

CHECKLIST FOR DRAFT SCHEDULE DRESSAGE 2013



I. DENOMINATION OF EVENT (Art. 102, 103, 104, 420.1, 445) (Please place an "X" in the appropriate box)

STATUS: CDI1* CDI2* CDI3* CDI4* CDI5*
 CDI-W
 CDIO2* CDIO3* CDIO4* CDIO5*
 CDIY CDIOY CDIJ CDIOJ CDIP CDIOP
 CDI-Ch CDIO-Ch Young Horses CDI-U25
 Championship Games Final

DATE (dd/mm/yy): 21 to 24 November 2013 –

PLACE: Sociedade Hípica Paulista – SP

Rua Quintana 206 Brooklin São Paulo

COUNTRY: Brazil

II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 23rd edition, effective 8th November 2012
- FEI General Regulations, 23rd edition, effective 1st January 2009, updates effective 1st January 2013
- FEI Veterinary Regulations, 13th edition, effective 1st January 2013
- The Rules for Dressage Events (24th edition, effective 1st January 2011, updates effective 1st January 2013), and if applicable the Rules for the World Cup Dressage Events.
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1st Edition, effective 5th April 2010, updates effective 1st January 2013
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, effective 1st January 2012, updates effective 1st January 2013
- All subsequent published revisions, the provisions of which will take precedence.
- An arbitration procedure is provided for in the FEI Statutes and General Regulations referred to above. In accordance with this procedure, any appeal against a decision rendered by the FEI or its official bodies is to be settled exclusively by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.
- It is the responsibility of NFs to ensure their participants are of the correct age.

This schedule is approved, provided the corrections and additions as made by the FEI have been made. The National Federation and Organising committee are obliged to ensure that the mandatory sections in the approved schedule is forwarded to guest NFs and Officials for their information.

THE APPENDIX IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST

The following signature must be printed in the schedule

Approved by the FEI

Lausanne, on 03 October 2013

Updated 24 October 2013

Signature :



Trond Asmyr

Director

Dressage & Para-Equestrian Dressage

N.B. All text in GREEN must be carefully noted by Organising Committees and NF and may be deleted from the schedule before printing, ONLY after the final approval of the FEI.

NOTICE TO NFs/OCs FOR ALL INTERNATIONAL EVENTS

Any competitions other than those covered in the Rules for Dressage Events must be approved by the FEI before they may be added to the schedule

Schedules for CDI3*, CDI4*, CDI5*, CDI-Ws, CDIos 2*, CDIos 3* and Championships are approved by the FEI.

Schedules for these events must be sent to the FEI Secretariat for approval by the NF concerned, at least 10 weeks before the event is due to take place.

Definite schedules must be sent to the FEI Secretariat by the NFs concerned at least 4 weeks before the event takes place.

Final approval of the draft schedule by the FEI, in accordance with Art. 110, denotes only that the contents conform to the FEI Statutes, General Regulations and Rules. By no means does this entail implicit acceptance of any liability by the FEI for any damages to third parties caused by the Organising Committee and its officials, athletes, drivers, owners, and their horses.

IMPORTANT

The Definite schedules must be sent to the FEI Secretariat by the NFs concerned, no later than 4 weeks before the event takes place.

THE FEI CODE OF CONDUCT

FOR THE WELFARE OF THE HORSE

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
2. Horses and athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
3. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
4. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
- 5. The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.**

A full copy of this Code can be obtained from the Fédération Equestre Internationale, Chemin de la Joliette 8, CH-1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English & French. The Code is also available on the FEI's website: www.fei.org.

III. GENERAL INFORMATION

1. ORGANISER

Name: Confederação Brasileira de Hipismo

Address: Rua Sete de Setembro 81
Rio de Janeiro RJ

Telephone: 55 21 22779150 Email: internacional@cbh.org.br

FAX: 5521 779165 Website: www.cbh.org.br

Assisted by Federação Paulista de Hipismo

Rua Brejo Alegre nr 211

Tel 55 11 56423350

e-mail adestramento@fph.com.br

COMPLETE POSTAL ADDRESS OF THE SHOWGROUND

Street: Sociedade Hípica Paulista – Rua Quintana 206

Postal Code: Brooklin

City: São Paulo

Tel. Show office: **55 11 55046130**

2. ORGANISING COMMITTEE (Appendix A GR)

Honorary President : Dr Luiz Roberto Giugni – President CBH

President of the Event : Mr Plinio Soares Junior – President FPH

President of the Venue : Dr Renato de Moraes Dantas

Dressage Director CBH : MRS Sandra Smith

Dressage Director Venue : MRSLuciana Pereira

Show Secretary : Mr Vincenzo de Freitas

3. EVENT DIRECTOR

Name : Patricia Carvalho

Address: Rua Quintana 206

Telephone: 55 11 55046130 Fax: 551155016130

Email: path@uol.com.br

IV. OFFICIALS

1. GROUND JURY : (Art. 144, 149, 437)

(For CDI3* and above: min. 3 foreign judges of different nationality, CDI5* at least 3 5*-Judges, CDI4* at least 2 5*-Judges (5* judge=O-judge))

President : Jean Michel Roudier (FRA) 5*
FEI ID: 10050089✓

Member : Ghislain Fouarge (NED) 5*
FEI ID: 10053827✓

Member : Evi Eisenhardt (GER) 5*
FEI ID: 10053735✓

Member : Stephen Clarke (GBR) 5*
FEI ID: 10053540✓

Member : Claudia Mesquita(BRA) 4*
FEI ID: 10051728✓

Member : Natacha Waddell (BRA) 2*
FEI ID: 10083413✓

Member : (Name and nationality)
FEI ID:

2. FOREIGN JUDGE : (Art. 148, 437)

(For all other events, the President or another member of the Ground Jury must be nominated in the schedule as Foreign Judge. The Foreign Judge should be an 5* (O) judge whenever possible)

Name : Jean Michel Roudier (FRA) ✓
FEI ID: 10050089

Email: jmroudier2@orange.fr

3. FOREIGN TECHNICAL DELEGATE : (Art. 152, 153, 447)

(Compulsory only for World Cup™ Finals, Championships and Games and appointed by the FEI)

Name : (Name and nationality)

FEI ID:

Email:

4. APPEAL COMMITTEE : (Art. 150, 160, 439, 448)

(Compulsory only for CDIOs, FEI World Cup™ Finals, FEI World Cup™ League Finals, Championships, Regional and Olympic Games. One member must be foreign.)

