



NATIONAL TECHNICAL COMMITTEE

TECHNICAL REGULATIONS

Approval

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ARTICLE 1 DEFINITIONS AND INTERPRETATION

The following short terms shall be used and interpreted in the spirit of the following meanings unless specifically defined elsewhere.

Association	British Gymnastics
Member	A Member of British Gymnastics
Board	The Board of British Gymnastics
Simple Majority	More than 50 per cent of those people eligible, voting in accord
Technical Committees	Terminology used to describe the disciplines of gymnastics defined by the Federation Internationale de Gymnastique (FIG) and accepted by British Gymnastics

Glossary of common gymnastics acronyms

BG	British Gymnastics
FIG	Federation Internationale de Gymnastique
UEG	Union European de Gymnastique
JTC	Joint Technical Committee
NTC	National Technical Committee
DSP	Discipline Selection Panel
CEP	Coach Education Panel
JP	Judging Panel
COP	Competition Organisation Panel
NTCC	National Technical Committee Chairman
NTCM	National Technical Committee Member
NCO	National Competition Organiser
NPRG	National Planning and Review Group
CEO	Chief Executive Officer
HPS	Head of Performance Sport
DTE	Director Technical and Education
NC	National Coach
HNC	Head National Coach
PM	Performance Manager
NJC	National Judging Co-ordinator
MTC	Men's Technical Committee
RGTC	Rhythmic Gymnastics Technical Committee
ACTC	Acrobatics Technical Committee
AETC	Aerobics Technical Committee
TTC	Trampoline Technical Committee
WTC	Women's Technical Committee
TGTC	TeamGym Technical Committee
NDR	National Disability Representative
NDGP	National Disability Gymnastics Panel
RTC	Regional Technical Committee

ARTICLE 2 PURPOSE

2.1 National Technical Committees (NTC)

There are seven National Technical Committees, the purpose of which is to maintain the integrity of the sport and utilise each Committee's technical expertise to ensure that gymnastics is a high profile UK sport, through improved performance and participation in safe, quality programmes.

This shall be done by:

- (i) carrying out the purposes and objectives of British Gymnastics;
- (ii) formulating, interpreting and publicising the discipline programme;
- (iii) supporting the education and accreditation of judges and coaches to facilitate the discipline programme;
- (iv) determining and providing technical support for the National Competition Programme for the discipline; and
- (v) producing the Technical Regulations, Selection Criteria and Competition Rules for the discipline.

ARTICLE 3 NATIONAL TECHNICAL COMMITTEE

3.1 Control

Each of the seven National Technical Committees (NTCs) will be responsible for all technical matters. The day-to-day management will be the responsibility of the Head National Coach / Performance Manager (HNC/PM) working in conjunction with the NTCC.

3.2 Authority

- (i) The NTC, in conjunction with the HNC/PM, have the authority, without reference to the BG Board, to make all technical decisions in line with the Roles and Responsibilities as outlined in 3.3. The NTC has the authority to expend allocated funds within approved budgets. If NTC decisions have a financial impact on BG, then consultation must occur with Management before authorisation.
- (ii) The BG Board must approve changes made to the Technical Regulations.
- (iii) The Director Technical and Education / Head of Performance Sport must approve all Selection Policies, as well as ratifying selections of team members and officials on National teams.

3.3 Roles and Responsibilities

Each National Technical Committee is responsible for the establishment and efficient management of Technical Regulations and Procedures to enable the achievement of BG goals and objectives.

The National Technical Committee for each discipline will be responsible for the following:

- (i) Decisions on Rules and Regulations
 - (a) Technical Regulations
 - (b) Selection Policies

- (ii) Technical Control
 - (a) FIG / UEG Code of Points
 - (b) Competition Rules
 - (c) Coaches/Judges courses and resources
- (iii) National Programmes
 - (a) Technical development of programme
 - (b) Athlete pathways
 - (c) Review and evaluation
- (iv) Communication
 - (a) National Technical Committee meetings
 - (b) BG / Region / Home Country / Member relations
 - (c) Web contribution
 - (d) Intranet
- (v) Education
 - (a) Technical advisors
 - (b) Technical support for the development of courses and coaching resources
 - (c) Allocation of tutors for National Judges Courses
- (vi) National Events
 - (a) Competition Handbook
 - (b) Delivery of events in conjunction with the Events department
 - (c) Technical support for the competition schedule
 - (d) Control of Judges' Panels
 - (e) Control of Competition Jury
- (vii) International Events
 - (a) Technical support for competition schedules
 - (b) Control of Judges' Panels
- (viii) Technical Committee Budget
 - (a) Preparation of budget
 - (b) Expenditure control on discipline projects

3.4 Structure

3.4.1 Structure of Committees

Each NTC will consist of 7 voting members *

Chairman (NTCC)

National Judging Coordinator (NJC)

National Competition Organiser (NCO)

National Disability Representative (NDR)

Committee Member x 3 (NTCM)

3.4.2 * In the case of the Trampoline/Tumbling/DMT Technical Committee for the 2013-17 cycle:

3.4.2.1 there will be two National Competition Organisers and two National Judging Coordinators, one for TRA/DMT, the other for TUM, and each with voting rights.

