



ISU WORLD
FIGURE SKATING
CHAMPIONSHIPS[®]

Saitama JAPAN 2023

March 20 – 26, 2023

Saitama, Japan

ANNOUNCEMENT

1. GENERAL REGULATIONS

The ISU World Figure Skating Championships 2023 will be subject to the local entry, travel and sanitary measures as well as subject to compliance with the ISU Guidelines for ISU Events during the Covid-19 pandemic (<https://www.isu.org/inside-isu/covid-19>) in place before and during the respective event. The ISU will inform ISU Members in case of any development or related decision.

The ISU World Figure Skating Championships® 2023 will be conducted in accordance with the ISU Constitution and General Regulations 2022, the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2022, as well as all pertinent ISU Communications.

Participation in the ISU World Figure Skating Championships® 2023 is open to all Competitors who belong to an ISU Member in accordance with Rule 130, paragraph 2 and qualify with regard to eligibility according to Rule 102, provided their ages fall within the limits specified in Rule 108, paragraph 3. a) and they meet the participation, citizenship and residency requirements in Rule 109, paragraphs 1 through 5 and Communication No. 2030 (or any updated of this Communication).

In accordance with Rule 109 of the ISU Regulations and ISU Communication No. 2030 (or any update of this Communication), all Skaters who do not have the nationality of the Member by which they have been entered or who, although having such nationality, have in the past represented another Member, must produce an ISU Clearance Certificate.

2. TECHNICAL DATA

All Championship events as well as some official practices will take place at **Saitama Super Arena** – with an ice surface of 30 m x 60 m. The remainder of the official practices will take place at **Saitama Super Arena – practice rink**, with an ice surface of 30 m x 60 m. The two facilities are in the same building. Both venues are indoor, air-conditioned and heated.

Competition venue: Saitama Super Arena
8 Shintoshin, Chūō-ku, Saitama, 330-9111, Japan

2.1 Minimum Score

Please refer to ISU Communications No. 2488, paragraph 7. as well as ISU Communication No. 2500.

Skaters/couples participating in the ISU World Figure Skating Championships® 2023 must have reached the following Minimum Total Elements Scores during the ongoing season (2022/23) or the immediately preceding season (2021/22):

	SP/RD	FS/FD
MEN	34.00	64.00
WOMEN	32.00	53.00
PAIR SKATING	29.00	46.00
ICE DANCE	33.00	49.00

The Minimum Technical Elements Score (not including Component Scores) is a Technical Score and must have been reached in an ISU recognized International Competition (as per Article 39, paragraph 7 of the ISU Constitution and Rule 107, paragraphs 1 to 10 of the ISU General Regulations) during the ongoing or preceding season in both segments, Short Program/Rhythm Dance and Free Skating/Free Dance (See ISU Special Regulations Single & Pair Skating Ice Dance, Rule 378, paragraph 3).

While the Minimum Technical Elements Score must be reached separately in each segment (not a total of the two segments), the Minimum Technical Elements Score for each segment may be reached at different competitions. The Minimum Technical Elements Score must be reached 21 (twenty-one) days before the first day (first official practice day) of the Championships concerned (same as entry deadline).