President: (Name and nationality)

FEI ID:

Email :

Members : (Name and nationality)

FEI ID: (only when applicable)

(Name and nationality)

FEI ID: (only when applicable)

5. CHIEF STEWARD : (Art. 155, 442 and manual for Stewards)
(must be selected from the FEI Directory, List of Chief Stewards for Dressage)

Name : Luiz Rocco (BRA)
 FEI ID: 10050539✓
 Email: path@uol.com.br

6. ASSISTANT STEWARDS (minimum 3)

FEI recommends that the Assistant Stewards are FEI Level1 Stewards.

Name: Heitor Banciela ✓ Nationality: BRA
 FEI ID: (only when applicable)

Name: Roberta Milani ✓ Nationality: BRA
 FEI ID: (only when applicable)

Name: Carlos Eduardo Banciela ✓ Nationality: BRA
 FEI ID: (only when applicable)

7. FEI VETERINARY DELEGATE : (Art. 154, 441, 1003, 1006)
(must be selected from the FEI Directory, List of Veterinarians for Dressage)

Name : DR Fabio Tuna Vieira (BRA)
 FEI ID: 10050501✓
 Email:

OR (delete not applicable)

8. VETERINARY COMMISSION : (Art. 154, 441, 1003, 1013)
(Compulsory only for CDIO2*, CDIO3*, World Cup™ Finals, Championships, Regional and Olympic Games) (must be selected from the FEI Directory, List of Veterinarians for Dressage)

President:
 FEI ID: (compulsory)
 Foreign Veterinary Delegate: (Name and nationality)
 FEI ID: (compulsory)
 Assistant Veterinarian: (Name and nationality)
 FEI ID: (compulsory)

OTHER OFFICIALS

9. VETERINARIAN SERVICE MANAGER (FORMER TREATING VETERINARIAN, SEE CHAPTER X, PT. 8; ART 1008):

- The Veterinarian Services Manager may never be the same person as the FEI Veterinary Delegate
- Note that VSM may be the same as the Treating Veterinarian or may be a coordinator of other Treating Veterinarians

Veterinarian Service Manager:

Name: Dra Patricia Brossi (BRA) (NF)
 Telephone: 55 11 554006130

Mobile:
Email: ptbrossi@uol.com.br
FEI ID: 10101171✓

Treating Veterinarian (if different from above):
(The Treating Veterinarian may never be the same person as the FEI Veterinary Delegate, Art. 1010)

Name: Neimar Roncati (NF)
Telephone:
Mobile:
Email: neimarroncati@gmail.com
FEI ID: 10090822✓

24-hr Veterinary services telephone number: 11 55 046130✓

10. DOCTOR / MEDICAL SERVICE

Name: Amil Assistência Médica Internacional✓
Phone number: 55 11 41971000

11. FARRIER

Name: Indicated by SHP
Phone number: 55 11 55016130✓

V. SPECIFIC TECHNICAL CONDITIONS (Art. 429)**1. TIMETABLE :****TIMETABLE** (to be provided per category/level)

Date

Time

- Opening of stables:
- Horse Inspection:
- Draw for the order of starting:

19/11	8 am✓
21/11	2 pm to 4 pm✓
21/11	5 pm✓

- 1st day 22/11/13
1. FEI JUNIOR TEAM TEST 2009
 2. FEI YOUNG RIDER TEAM TEST 2009
 3. FEI PRIX ST GEORGES 2009
 4. FEI GRAND PRIX 2009
- 2nd day 23/11/13
5. FEI JUNIOR INDIVIDUAL TEST 2009
 6. FEI YOUNG RIDER INDIVIDUAL TEST 2009
 7. FEI INTERMEDIATE I ED 2009
 8. FEI GRAND PRIX SPECIAL 2009
- 3rd day 24/11/13
9. FEI JUNIOR FREESTYLE TEST 2009
 10. FEI YOUNG RIDER FREESTYLE TEST 2009
 11. FEI FREESTYLE INTERMEDIATE I 2009
 12. FEI FREESTYLE GRAND PRIX 2009

2. VENUE :

The event will take place: indoors outdoors✓

3. COMPETITION ARENA :

Total dimensions : 20 X 60✓

Type of Sand Footing: SAND✓

(Competition arena - dimensions: 20 x 60 m)

4. PRACTICE ARENA :

Arena - dimensions: X 20 x 60 m ✓

Type of Sand Footing: SAND✓

5. STABLES :

Size of boxes 3 m x 3 m✓ (minimum 3m x 3m + 10% 3mx4m)

6. DRAW FOR THE ORDER OF STARTING (Art. 425, 456)

Competitions other than Grand Prix, Grand Prix Special and Grand Prix Freestyle according to Art. 425

• GRAND PRIX

- a) Ordinary draw X✓
- b) In reverse order of the World Ranking List (in groups of five)
(obligatory for CDI-W)

• **GRAND PRIX SPECIAL**

- a) CDIO2*-5* and Championships
- draw within groups of five in reverse order of the result of the Grand Prix (group of riders placed 26-30th to start first)
- b) CDI3* / CDI4* / CDI5* X✓
- draw within groups of five in reverse order of the result of the Grand Prix (group of riders placed 11-15th to start first)

• **GRAND PRIX LEVEL FREESTYLE TEST**

- a) CDIO2*-5* and Championships
- draw within groups of five in reverse order of the results of the Grand Prix Special (group of riders placed 11-15th to start first)
- b) CDI3* / CDI4* / CDI5* and CDI-W X✓
- draw within groups of five in reverse order of the result of the Grand Prix (group of riders placed 11-15th to start first)

7. SCORING - AVERAGE SCORE and OPEN SCORING

Please provide details if there will be Average Percentage Score or Open Scoring (Open scoring must not be visible to judges or athletes). Average percentage score is compulsory for Championships (GP and GP Special) and World Cup Dressage Qualifiers (GP).