3.4.2.2 the three elected committee positions will each consist of one representative from each of the three disciplines (Trampoline, Tumbling and Double Mini Trampoline).

Head National Coach / Performance Manager (HNC/PM) will attend all meetings in an ex-officio capacity.

3.5 Appointment, Election & De-Selection Process

3.5.1 Appointments

The positions of Chairman (NTCC), National Judging Coordinator (NJC), National Competition Organiser (NCO) and National Disability Representative (NDR) will be appointed by the BG Board. These positions will be held for the duration of the current Olympic cycle and will carry automatic free full BG membership.

TCs, Home Countries / Regions or individual BG members can submit nominations for these positions (In the case of nominations for the NDR positions for the 2013-17 cycle, nominations are sought only from National Technical Committees). When submitting the nomination, a full CV must accompany the application and the selection will be made on judgement of competency against the Job Specification for each role.

3.5.2 Elections

The Home Countries / Regions will elect the remaining three TC Members whose position will stand for the duration of the current Olympic cycle. When submitting the nomination, a full CV must accompany the application that will be distributed to the voting members. In the event of a tie, the appointed TC chair will have the casting vote.

3.5.3 De-Selections

BG reserves the right to de-select any member of the committee without notice if there is clear evidence:

3.5.3.1 that the member has failed to fulfil their roles and responsibilities as defined in Articles 2, 3 or 4 of these regulations.

3.5.3.2 or that the member has conducted themselves in a manner that is contrary to the NTC Code of Conduct and is deemed to have brought the committee or the organisation into disrepute.

3.5.4 Casual Vacancies

Casual vacancies in any NTC can be filled by the NTC nominating an individual to the BG Executive. If approved, the individual will complete the remainder of the vacated term.

3.5.5 BG Staff Members

BG staff members are not eligible to be appointed or elected on to a National Technical Committee. This does not apply to the responsibilities of the Technical Personnel in Article 4.1.1. *In exceptional circumstances BG may appoint a BG staff member to fulfil a casual vacancy until a replacement NTC member can be appointed.*

3.6 Finance and Budgets

Each year, a budget will be produced by the NTC, utilising the formal BG budget process. Prior to this budget being accepted by BG, the NTCC will meet with management to examine the budget requests in detail. All parties will agree upon the final budget following this meeting. Each quarter,

the NTCC will be required to review the budget and provide re-forecasts to the Finance department.

3.6.1 Expenses

BG is responsible for the reasonable expenses of each National Technical Committee and its sub-committees. Committee Members' administration expenses, travel and accommodation costs associated with meetings and events must be approved by the BG CEO, Head National Coach or Performance Manager (HNC/PM) within the approved budget allocation.

ARTICLE 4 TECHNICAL PERSONNEL

4.1 Head National Coach / Head of Performance Sport / Performance Manager (HNC/HPS/PM)

4.1.1 Responsibilities

The Head National Coach / Head of Performance Sport / Performance Manager will be responsible for the development of all Selection Policies, International Competition Calendar, squad/team selection and National Training Camp Programmes in conjunction with the NTCC. The HNC/HPS/PM will be a designated staff position within BG and therefore all duties and desired criteria for these positions will be covered by normal Employment Contracts and Role Profiles.

4.2 Job Descriptions for NTC Members

4.2.1 Chairman

A Chairman, in conjunction with the HNC/HPS/PM, will be responsible for all matters relating to the administration and implementation of BG Policy for the particular discipline in the UK and will:

- (i) be responsible for the implementation of administration of technical matters, specified in the Technical Regulations and Competition Handbook
- (ii) ensure that the overall direction and focus of the discipline is consistent with the objectives and strategies set out in the BG Strategic Plan.
- (iii) be the discipline Technical Representative answerable to the BG Board and Management.
- (iv) in conjunction with the HNC/HPS/PM, be responsible for the following:-
 - (a) Technical Report for the Annual BG Report
 - (b) Discipline Technical communication as agreed with the HNC/HPS/PM
 - (c) Budget
- (v) attend all scheduled and relevant meetings and check Agendas and Minutes for all meetings
- (vi) attend BG events or nominate an appropriate representative to cover the duties of the Chairman
- (vii) act as Jury at BG events or be responsible for (in conjunction with the NJC) nominating appropriate Jury members at these events
- (viii) attend the JTC meetings
- (ix) be a member of the Discipline Selection Panel
- (x) be available to be consulted by or liaise with the HNC/HPS/PM, NTC, and general discipline community
- (xi) encourage a mentoring system amongst the NTC and sub-committee members to ensure succession planning

4.2.1.1 Desired Criteria for Chairman

- (i) FIG Judge / UEG Judge
- (ii) Minimum Level 2 Coaching Accreditation
- (iii) Sound technical knowledge and understanding of the discipline
- (iv) Respected within the discipline community
- (v) Good organisation, administration, planning and IT skills
- (vi) Event experience
- (vii) Interpersonal skills and communication skills
- (viii) Team player
- (ix) Knowledge of International trends

4.2.2 National Judging Coordinator (NJC)

The NJC for each discipline will be responsible for the development of the discipline through the provision of education courses and officiating opportunities and will ensure a high standard of officiating at all BG events and selection trials by providing encouragement, motivation and support for all judges.

The NJC shall:

- (i) be responsible for the implementation of judges' education courses and resources including the FIG / UEG Brevet Revalidation Process each cycle
- (ii) be a member of the Discipline Technical Committee
- (iii) be a member of the Discipline Selection Panel
- (iv) develop and manage the Judges' section of the Discipline Competition Handbook which will include an annual review of its content
- (v) identify and encourage former gymnasts and other technically competent persons to be trained as judges
- (vi) develop and publicise the career pathway for judges
- (vii) ensure a high standard of officiating at all Home Country / Regional and National events
- (viii) be responsible for the allocation of judges to National and International events in consultation with the HNC/HPS/PM and NTCC
- (ix) develop a team of competent FIG/UEG accredited judges who will assist with Judge Education in the UK
- (x) ensure that FIG/UEG judges are encouraged to work with High Performance clubs
- (xi) act as a Jury at all BG events or be responsible for (in conjunction with NTCC) nominating Jury members at these events
- (xii) provide up-to-date information on International trends to judges via regular communications
- (xiii) chair any National Judges' Conferences and meetings held
- (xiv) work cooperatively with Regional Judging Coordinators to ensure that the National Policies and Strategies are implemented
- (xv) attend all scheduled and relevant meetings
- (xvi) be responsible for the development of course materials and resources for use by Judging Tutors and candidates

4.2.2.1 Desired Criteria for NJC

- (i) FIG Judge / UEG Judge
- (ii) Sound technical knowledge and understanding of the discipline

- (iii) High standard judging knowledge
- (iv) Respected within the discipline community
- (v) Experience as a tutor at Judges' Education Courses
- (vi) Good organisation, administration and IT skills
- (vii) Interpersonal and communication skills
- (viii) Team player
- (ix) Knowledge of International trends
- (x) Knowledge of the discipline's National Development Plans

4.2.3 National Competition Organiser (NCO)

The NCO will be responsible for the planning, coordination and delivery of the discipline's National Competition Programme in conjunction with the BG Events department to ensure all events meet the required standards of BG and the expectations of the gymnastics community.

The NCO shall:

- (i) in conjunction with the Event Department, establish and agree on a budget
- (ii) act as Competition Director and be responsible for the delivery of the event
- (iii) establish and Chair a Competition Panel and arrange planning meetings
- (iv) confirm venue requirements including equipment layout
- (v) confirm accommodation requirements and rooming list
- (vi) establish competition and training schedules and working orders
- (vii) recruit appropriate volunteers to assist in event delivery
- (viii) arrange judges and coaches meetings prior to the event
- (ix) develop a running sheet to coordinate event presentation and competition personnel
- (x) manage catering requirements at the venue and hotel before the event
- (xi) ensure results are immediately uploaded onto the BG website
- (xii) distribute results in an IT usable format to the Media department and the HNC/HPS/PM
- (xiii) facilitate all requirements of the Anti-Doping Officer and UKAD as per the Anti-Doping Policy

4.2.3.1 Desired Criteria for NCO

- (i) Good organisation, administration, planning and IT skills
- (ii) Sound knowledge and understanding of the discipline
- (iii) Respected within the discipline community
- (iv) Event knowledge and experience
- (v) Interpersonal and communication skills
- (vi) Ability to lead a team of volunteers

4.2.4 National Disability Representative (NDR)

The NDR for each discipline will be responsible for the inclusive development of the discipline. Through collaboration with all other NTC Committee members for their respective disciplines, each NDR will advise and guide the NTC on developments which promote, improve and increase the inclusion of disabled people across all work areas of each discipline's NTC.