2.2 Technical Details

MEN	Short Program	<p>The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2022, Rule 611, paragraphs 1 and 2.</p> <p>Duration: 2 min., 40 sec. +/- 10 sec.</p>
	Free Skating	<p>In accordance with ISU Technical Rules Single & Pair Skating 2022, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.</p> <p>Duration: 4 min., +/- 10 sec.</p>
WOMEN	Short Program	<p>The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2022 Rule 611, paragraphs 1 and 2.</p> <p>Duration: 2 min., 40 sec. +/- 10 sec.</p>
	Free Skating	<p>In accordance with ISU Technical Rules Single & Pair Skating 2022, Rule 612 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.</p> <p>Duration: 4 min., +/- 10 sec.</p>
PAIR SKATING	Short Program	<p>The required elements to be skated are those listed in ISU Technical Rules Single & Pair Skating 2022, Rule 620, paragraphs 1 and 2 for 2022/23.</p> <p>Duration: 2 min., 40 sec. +/- 10 sec.</p>
	Free Skating	<p>In accordance with ISU Technical Rules Figure Skating & Pair Skating 2022, Rule 621 and the respective ISU Communication. Special attention should be paid to the “well balanced program” and the element value.</p> <p>Duration: 4 min., +/- 10 sec.</p>
ICE DANCE	Rhythm Dance	<p>In accordance with ISU Technical Rules Ice Dance 2022, Rule 709. Rhythms, required elements and guidelines are those listed in ISU Communications 2468 and subsequent updates.</p> <p>Duration: 2 min., 50 sec. +/- 10 sec</p>
	Free Dance	<p>In accordance with ISU Technical Rules Ice Dance 2022, Rule 710. The required elements to be skated are those listed in ISU Communications 2468 and subsequent updates.</p> <p>Duration: 4 min., +/- 10 sec.</p>

3. ENTRIES

3.1 General

All entries for the ISU World Figure Skating Championships® 2023, must be done through the **ISU Online Registration System (ORS)** by the deadline indicated; hotel and travel information should also be entered into ORS, as well as bank information. Declarations as well as Health Care forms will need to be uploaded to the ORS as well.

Entries from Belarus and Russia are all subject to the lifting of protective measures as per ISU Communication 2469.

3.2 Entries of Competitors

In accordance with Rule 378, the Entries by names must be made via the ISU Online Registration System (ORS):

<https://fms.sportresult.com/isu/>

and will be submitted via the ORS simultaneously to the:

Organizing Committee

Japan Skating Federation

Ms. Tomoko DOI

Japan Sport Olympic Square

4-2, Kasumigaokamachi, Shinjuku-ku,

Tokyo 160-0013, Japan

e-mail: wfc2023-entries@skatingjapan.or.jp

and to:

ISU Secretariat

e-mail: entries@isu.ch

not later than **Monday, February 27, 2023 – 20:00, local time Saitama / JPN** (see Rule 378, paragraph 1).

Preliminary entries (by number) must be entered in the ORS not later than **October 1, 2022**.

Please note that for all persons entered by the Members the procedures in regard to the Declaration for Competitors and Officials entering ISU Events (Rule 131) as outlined in ISU Communication 1876, point 16 (or any update of this Communication) need to be strictly observed.

3.3 Entries of Team Members

Official entries of Team Leaders, Assistant Team Leaders, Team Officials, Team Medical Staff, Member Press Officer and Coaches and the partner or relative of a Judge (TBC) will be accepted.

Accreditation will be provided to those who are officially entered in ORS and accepted by the Organizing Committee.

Please be advised that only one Coach per Skater/Couple will be accredited. An Assistant Team Leader will be accepted for Teams having six (6) and more Skaters. Two (2) Team Officials of each Member, including the Member President provided that they are Council/Board members, Technical Committee members or members of the Head Office of their Federation, will be accredited. Not more than one (1) Team Doctor and one (1) Team Physiotherapist will be accepted as the Team Medical Staff, for which the Organizing Committee requests the right to have a medical certification (document) presented before accreditation. Furthermore, not more than one (1) Member Press Officer will be accredited (provided the necessary form was received by September 1, 2022 and approved by the ISU. The Members must guarantee that the requested accreditation of Team members will correspond to their function within the team.

The names of all team members must be submitted via the ISU Online Registration System (ORS) and must reach the Organizing Committee and the ISU Secretariat not later than **Monday, February 27, 2023 – 20:00, local time Saitama / JPN**.