Yes

X No✓

VI. INVITATIONS (Art. 115, 420, 423, 444, YR3, J3; also see Categories of Events, Dressage Rules; Art. 484 of the Rules for FEI World Cup™ Dressage)

Number of NFs invited : OPEN TO ALL NFs ✓

State which NFs are invited :

(at least six NFs for CDIs 3* and above, and two reserve):

Reserve NFs: Open

Number of home athletes: Open

Number of athletes per NF Open

Number of horses per athlete:

Athletes are invited by the Organising Committee through their NF.
One groom per rider.

VII. ENTRIES (Art. 116, 423)

N.B. All Athletes & Horses participating in any International competition must be registered with the FEI.

Entries in Principle: October 25 th

Nominated Entries: November 4 th (compulsory for Championships & Games)

Definite Entries: November 12 th

Last date for substitutions: November 19 th

Entries have to be sent to: adestramento@fph.com.br

ENTRY FEE SHOULD BE PAID UNTIL NOVEMBER 13TH TO:

FEDERAÇÃO PAULISTA DE HIPISMO BY BANK , PLEASE SEE APPLICATION FORM ATTACHED

JUNIORS AND YOUNG RIDERS R\$ 1.000,00 PER HORSE

SMALL TOUR

PRIX ST GEORGES/INTERMEDIATE I /FREESTYLE INT I R\$ 1.500,00 PER HORSE

BIG TOUR

GRAND PRIX/GRAND PRIX SPECIAL/FREESTYLE GRAND PRIX R\$2.000,00 PER HORSE.

IMPORTANT – Entries must include the following information on horses/ponies and athletes:

Horses: • name of horse • date of birth • breed • country of birth • stud-book initials • passport number/FEI horse registration number • colour • sex • name(s) of owner(s)

Athletes: • name of athlete • nationality of athlete • FEI rider registration number

Organising Committees may include the following in the schedule:

“NB : Withdrawals after the date of definite entries or no-shows will be held liable to reimburse the OC for the actual financial loss incurred by the OC (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.”

ADDITIONAL FEES/CHARGES BY THE ORGANISER

(These amounts include VAT)

Entry fee per horse:	NO
Stabling fee per horse (if any):	R\$ 300,00
Starting fee per horse (if any):	NO
MCP Fee:	NO
Additional fees (if any):TACK ROOM	R\$ 250,00

VIII. FACILITIES OFFERED AND PRACTICAL INFORMATION

(Art. 131, 132)

1. ATHLETES

Hotel : TO BE CONFIRMED

Accommodated (bed and breakfast) from _____ to _____ at OC athlete
x expense ✓Meals : at the expense of OC athlete x from 21/11/13 to 24/11/13
at (where) . ✓**2. GROOMS**

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of OC athlete x from
20/11/13 to 24/11/13. ✓Meals: at OC athlete X expense from _____ to _____ at (where)
. ✓

N.B. OCs must provide sufficient sanitary and showering facilities, with hot and cold water for male and female grooms. These must be regularly maintained in a proper state of cleanliness.

3. HORSES / PONIESTransport expenses to be paid by the OC athleteX . If by the OC, at
per km. ✓Stabling arrangements, from _____ to _____. Cost to be paid by OC
athleteX ✓**4. WELCOME**

The time and date of arrival of athletes and horses and their means of transport must be given to the OC in order to facilitate them on arrival

5. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Please provide details at athlete expense ✓

IX. ADDITIONAL INFORMATION

1. 10. ADVERTISING AND PUBLICITY ON COMPETITORS AND HORSES (Art. 135)

The athletes **are not** authorised to carry the logo of their personal sponsor in accordance with Art. 135.1-2. The Chief Steward will check that the advertising and publicity on athletes and horses complies with Article 135 of the General Regulations. ✓

2. GENERAL CLASSIFICATION AT THE END OF THE EVENT

Full information on all special prizes for example:

Leading athlete award –	no
Best foreign athlete -	no
Best home athlete –	no
Team awards –	no

(Art. 126, 127, 128)

Details of system to determine the leading athlete etc. Any other details pertaining to prize distribution.

3. PRIZE GIVING CEREMONY

Please indicate in the schedule the number of athletes to present themselves for the prize-giving ceremony of each competition. 1 st tp 6 th place per competition

4. INSURANCES

Details pertaining to insurance of athletes, horses etc. Responsibility of OC for damages, fire, theft etc.

All owners and athletes are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out third-party insurance providing full coverage for participation in equestrian events at home and abroad, and to keep the policy up to date.

The FEI insures all FEI Officials, whose names are published in the FEI Officials lists, against third party liability including Judges, Course Designers, Technical Delegates, FEI Stewards, FEI Veterinary Delegates, Para Classifiers, Members of the Judges' Supervisory Panel and FEI Coaches (FEI MCP Veterinarians are covered under a different policy):

- Who are acting for or on behalf of the FEI as stated in the approved schedule of the Event or who are acting in the scope and course of the FEI's Business as described in the final approved schedule; and

- Who have received the status of FEI Officials at FEI Events through a qualification process.

The FEI will NOT insure:

- National officials officiating at FEI Events; and/or
- FEI Officials, who have no official function at the Event.

The insurance extended is for any liability that the FEI Official incurs to a third party, and for the costs of defending any such claim arising as a result of actions undertaken by the FEI Official in good faith (including errors and omissions) on behalf of the FEI. However, the insurance for obvious reasons does not extend to any liabilities incurred as a result of an FEI Official's dishonest, fraudulent, malicious, and/or illegal act.

Should an FEI Official become aware of an incident that he or she believes might result in a claim, that FEI Official should notify the FEI immediately and provide all of the facts known to the FEI Official. The FEI cannot guarantee the insurance coverage described above in circumstances where the FEI Official has good cause to believe that there might be a claim and does not provide such timely notice directly to the FEI.