The NDR Shall:

- (xvii) be a member of the Discipline Technical Committee

- (xviii) attend all scheduled and relevant meetings
- (xix) be a member of the National Disability Gymnastics Panel (NDGP) which meets 4 times per year; and disseminate key messages and principles from this group back to their NTC
- (xx) be responsible for the development of adapted Disability National Development Plans which support the disability pathway within the discipline
- (xxi) be responsible for the development of adapted disability Code of Points which provide robust competition rules and criteria for all disability competitions within the discipline's pathway
- (xxii) work with the NCO and other relevant NTC members to identify suitable opportunities for disability competition to be integrated within mainstream competitive pathway events
- (xxiii) provide advice and guidance to the NCO and BG Events Department on disability requirements for National BG competition within the discipline
- (xxiv) work with the NJC to ensure that judge education, resources and support includes specific guidance on judging disability competition
- (xxv) work cooperatively with the discipline's Technical Committees in the regions and Home Countries to develop disability pathway competition / qualification competitions which connect to national finals
- (xxvi) work with all relevant NTC members, the BG Disability Manager and Performance Pathway Development Manager to develop and structure disability performance pathway activity
- (xxvii) monitor and evaluate the impact of the NTC's work on the participation of disabled people

4.2.4.1 Desired Criteria for NDR

- (i) Minimum Level 2 Coaching Accreditation
- (ii) Sound knowledge, understanding and experience of disability gymnastics within the discipline
- (iii) Sound technical knowledge and understanding of the discipline
- (iv) Respected within the discipline community
- (v) Good organisation, administration, planning and IT skills
- (vi) Interpersonal skills and communication skills
- (vii) Experience of working well in a team / Team player
- (viii) Experience of judging and competition organisation within the discipline

4.2.5 National Technical Committee Members (NTCM) – 3 positions

The NTCM will be responsible for:

- (i) The delivery of all activity related to their designated roles, e.g.
 - Coaching Education
 - Judging Education/Events
 - Event Organisation
 - Finance and Budgets
 - Communication
- (ii) Assist or co-ordinate specific projects undertaken by the National Technical Committee
- (iii) Attend all scheduled and relevant meetings

4.2.5.1 Desired Criteria for NTCM

- (i) Good organisation, administration, planning and IT skills
- (ii) Sound knowledge and understanding of the discipline
- (iii) Respected within the discipline community
- (iv) A team player

ARTICLE 5 NTC SUB-COMMITTEES

5.1 Standing Committees

Each TC should have the following sub-committees:

- (i) Discipline Selection Panel
- (ii) Coach Education Panel
- (iii) Judging Panel
- (iv) Competition Organisation Panel

5.1.1 Discipline Selection Panel (DSP)

The DSP will consist of:

- (i) The NTCC
- (ii) The NJC
- (iii) The HNC/HPS/PM

Function:

- (i) To agree a Selection Policy for each Major International event
- (ii) To select gymnasts and coaches for National Teams and/or Squads within the parameters of the Selection Policy
Please note: In the case of Men's Artistic, Women's Artistic and Trampoline, the jurisdiction of the Olympic Performance Sub-Committee (OPSC) will prevail
- (iii) Recommend officials for National and International events within the parameters of the Selection Policy
Please note: In the case of Men's Artistic, Women's Artistic and Trampoline, the jurisdiction of the Olympic Performance Sub-Committee (OPSC) will prevail

5.1.2 Other Nominated Panels

The remaining sub-committees i.e. Coach/Judging/Competition Panels, will be Chaired by an NTC Member who will co-opt appropriate people to ensure the responsibilities within these Panels are addressed and coordinated with the relevant BG departments.

The NTCC has the power to appoint any sub-committee that is deemed necessary in assisting the NTC to fulfil its responsibilities.

5.1.3 Meetings

Meetings will be called at times and locations to suit the Committee Members and the available funding.

- 5.1.3.1** Each NTCC is responsible for organising and running an annual National Planning and Review Group (NPRG) meeting with representatives of the Home Nations and Regional Technical Committees for their discipline. The meeting should take place in the last six months of the calendar year to enable a review of the current year and to plan for the following year. The meeting should be organised in line with the published terms of reference, using the set agenda.