4. JUDGES

According to ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance 2022, Rule 521, the official entry form for Judges by number (that has been sent to Members on August 10, 2022), must reach the ISU Secretariat by October 1, 2022, indicating with the entry, in which discipline of the ISU World Figure Skating Championships® 2023 the Member intends to participate in the respective draw. The Member must also indicate with the entry, which Judge will be available to judge the Pair discipline.

In accordance with the draw results, that will be published in an ISU Communication subsequent to the Judges Draw, Members having been drawn to send Judges to the ISU World Figure Skating Championships® 2023 must submit their Judges via the ISU Online Registration System (ORS) and reach the Organizing Committee and the ISU Secretariat not later than **Monday, February 27, 2023 – 20:00, local time Saitama / JPN**.

5. MEALS, LODGING, PREPAYMENT AND TRAVEL EXPENSES

In accordance with Rule 137 the expenses are regulated as follows:

- a) All expenses for accommodation and meals for all Competitors participating in the Championships will be covered by the Organizing Committee during the period beginning with dinner on **Sunday, March 19** and ending with lunch on **Monday, March 27, 2023**.
- b) All expenses for accommodation and meals for one (1) Team Leader for each participating Member in the Championships will be covered by the Organizing Committee during the period beginning with dinner on **Sunday, March 19** and ending with lunch on **Monday, March 27, 2023**.
- c) All expenses for accommodation and meals for Technical Controllers, Technical Specialists and Data & Replay Operators will be covered by the Organizing Committee during the period beginning with dinner on **Sunday, March 19** and ending with lunch on **Monday, March 27, 2023**.
- d) All expenses for accommodation and meals for Referees and Judges will be covered by the Organizing Committee during the period as listed below:
 1. Referees: with dinner on **Monday, March 20** and ending with lunch on **Monday, March 27, 2023**.
 2. Judges Pair Skating and Women: from dinner on **Monday, March 20** and ending with lunch on **Monday, March 27, 2023**.
 3. Judges Men: from dinner on **Tuesday, March 21**, and ending with lunch on **Monday, March 27, 2023**.
 4. Judges Ice Dance: from dinner on **Wednesday, March 22**, and ending with lunch on **Monday, March 27, 2023**.

Should any Competitor, Team Leader or Official arrive at the Hotel before the time indicated above or stay longer, the costs for accommodation and meals are at the burden of the user. A credit card or cash deposit is required on arrival for security and other incidental (i.e. telephone, movies, etc.) charges. If there are no expenses or damages to the room, cash deposit will be returned to the guest on departure.

It is the responsibility of the participating Members to make the necessary travel plans and arrangements for their Skaters.

All extra expenses incurred by any Competitor or any kind of Official will be the responsibility of the individual and must be paid prior to departure.

The Organizing Committee requests that, for all Team Members whose accommodation expenses are not covered by the Organizing Committee as outlined above, a pre-payment (deposit) to guarantee the availability of required rooms has to be made. Please use the ISU Online Registration System (ORS) and the first Information Letter for booking and calculation. The pre-payment (50% of the total amount) must be made by **Tuesday, November 15, 2022**. The terms of payment for the remainder are published in the first information document.

All rooms ordered for any person (if paid by the organizer or the ISU member federations) are subject to the cancellation policy as outlined in the first information.

Travel expenses will be paid in accordance with Rule 137. Out of pocket expenses for Referees, Technical Controllers, Technical Specialists, Judges, Data & Replay Operators will be paid in accordance with the Memorandum for Guidance in Holding ISU Figure Skating Championships and ISU Communication No. 2096 or any update of this Communication. Payments will be provided at registration. No expenses will be reimbursed for any other accompanying persons (i.e., Assistant Team Leaders, Coaches, Team Officials, Team Medical Staff, Member Press Officer, Chaperones, etc.).

Please note: It is the obligation of the Team Leader and or the Assistant Team Leader to attend at least one of the two scheduled Team Leaders Meetings. Failing to do so, the Organizing Committee will not cover the expenses for the Team Leader as indicated above. Team Leaders for Teams which have Pairs and Women entered must attend the first Team Leaders Meeting.