5. ENTRY RIGHT TO SHOWGROUNDS (Art. 132, 1005) / ACCREDITED PERSONS

Please list person with right of entry to show grounds (owners, grooms, athletes, other persons) **open**

6. START LISTS & RESULT SHEETS

The name of the owner of each horse/pony will be added to all start lists and result sheets, as well as its stud book initials, country of birth, sex and age.

7. PROTESTS/APPEALS

All protests and appeals to be valid must be made in writing and accompanied by a deposit of CHF 150.- or equivalent. **(Art. 163-168)**

8. EVENT'S ORGANISATION

In exceptional circumstances, together with the approval of Chefs d'Equipe and Ground Jury, the OC reserves the right to modify the schedule in order to clarify any matter or matters arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all competitors and officials as soon as possible and they must be reported to the FEI Secretary General by the Foreign Judge. **(Art. 109 - 110)**

9. DISPUTES

In the event of any discussion concerning the interpretation of the schedule (in translated languages), the English version will be decisive.

10. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results to be sent in immediately after the conclusion of the

event.

Results including the amount of prize money awarded (if any) and the value of the prizes in kind are to be sent by e-mail to carina.mayer@fei.org, in the proper Excel file immediately after the event. Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <http://www.fei.org/disciplines/officials-organisers/organisers/dressage/results-forms>

All results must include FEI Passport Registration number of horses and the FEI ID numbers of Riders. The name and nationality of the horses owner must also be included with the results. **All athletes who have not completed the event must appear on the results sheets.**

X. VETERINARY MATTERS

VETERINARY REGULATIONS (VRs), 13th edition, effective 1 January 2013

1. CUSTOMS FORMALITIES

Name of horse Transport Company representing the OC, required customs documents, border crossing points, times of opening etc.

Address: GTC TRANS CONNECTION ✓
MRS Mariana Rios
Mr Cassiano Rios

Telephone: 551135411206 Fax: 551132537448

Email: gtc@gtcbrasil.com.br

2. HEALTH REQUIREMENTS

GENERAL

In accordance with the FEI Code of Conduct it is imperative that all Horses at FEI Events are physically fit and free from infectious disease before being allowed to compete.

ENTRY OF HORSES

Details on compulsory health tests and, where applicable, quarantine periods and protocol, etc. PLEASE APPEND SPECIMEN IMPORT LICENCES WHICH WILL BE APPLIED TO HORSES ATTENDING THIS EVENT. In case of doubt or problems, please contact the FEI Veterinary Department as soon as possible.

Horses have to present negative exams for AIE and Mormo and all other requirements of CBH and SHP.

3. NATIONAL REQUIREMENTS

OCs to add any applicable National Legislation, for example: Government Welfare, Medication Rules etc.

4. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in vehicles suitable for the transport of horses. Any government requirements for disease testing and control must be requested well in advance, and the Horse be in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have a responsibility to be in compliance of national legislation in both the country of origin, return, and the host nation of the Event; where necessary Athletes must contact local government authorities or veterinary advisors for

information regarding animal health requirements and transport legislation. Within the European Union (EU), this includes EU Council Regulation (EC) No 1/2005 concerning the protection of animals during transport within the Member States of the EU.

5. **VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**

PASSPORTS

General Regulations Article 137

For all Horses FEI Passports/FEI Recognition Cards issues, please address to your National Federation

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards - for those Horses with a national passport approved by the FEI, are compulsory for FEI Events, with the exception of CNs and CIMs as outlined below.

Event's Category	FEI Passport/Recognition Card
National Events	Not compulsory
CDI1*-2* / CDIY/J/U25/P/Ch	Not compulsory for Horses from the host nation – Compulsory for Horses from the invited Nations
CDI3*-5*-W	Compulsory
CDIO*3-5*/CDIO-U25/Y/J/P/Ch	Compulsory
All Championships/Games	Compulsory

Athletes whose Horse's Passport and/or Recognition Card is not correctly validated, or failing to meet other requirements for vaccination and Equine Anti-Doping and Controlled Medication control (Veterinary Regulations Article 1030) will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations**.

Athletes will be required to write their name and counter sign next to any passport irregularity entry noted, as an acknowledgement, prior to receiving the passport and leaving the show ground. Following a warning being issued for such an irregularity the Athlete will have 30 days to correct this, failure to correct such irregularities within 30 days will result in a sanction being imposed.

Note for Horses permanently resident in a Member State of the European Union, all Horses must have a national EU passport in compliance with EU Regulations, to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

VACCINATIONS - EQUINE INFLUENZA **2013 Veterinary Regulations Article 1028**

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
Primary Course	1 st Vaccination: day 0 (e.g. 1 January 2010) 2 nd Vaccination: day 21-92	May compete 7 days after the 2 nd Vaccination

	(e.g. 1 February 2010)	
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course (e.g. 1 August 2010)	May compete for 6 months +21 days after the 2 nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination (e.g. may enter venue after 7 August 2010)
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: must be competing in the 6 months +21 days from the previous booster vaccination	Must have been vaccinated with the 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

Exceptions to the requirement for FEI equine influenza vaccinations currently exist only for those Horses competing at CNs or CIMs where there are no national requirements for influenza vaccination in both the Event host country and the Horse's country of origin (General Regulations Article 137).

EXAMINATION ON ARRIVAL

2013 Veterinary Regulations Article 1032

On arrival at an Event venue all Horses must undergo an examination by a veterinarian to confirm their identification from their passport, their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status, with regards to vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

HORSE INSPECTIONS

2013 Veterinary Regulations Article 1033

All Horses will be assessed for their orthopaedic fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

6. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION

2013 Veterinary Regulations, Chapter VI

EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1021). The list of approved Laboratories and further information is available on the FEI website.

Within FEI Groups I & II, the Organising Committee should charge competitors the equivalent of CHF 12.50 towards the cost of the EADCMP, which is affected by the FEI Veterinary Department.