ARTICLE 6 TECHNICAL REGULATIONS

- 6.1** Each NTC is responsible for ensuring the Technical Regulations within this document are adhered to. These regulations are valid for an Olympic cycle and should be reviewed in a timely manner.
- 6.2** Amendments to these Technical Regulations can only be made by the BG Board. An NTC has the right to make recommendations to change these regulations following discussion at the JTC.
- 6.3** The Technical Regulations will be published on the BG website.

ARTICLE 7 COMPETITION REGULATIONS

Each NTC's Competition Regulations will be outlined in the discipline specific Competition Handbook and will be reviewed and updated annually. These Competition Regulations will include the Competition Rules for all National events.

British Gymnastics is responsible for staging National events throughout the UK. Accordingly, the following Policies have been adopted to ensure these events are governed by consistent Rules and Procedures across all disciplines:

- Anti Doping Policy
- National Event On-line Entry Procedure
- Coaches' Code of Ethics
- Judges' Code of Ethics
- Health, Safety and Welfare Policy

These Policies apply to all National events staged by BG regardless of the discipline or level of athlete involvement, or the location and timing of the event. These Policies must be adhered to and cover all entries by BG Members and affiliated clubs into National events staged by BG.

ARTICLE 8 NTC MEETING PROCEDURES

8.1 Meetings

The NTC will meet a minimum of four times per year at a time, place and date designated by the NTCC after consultation with all members.

8.1.1 Decision Making

Simple consensus is an acceptable form of decision-making.

8.1.2 Quorum

The quorum for all NTC meetings shall be more than fifty percent of voting members (minimum of 4). Should a quorum not be achieved, the meeting can take place but no decisions can be made unless ratified at a future meeting.

8.1.3 Voting

- (i) Each appointed and elected NTC Committee Member is entitled to one vote
- (ii) In the case of a tie, the NTCC will have a casting vote
- (iii) Voting will be decided on a simple majority vote

8.2 Chair

If the Chair is not available, his/her nominated representative will Chair the meeting.

8.3 Agenda and Minutes

The draft Agenda for the meeting will be e-mailed to the Committee Members by the Chair. Agenda items will be called from Committee Members. The final and approved Agenda will be sent to the Committee Members prior to the meeting.

Minutes will be taken as a formal record of the meeting and distributed to the NTC for ratification at the next meeting. To facilitate communication of NTC decisions to the wider community, a meeting update highlighting key decisions will be distributed and posted on the BG website.

ARTICLE 9 COMMUNICATION

Joint Technical Committee (JTC)

The JTC will meet four times a year to ensure the activities of BG and all the disciplines are coordinated, and to act as a forum for discussion on technical matters. It will be chaired by the Director, Technical and Education and attended by all NTCCs or their appointed representative, Home Country representatives and appropriate BG management and staff.

All communication to each discipline's community is aligned and consistent across all disciplines in conjunction with the overall BG Communication Policy.

Communication	Distributed To	Information gathered from
National Technical Committee Meeting Minutes	<ul style="list-style-type: none"> National Technical Committee Members BG DTE/CEO 	National Technical Committee Meeting
National Planning and Review Group Meeting Notes	<ul style="list-style-type: none"> Home Countries and English regions 	Annual National Planning and Review Group Meeting involving Home Countries and English regions
NTC Update	<ul style="list-style-type: none"> RTC members HCTCs Clubs (optional) <p><i>Updates will be placed on the BG website and major items of interest listed in the BG GymBlast</i></p>	NTC Meeting Minutes
GymBlast	<ul style="list-style-type: none"> Clubs All Technical Members Partners ie VIP/Government Home Countries Athletes 	Gymnastics community

ARTICLE 10 SELECTION CRITERIA AND PROCESS

10.1 Each NTC, in conjunction with the HNC/HPS/PM, is responsible for the development of selection criteria for all National Squads and Team/Individual gymnasts.

Please note: *Where the Olympic Performance Sub-Committee (OPSC) has jurisdiction over the Men's & Women's Artistic and Trampoline programme, this Committee will endorse the Selection Policy and team selection in line with the Terms of Reference of the OPSC.*

10.2 The Selection Policy consists of the National Squad selection criteria and National Team/Individual selection criteria.

10.3 Amendments to a Selection Policy can only be made by the NTCC in conjunction with the HNC/HPS/PM and must be communicated to affected parties prior to the commencement of the selection process.

10.4 The Selection Policy will be published on the website of the specific discipline.

ARTICLE 11 GRIEVANCES, DISCIPLINE AND APPEALS

All members have the opportunity to appeal and/or lodge a grievance pursuant in-line with the BG Rules and Regulations.