6. PRACTICE

Official practices for Competitors begin on **Monday, March 20, 2023**. The detailed schedule will be issued at the time of registration.

7. MUSIC / PLANNED PROGRAM CONTENT

In accordance with Rule 343 in the ISU Special Regulations & Technical Rules Single & Pair Skating and Ice Dance, the following method to submit the Competitor's music to the Organizing Committee must be followed:

- the ISU Member is responsible for submitting their Competitor's music as direct attachment to an email to the Organizing Committee music@skatingjapan.or.jp until **Friday, March 10, 2023 – 20:00 local time Saitama / Japan**.
- Please note: *some music files might exceed the size of a regular email. In this case, an email-based transfer service which allows to send large files could be used to send the file to the OC.*
- each submission shall be labelled with the name of the ISU Member, name of the category, segment and the name(s) of the competitor(s):

Example:

GER_Men_SP_MUSTERMANN-Max

GER_Men_FS_MUSTERMANN-Max

SUI_Pairs_SP_MUSTERMANN-Erika_MUSTERMANN-Max

If the music is not labelled, the OC will not consider the files as valid.

- the music files must be sent as **WAV or MP3** file formats. Any other format is not acceptable. Please note: *Files in MP3 format may have a significant difference in the music quality when reproduced. The Organizing Committee in this case is not responsible if the music quality would be insufficient.*
- Each Competitor must have an own back-up drive (USB Stick) for each program in the format of a WAV or MP3 file and present it upon accreditation if the music has not been sent by the above-mentioned deadline.
- The exact running time of the music (not skating time) must be communicated to the Organizing Committee when submitting the music and shall be certified by the Competitor/Coach/Team Leader at the time of registration.
- During the 1st Official Practice, the music will be played as indicated in the Practice Schedule and will allow to verify the correctness of the submitted music. If there is an issue with the music, the Team Leader/Coach may be allowed to change the music by presenting an acceptable reproduction to the Organizing Committee's Music Team (USB Stick with file format of WAV or MP3 file).

If the music files have been submitted within the above-mentioned deadline to the Organizing Committee, then the music team of the Organizing Committee is entirely responsible for the correct execution of the music. In case of issues with submitted music files the Organizing Committee may request at the time of registration a secondary copy of the music files. In case the music files have not been submitted in time to the Organizing Committee, the skater(s) must present their music latest at the time of registration on the above defined mean and in the defined format.

Please note: CDs will **not** be accepted by the Organizing Committee.

The titles, composers and orchestras of the music to be used for the Short Program and Free Skating Program for Single, for the Rhythm and Free Dance Program for Ice Dance and for the Exhibition must all be entered, in detail, by the ISU Member or the Skater(s) on the dedicated ISU platform.

If music information is not complete and/or the music is not provided, accreditation will not be given.

The Planned Program Content must also be entered by the ISU Member or the Skater(s) on the dedicated ISU platform. It is mandatory that the Program Content information be filled in precisely by each Skater/team in English using the terminology for the elements listed in the respective ISU Communication.

8. ARRIVAL & DEPARTURE OF PARTICIPANTS

All ISU Event Officials, Competitors, Team Leaders and Team Officials taking part in the Championships are requested to announce as soon as possible but not later than Monday, **February 27, 2023**, to the Organizing Committee, the names of the airlines, flight numbers, dates and times of arrival at the **Tokyo International Airport Haneda (HND) and Narita International Airport (NRT)**.

These locations are considered as the official arrival/departure points for the ISU World Figure Skating Championships® 2023, from where a shuttle transfer will be organized. Coaches, Team Medical Staff and Member Press Officer are only met if they travel with the team. The detailed travel information needs to be submitted via the ISU Online Registration System (ORS).