SAMPLING

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance

with obligatory testing, targeted or random sampling procedures (2013 Veterinary Regulations Article 1058).

CLEAN SPORT INFORMATION

The current FEI Equine Prohibited Substances List of Banned Substances and Controlled Medications is available on the FEI Clean Sport website: www.FEICleanSport.org as a PDF document, database or smart phone app. Detection times are also provided for a limited number of Controlled Medication substances where available.

Elective Testing may be carried out, by Competitors for their Horses, prior to an Event to check for the presence of prohibited substances (please refer to www.FEI.org/veterinary for information and details).

FEI LABORATORY FOR SAMPLE ANALYSIS

GROUPS I & II ONLY – FEI CENTRAL LABORATORY

Under Veterinary Regulations Chapter VI, Article 1057 within some geographical regions, as determined by the FEI Bureau, the Equine Anti-Doping Controlled Medication Programme (EADCMP) and procedure is administered by the FEI Veterinary Department. Therefore all samples collected in Groups I and II, must be analysed by the FEI Central Laboratory, currently Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Bioresearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW.

Samples collected outside of FEI Groups 1 and 2 may be analysed at an alternative FEI Approved Laboratory. Addresses and contact details can be found at http://www.fei.org/sites/default/files/file/VETERINARY/Doping_and_Controlled_Medication/list%20of%20labs%20%2711.pdf.

Name: HORSERACING FORENSIC LABORATORIES (HFL)
ATT DR STEVE MAYNARD

Address: NEWMARKET ROAD
FORDHAM
CAMBRIDGESHIRE CB7 5 WW
UNITED KINGDOM

Telephone: +441638724406

Fax: +441638724407

Email: SMAYNARD@HFL.CO.UK

7. VETERINARY TREATMENTS, SUPPORTIVE AND OTHER THERAPIES **2013 Veterinary Regulations Chapter V**

Veterinary treatment or supportive therapy required during an Event is under the control of the FEI Veterinary Official (Veterinary Delegate) and only permitted when:

- a) authorised using the appropriate Veterinary Form (see table below, or VRs article 1047-1051), either prior to the competition or prior to administration once the competition has begun;
- b) conducted within the designated Treatment Boxes and
- c) administered by an FEI Veterinarian (VRs article 1003) or Other Treating Professional (VRs article 1021).

Heated or magnetic blankets, physical therapy, ice and cold water, non-prohibited,

authorised substances that are administered orally or by nebulisation, or those treatments exceptionally authorised by the Veterinary Delegate are allowed in the Horse's own stable.

VETERINARY FORM	USE	AUTHORISED BY
Veterinary Form 1	Emergency treatment using a prohibited substance	Ground Jury after first consultation with the Veterinary delegates
Veterinary Form 2	Declaration for administration of altrenogest (Regumate) to mares	Person Responsible declaration
Veterinary Form 3	Authorisation for the use of medication not listed as prohibited	FEI Veterinary Delegate
Veterinary Form 4	Self declaration for the administration of specifically stated substances only (VRs article 1041)	FEI Veterinarian (Team Vet, Athlete Private Vet, VSM, Treating Vet) With submission to the Veterinary Delegate before administration
FEI Elective Testing Form	Form to accompany samples sent to a FEI Laboratory for elective testing before the event	N/A

Supervision of all such treatments by FEI Officials may take place directly on a random check basis or by requesting to see a copy of the relevant authorisation. No treatments may take place without coming under such control and authority, except in the case of a clear emergency, when a retrospective authority may be considered if the Horse is to continue.

8. VETERINARIANS AT EVENTS **2013 Veterinary Regulations, Chapter II**

VETERINARY SERVICES MANAGER (VSM)

All Organising Committees must appoint a FEI Veterinarian as a Veterinary Services Manager to be responsible for assisting the organiser in achieving the Minimum Veterinary Standards and facilities required for an FEI Event. The VSM must ensure sufficient numbers of treating veterinarians are available for the type of Event and the number of Horses attending. The VSM may be the event treating veterinarian themselves.

FEI VETERINARIANS

All veterinarians treating Horses during FEI Events, including Team Veterinarians, Athlete's Private Veterinarians and Treating Veterinarians must be registered with the FEI as FEI Veterinarians – either Permitted Treating or Official Veterinarians. Veterinarians must carry their FEI ID Card with them at all times when in attendance at Events and must present this on the request of FEI Stewards or Officials. Athletes are advised to ensure that any veterinarian they wish to treat their Horse during an Event is registered in the correct way with the FEI. Registering as an FEI Veterinarian does not give any automatic right to having accreditation which is issued by the event Organising Committee.

9. NOTES TO ORGANISING COMMITTEES

FEI Veterinary Delegates must verify that adequate facilities and services are provided by the Organising Committee prior to the start of the Event, and ensure that FEI Stewards are aware of the requirements for the authorisation of Veterinary Forms, other

treatments and the FEI Veterinarian ID Card during Events.

Organising Committees must also ensure that there are adequately trained stewards or designated individuals who will liaise with FEI Veterinary Officials to assist with the supervision of treatment areas. The Veterinary Forms 1-4 must be kept by the FEI Veterinary Delegate, referenced and submitted in their report to the FEI within 72 hours.

FURTHER QUERIES ON THIS INFORMATION NOTE

If you have any further questions please check: www.fei.org/Veterinary

Please feel free to contact victoria.unt@fei.org or veterinary@fei.org for further information. Tel 0041213104747

10. PONIES

For all Pony Events, Ponies must be available for Pony Measurement prior to the Horse Inspection (2013 Veterinary Regulations, Chapter IV).

XI. HUMAN ANTI-DOPING

At a minimum, and pursuant to the ADRHAs, Organisers must provide the following at Events where human anti-doping testing is scheduled to take place at least 2 months prior to the Event:

- 1.** One (1) staff member able to act as point of contact and coordinator for the *Doping Control Officers (DCOs)* with the contact name and details of this staff member to be communicated to the *FEI* at least two (2) weeks prior to the starting date of the *Event*.
- 2.** Human anti-doping facilities reasonably separated from public activity, consisting of:
 - one (1) private room exclusively dedicated for use by the *DCOs* with one (1) table, two (2) chairs, pens and paper and one (1) lockable fridge; and
 - a waiting room/area with a suitable number of chairs as well as an appropriate amount of individually sealed, non-caffeinated and non alcoholic beverages, which includes a mix of natural mineral water and soft drinks ; and
 - one (1) private and clean bathroom/toilet, adjacent or as near as possible to the *DCO* room and waiting area.
- 3.** Staff members (or volunteers) of both genders, able to act as *Chaperones*. The number of *Chaperones* available to the *OC* must be communicated to the *FEI* as early as possible following receipt by the *OC* of the *Testing* plan for the *Event*. Please see the qualifications for *Chaperones* in the ADRHAs.

FIRST DAY: FRIDAY

DATE (dd/mm/yy) : **22/11/13**

COMPETITION No 1 9:00 AM

Indicate test to be ridden and edition : FEI JUNIOR TEAM TEST ED 2009✓
 Number of horses per athlete : 2✓
 Starting order: DRAW ART 425✓
 Total prize money + split-up :NO PRIZE MONEY ✓

* * * * *

COMPETITION No 2 IN CONTINUATION

Indicate test to be ridden and edition :FEI YOUNG RIDER TEAM TEST ED 2009 ✓
 Number of horses per athlete : 2✓
 Starting order : DRAW ART 425✓
 Total prize money + split-up : NO PRIZE MONEY✓

* * * * *

COMPETITION No 3 IN CONTINUATION

Indicate test to be ridden and edition : FEI PRIX ST GEORGES ED 2009✓
 Number of horses per athlete : 2✓
 Starting order : DRAW ART 425✓
 Total prize money + split-up : U\$ 3900 / 1ST 1200✓/- 2ND 900/3RD 700/4TH 500/5TH 400/6TH 200.

COMPETITION No 4 IN CONTINUATION

FEI Grand PRIX ed 2009✓
 Number of horses per athlete 2✓
 Starting order Draw art 425: Ordinary Draw✓ Athletes to opt for the Grand Prix Special or the Grand Prix Freestyle by the date of definite entry.
 Total prize Money: U\$ 6900 1st 2100✓/2nd 1700/3rd 1300/4th 1000/5th 500/6th 300/

* * * * *

SECOND DAY : SATURDAY**DATE** (dd/mm/yy) **23/11/13****COMPETITION No 5** 9AM

Indicate test to be ridden and edition : FEI JUNIOR INDIVIDUAL TEST ED 2009✓
 Number of horses per athlete : 2✓
 Starting order: DRAW ART 425✓
 Total prize money + split-up : NO PRIZE MONEY✓

* * * * *

COMPETITION No 6 IN CONTINUATION

Indicate test to be ridden and edition : FEI YOUNG RIDER INDIVIDUAL TEST ED 2009✓
 Number of horses per athlete : 2✓
 Starting order : DRAW ART 425✓
 Total prize money + split-up : NO PRIZE MONEY✓

* * * * *

COMPETITION No 7 IN CONTINUATION

Indicate test to be ridden and edition : FEI INTERMEDIATE I ED 2009✓
 Number of horses per athlete : 2✓
 Starting order : DRAW ART 425✓
 Total prize money + split-up : U\$ 4600 1ST 1400✓/2ND 1000/3RD 800/4TH 600/5TH 500/6TH 300.

COMPETITION No 8 IN CONTINUATION

FEI GRAND PRIX SPECIAL ED 2009✓
 STARTING ORDER DRAW ART 425 draw within groups of five in reverse order of the result of the Grand Prix (group of riders placed 11-15th to start first)
 ✓
 TOTAL PRIZE MONEY U\$ 6900/1ST 2100✓/2ND 1700/3RD 1300/4TH 1000/5TH 500/6TH 300.

* * * * *

THIRD DAY: SUNDAY**DATE** (dd/mm/yy) **24/11/13****COMPETITION No 09** 9AM

Indicate test to be ridden and edition : FEI JUNIOR FREESTYLE TEST ED 2009✓

Number of horses per athlete : 1✓

Starting order: DRAW ART 425✓

Total prize money + split-up : NO PRIZE MONEY✓

* * * * *

COMPETITION No 10 IN CONTINUATION

Indicate test to be ridden and edition : FEI YOUNG RIDER FREESTYLE TEST ED 2009

✓

Number of horses per athlete : 1✓

Starting order : DRAW ART 425✓

Total prize money + split-up : NO PRIZE MONEY✓

* * * * *

COMPETITION No 11 IN CONTINUATION

Indicate test to be ridden and edition : FEI FREESTYLE INTERMEDIATE I ED 2009✓

Number of horses per athlete : 1✓

Starting order : DRAW ART 425✓

Total prize money + split-up : U\$ 7700 /1ST 2300✓/2ND 2000/3RD 1500/4TH 1100/5TH 500/6TH 300.**COMPETITION No 12** IN CONTINUATION

FEI FREESTYLE GRAND PRIX ED 2009✓

NUMBER OF HORSES PER ATHLETE 1✓

STARTING ORDER DRW ART 425 draw within groups of five in reverse order of the result of the Grand Prix (group of riders placed 11-15th to start first)

✓

TOTAL PRIZE MONEY U\$ 9500/ 1ST 2800✓/2ND 2300/3RD 1600/4TH 1300/5TH 1000/6TH 500.

* * * * *

APPENDIX TO SCHEDULE
MUST BE DISTRIBUTED TO ALL OFFICIALS,
FOR OTHER AVAILABLE ON REQUEST

**FOR THE INFORMATION OF ORGANISING COMMITTEES
AND OFFICIALS**



**THE INTERNATIONAL DRESSAGE RIDER CLUB (IDRC)
THE INTERNATIONAL DRESSAGE TRAINER CLUB (IDTC)
FEDERATION EQUESTRE INTERNATIONALE (FEI)**

**REMINDER FOR ATHLETES AND TRAINERS
REGARDING WARMING-UP AND TRAINING AREAS**

In recent years the warming-up areas have become more accessible to spectators, judges, press and media who enjoy watching skilful and sensitive riding and training methods.