9. REGISTRATION

Accreditation will only be granted to persons in those various functions if officially entered and named through their ISU Member. The ISU Member certifies with the entries in ORS the indicated functions within the team of all team members. Any misuse of any function will be sanctioned by the ISU/OC.

Accreditation will be given to appointed ISU Event Officials and ISU Office Holders.

All Competitors and Judges will be required to present their passport (and Clearance Certificate if the passport is not of the same country as the Member entering the Skater and/or the Skater having previously represented another Member) prior to receiving accreditation. Accreditation will not be issued without presentation of a valid passport.

10. OFFICIAL HOTELS

Hotel information will be available in the first information document which will be forwarded to the ISU Members at the time of publication of this announcement. Hotel capacities can only be booked via the Organizing Committee. Hotel reservation requests need to be submitted via the ISU Online Registration System (ORS).

11. OPENING CEREMONY ON ICE

The Opening Ceremony on Ice will take place on **Wednesday, March 22, 2023 at 14:05 (TBC)**, at the **Saitama Super Arena**.

12. DRAWS - ORDER OF SKATING

The draws for the order of skating will be held individually per discipline at the Draw and Press Conference Room at Saitama Super Arena. The exact dates and time will be provided at registration.

13. EXHIBITION

All medalists as well as additional invited skaters will participate in the exhibition on **Sunday, March 27, 2023 at 15:00** at Saitama Super Arena according to Rule 104, paragraph 17 a) and b).

14. MEETINGS FOR ISU EVENT OFFICIALS and JUDGES

The individual Initial Judges Meetings will be held one (1) day prior to each first segment of each individual discipline. The draw for the seating order of the panels of Judges will be made 45 min. prior to each segment. Subsequent draws, as required, will be made at Saitama Super Arena in the judges' room.

Please see the dates and times for all other official meetings for Technical Panels (before and after the respective event), Referees and Technical Controllers Meeting and Judges Round Table Discussions in paragraph 20. Schedule of Events. **ISU Event Officials and Judges are responsible to make their travel arrangements in order to be able to attend the respective meetings.** If any other party makes the flight arrangements, the ISU Event Officials and the Judges are responsible to check if such arrangements are in line with the detailed schedule as mentioned under paragraph 20.

15. LIABILITY

In accordance with Rule 119, it is the sole obligation of each ISU Member participating in ISU Events, as defined in Rule 107, to provide medical and accident insurance for their athletes, officials and all other members of the ISU Member's team. Such insurance must assure full medical attendance and also the return of the ill or injured person to the home country by air transport or by other expeditious means.

The ISU assumes no responsibility for or liability with respect to bodily or personal injury or property damage incurred by Competitors and Officials.

16. ANTI-DOPING

Anti-Doping tests will be carried out according to the ISU Anti-Doping Rules and ISU Anti-Doping Procedures, as given in the applicable ISU Communications (ISU Communications Nos. 2344 & 2366 or later updates).

17. TITLES AND MEDALS

The winners will bear the title according to Rule 133.

ISU gold medals will be awarded to the Champions and ISU silver and bronze medals to the second and third placed Competitors at the end of the finals in each discipline.

In accordance with Rule 134, paragraph 3. e) the Referee shall present, after the completion of each segment (Short Program and Free Skating for Women, Men, Pairs and Rhythm Dance and Free Dance for Ice Dance), ISU bronze, silver and gold medals to the third-placed Competitor(s), second-placed Competitor(s) and the winners respectively in each discipline, but no anthem shall be played or flags hoisted.

18. COVID-19

During the current Covid-19 pandemic the health and safety of all participants at ISU Events including the athletes, team members, officials, volunteers, service providers, guests, broadcasters, media, and spectators needs to be given additional attention.

Therefore, the ISU has created some Guidelines to help ISU Event Organizers. These ISU Guidelines describe the **minimum** sanitary measures that must be put in place to host an ISU Event during the COVID-19 pandemic.