Every athlete and trainer must accept his responsibility to uphold the high level of horse welfare our sport has achieved.

All warming-up and training areas are supervised by officially appointed FEI stewards. Their job is to ensure that FEI regulations are enforced and athletes and trainers maintain standards of riding and warming-up in accordance with art. 143 and 144 of the FEI General Regulations.

Should any spectator, athlete, trainer or judge be concerned about, or feel they are witnessing rough or unfair riding or training, without delay they should immediately report the incident to the FEI Steward. The FEI Steward will then decide on the appropriate course of action including reporting the incident to the Chief Steward who will report to the President of the Ground Jury.

More detailed information regarding disciplinary procedures can be found in the FEI General Regulations, art. 169.

FOR THE INFORMATION OF ORGANISING COMMITTEES

STABLE SECURITY/STEWARDING AT INTERNATIONAL EVENTS

MINIMUM REQUIREMENTS TO ENSURE IMPLEMENTATION OF
VRs Art. 1023

1. ACCESS TO STABLE AREA

The stables must be completely enclosed within a suitably restrictive perimeter (stable area) which will act both as a deterrent to the admission of unauthorised persons and to the exit of horses. The area must be sufficiently large to allow horses to be evacuated from the stables in an emergency but still remain within the confines of the perimeter.

Whenever possible the stable area must include only stables; lorries, caravans, etc., should not be permitted within the area unless specifically needed as accommodation for horses and/or grooms.

Access to stables must be limited to those persons indicated in VRs Art. 1023.VI. It is essential that the official issuing authorised access be a responsible person of seniority within the Organising Committee.

2. CONTROL OF ACCESS

A control system must operate at all entrance gates so that there is an efficient and reliable method of identifying those who enter and leave the stable area at any time.

Extra vigilance must be used in establishing the identity of persons and reasons for entering the stables during the night.

3. STEWARDING OF STABLE AREA

At least one stable steward, directly responsible to the Chief Steward, must be present or readily available in the vicinity of the stable area 24 hours a day during the entire duration of the event. He may be assisted by deputies as required. The steward/deputies must regularly patrol the stable area, without establishing any predetermined pattern, to discourage any form of illegal practices or abuses to horses. Any misdemeanours must be reported immediately to the stable steward who must, in turn, report to the Chief Steward.

The duty of the stewards is therefore to safeguard the welfare of the horses and to prevent any form of illegal practices.

4. GROOMS

It is appreciated that grooms wish to remain with their horses during the night. Only grooms duly registered with the OC are permitted to do so.

The Person Responsible must ensure that his/her grooms, or any other authorised persons with access to his/her horses, are familiar with the security and stewarding procedures operating at the event attended.

5. MOVEMENT THROUGHOUT EVENT GROUNDS

Movement of horses between the stables, practice, grazing and main arena

must be strictly controlled. The optimum layout for Jumping and Dressage disciplines is attached. It is appreciated that flexibility will be required depending on the requirements of other disciplines.

6. STEWARDING OF PRACTICE ARENA

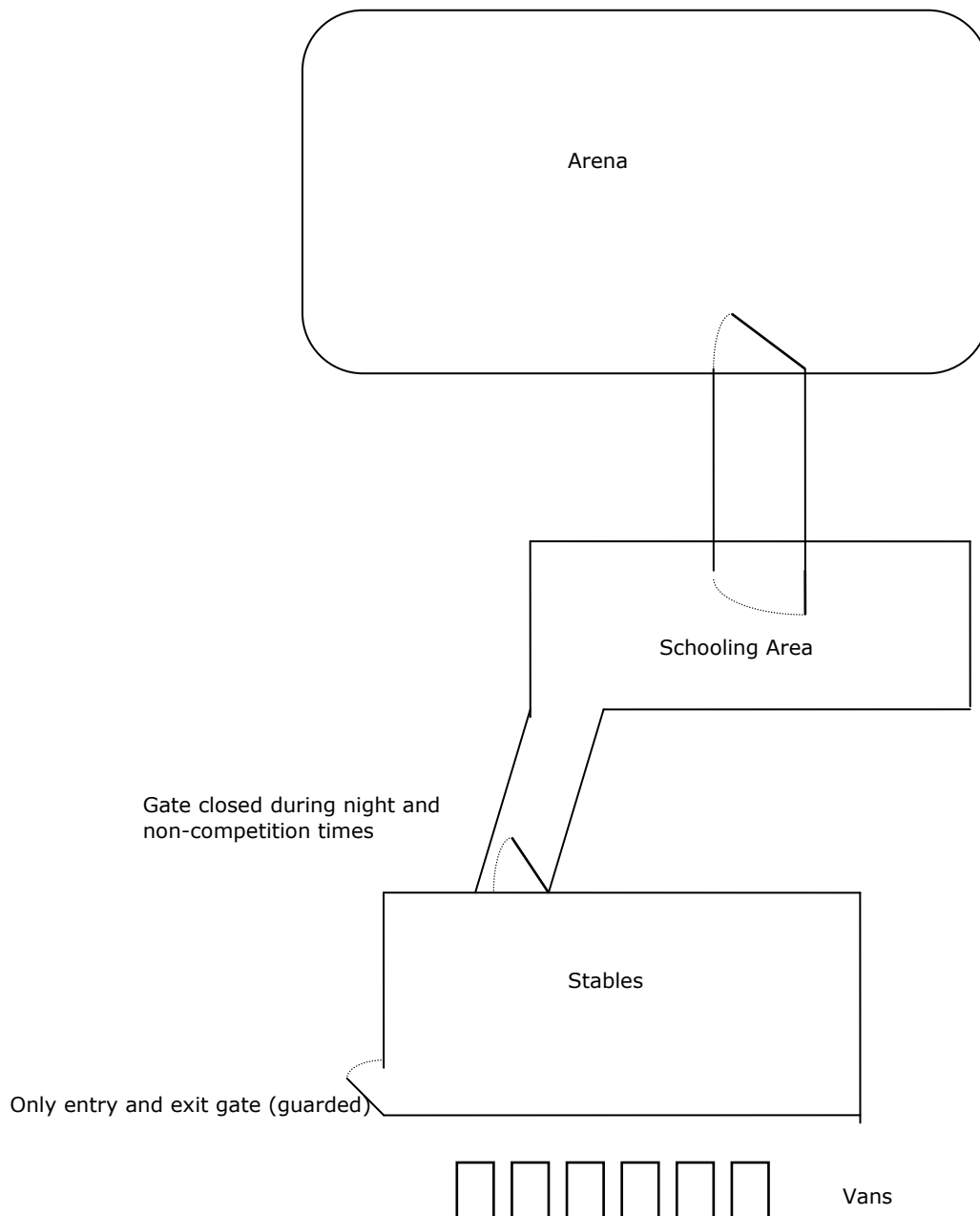
The Chief Steward must ensure that all practice arenas are adequately stewarded all the time that they are officially open. He must also ensure that these arenas are subject to random control when they are officially closed.

7. GRAZING AREA

It is recommended that a grazing area be provided at all outdoor events, and that this be subject to random control. If available, horses must only be grazed or walked in hand within this area.

The Foreign Judge/TD at events will be specifically asked to check that the relevant requirements are met as reasonably as can be expected, depending on the discipline, and to indicate clearly any shortfalls, following which consideration may be given to altering the category of the event in future.

**STABLE SECURITY / STEWARDING AT INTERNATIONAL EVENTS
EXAMPLE LAYOUT FOR STABLES AND SHOWGROUND**



FOR INFORMATION PURPOSES

Effective as of 15 January 2007



For the information of NF's and Organising Committees of CDI's

**SANCTIONS AGAINST CDI ORGANISING COMMITTEES
BREAKING FEI RULES****Arena advertising (Article 429):**

Advertising on arena fence exceeding stipulated maximum 44 meters.

1. Warning letter and financial fine of CHF 5.000 per meter in excess.
2. If second violation occurs, the event will not be granted CDI status at the next application to FEI calendar.

Foreign Judge (Article 437):

Use of only 2 Foreign Judges at CDI3*/CDIOs without receiving exemption from FEI.

1. Warning letter.
2. If second violation the event will not be granted CDI status at next application to FEI calendar.

FEI Dressage Committee

FOR INFORMATION

MEDIA OPERATIONS AT FEI EVENTS

The FEI aims to achieve consistent global promotion of FEI Events, and the FEI Press Relations Team would like to take this opportunity to reiterate its commitment to working closely with you, the Organiser, and Event Press Officer to achieve this goal.

Increasing the visibility of our sport is a challenging but important objective, and in order to assist you we provide a number of useful tools to ensure optimal media coverage and working conditions for the media in the lead up to and throughout your event:

1. Media Operations At FEI Events – Guidelines & Checklists (see annex)

The FEI has designed a comprehensive document - "**Media Operations At FEI Events - Guidelines & Checklists**" - which is attached as an annex to this Draft Schedule.

The document outlines the necessary steps, decisions and actions that need to be taken before, during and after the Event in order to optimise working conditions for media at the Event, and to secure positive media coverage of the Event.

IMPORTANT: If Organisers are working with an appointed Event Press Officer or press office team, the FEI recommends that the "**Media Operations At FEI Events - Guidelines & Checklists**" annex is supplied to them as soon as possible, so that all key guidelines within the document can be incorporated into the design and function of the Event's media operations.

2. FEI online resources for media

In addition, the FEI provides a wide range of online information resources to support media, Organisers and Event Press Officers. These include:

FEI Photo Catalogue

Free images for editorial use are available from the FEI Photo Catalogue:

www.feiphotos.org.

Media simply need to register their details and a username and password will be emailed to them.

Social Media

The FEI posts news, images and video on **Facebook** (www.facebook.com/the.fei) and **Twitter** (www.twitter.com/myfei_home). We encourage media, Organisers and Event Press Officers to follow us on Facebook and twitter and share content.

Athlete biographies

Biographies can be found here: www.fei.org/media/biographies

FEI YouTube Channel

Event previews, interviews and behind the scenes footage from many FEI events are available on the FEI's YouTube channel: www.youtube.com/user/feichannel. Feel free to share this content.

FEI TV

Live footage from many Events can be viewed on FEI TV (www.feitv.org), the FEI's official video channel. To subscribe to FEI TV, please click [here](#).

3. Other online resources

FEI rules, results and calendars can be found on www.fei.org, as follows:

- Events: www.fei.org/events
- FEI Calendar: <https://data.fei.org/Calendar/Search.aspx>
- Rules are accessed via the Discipline, e.g.:
www.fei.org/disciplines/jumping/rules
- Rankings & Standings: <https://data.fei.org/Ranking/List.aspx>

4. FEI Crisis Management Plan

The FEI Crisis Management Plan is available from the FEI – please contact the relevant FEI Discipline Director for this document.

The Event Press Officer must be a member of the Crisis Management Team, as explained within the FEI Crisis Management Plan document.

5. FEI Press Relations Team - further support

The FEI Press Relations Team based at FEI headquarters in Lausanne (SUI) is pleased to support the efforts of you, the Organiser, and the Event Press Officer.

In order to support you effectively, please:

- Include the FEI on your press mailing list (press@fei.org)
- Send us a short text presenting your Event, the logo, images (with caption and credit), press kit, press accreditation and hotel reservation details, so that we can publish these details on the FEI website, on social media, in FEI publications and in the FEI Photo Catalogue.

Should you have any questions regarding the **“Media Operations At FEI Events – Guidelines & Checklists”** document, or would like to discuss any media-related issue relating to your Event, please contact the FEI Press Relations Team at press@fei.org or team members:

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Director Press Relations
Relations
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