These Guidelines do not, in any case, supersede additional requirements established by the National or Local Public Health Authorities of the hosting country which must be implemented in full.

19. INFORMATION

For further information, please contact:

**ISU World Figure Skating Championships® 2023
Organizing Committee**

Japan Skating Federation

Ms. Tomoko DOI

Japan Sport Olympic Square

4-2, Kasumigaokamachi, Shinjuku-ku,

Tokyo 160-0013, Japan

E-mail: wfc2023-entries@skatingjapan.or.jp

20. SCHEDULE OF EVENTS

Date	Time	Event
Monday, March 20	All day	Official Practice
	15:00	PAIR SKATING – Technical Panel Meeting
	16:00	Team Leaders Meeting 1
	18:00	Medical Meeting
	19:30	WOMEN – Technical Panel Meeting
Tuesday, March 21	All day	Official Practice
	07:30	Referee & Technical Controllers Meeting
	08:30	PAIR SKATING – Initial Judges Meeting
	10:30	ICE DANCE – Technical Panel Meeting
	12:30	WOMEN – Initial Judges Meeting
	15:30	MEN – Technical Panel Meeting
	20:30	ISU and Judges Dinner (TBC)
Wednesday, March 22	09:00	MEN – Initial Judges Meeting
	10:00	PAIR SKATING – Short Program
	14:05	Opening Ceremony on Ice
	14:50	WOMEN – Short Program
Thursday, March 23	08:00	Team Leaders Meeting 2
	09:00	ICE DANCE – Initial Judges Meeting
	10:00	PAIR SKATING – Free Skating
	14:50	MEN – Short Program
	15:00	PAIR SKATING – Technical Panel Review Meeting
Friday, March 24	09:00	PAIR SKATING - Judges Round Table Discussion
	10:45	ICE DANCE – Rhythm Dance
	17:20	WOMEN – Free Skating
	21:45	WOMEN – Technical Panel Review Meeting
Saturday, March 25	08:30	WOMEN – Judges Round Table Discussion
	12:30	ICE DANCE – Free Dance
	17:20	MEN – Free Skating
	17:30	ICE DANCE – Technical Panel Review Meeting
	21:45	MEN – Technical Panel Review Meeting
Sunday, March 26	08:00	ICE DANCE– Judges Round Table Discussion
	10:15	MEN – Judges Round Table Discussion
	15:00	EXHIBITION
	20:00	Closing Banquet (TBC)

Please note: This schedule is subject to change

20. SUMMARY OF DEADLINES

	DEADLINE	to be submitted via
Preliminary Entry Form	01.10.2022	ORS
Hotel Request Form Team Leaders, Competitors, Judges	01.10.2022	ORS
Hotel Request Form Team Officials, Coaches, Others	01.10.2022	ORS
Entry by Name for Competitors	27.02.2023	ORS
Entry by Name for Judges	27.02.2023	ORS
Entry by Name Delegation Members	27.02.2023	ORS
Hotel Reservation	27.02.2023	ORS
Travel Details	27.02.2023	ORS
Bank Transfer	27.02.2023	ORS
Press Information	27.02.2023	ISU PORTAL
Competition Music Information	27.02.2023	ISU PORTAL
Ice Dance Music Information	27.02.2023	ISU PORTAL
Planned Program Content	27.02.2023	ISU PORTAL
Skater Health Care Form	27.02.2023	ORS
Visa Application Request	a.s.a.p.	FORM

*Once submitted this information is valid for the entire season until amendments and updates become necessary.

Payments	DUE DATE
Deadline for 50% deposit for hotel reservations from Federation	15.11.2022
Refund of 100% hotel deposit for cancellations up to	10.01.2023
Refund of 50% hotel deposit for cancellations from January 11 until	28.02.2023
No refund for cancellations from	01.03.2023
Federation to pay balance of hotel payment latest at	Registration