

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



Please note that schedules will only be accepted when submitted in the provided format of the Official FEI Draft Schedule.

I. DENOMINATION OF THE EVENT:

Event : FEI Children's International Classics Final
Place: Brasília
Indoor: ☐ **Outdoor:** ☒
Date: 10.12.2013-15.12.2013 **NF:** BRA

HIGHER LEVEL EVENT CATEGORIES:

CSIO5*	CSI5*-W	CSIYR-A	CSI5*
CSIO4*	CSI4*-W	CSIJ-A	CSI4*
CSIO3*	CSI3*-W	CSIP	CSI3*
CSIO2*	CSI2*-W	CSIOCh-A	
CSIO1*	CSI1*-W	CSIV-A	
CSIOYR		CSIAm-A	
CSIOJ		CSIU25-A	
CSIOCh	Championship	Games	

II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 23rd edition, effective 1st January 2013
- FEI General Regulations, 23rd edition, effective 1st January 2009, updates effective 1st January 2013
- FEI Veterinary Regulations, 13th edition effective 1st January 2013
- The Jumping Rules and its Annexes, 24th edition, effective 1st January 2013
- CSI/CSIO requirements (For all CSI events in Europe and Worldwide – except for CSIO and Amateur events)
http://www.fei.org/sites/default/files/CSI-O_Req_Europe_2013.pdf
- CSI requirements for North America (Canada, Mexico and USA)
http://www.fei.org/sites/default/files/CSI-O_Req_N%20Am_2013.pdf
- CSI 3*, 4* invitation system (Europe) and 5* invitation system (Worldwide)
- 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 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.

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



**THE APPENDIX (8 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE
AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO
OTHERS UPON REQUEST**

Approved by the FEI, Lausanne, on 13th June 2013

A handwritten signature in blue ink, reading 'John P. Roche', is positioned below the approval text.

John P. Roche
FEI Director Jumping
Director FEI World Cup™ Jumping

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, HM King Hussein I Building, Chemin de la Joliette 8, 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: Sociedade Hípica de Brasília
Address: SHIP/Sul-Lote N°08, Brasília. DF
Telephone: 55 61 32455382 Fax:
Email: secretaria@shbr.com.br Website: www.shbr.com.br

2. ORGANISING COMMITTEE

Honorary President: Luis Roberto Giugni
President of the Event: Rodrigo Gomes
Show Secretary: Carla Rosana de Paula
Press Officer: TBA

3. EVENT DIRECTOR

Name: Ronaldo Bittencourt Filho
Address: SHIS QI 11 Conjunto 05 casa 08 Brasília DF
Telephone: 55 61 95563065 Fax:
Email: rbittenc@terra.com.br

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



IV. OFFICIALS

1. GROUND JURY :

President: Yolanda Matallana Trivino (COL)
FEI ID: 10051466
Member: Elaine Zander (BRA)
FEI ID: 10049354
Member: Pedro Luiz Cordeiro dos Santos (BRA)
FEI ID: 10053563
Member: André Luiz Gomes Correa (BRA)

2. FOREIGN TECHNICAL DELEGATE :

Name: Jose Maria Gamarra (BOL)
FEI ID: 10048814
Email:

3. COURSE DESIGNER

Name: Oscar Soberon (MEX)
FEI ID: 10052401
Email address:

ASSISTANT COURSE DESIGNER

Name: Moises Silva Pereira (BRA)

4. APPEAL COMMITTEE :

President: Gloria Vinueza de Cuesta (ECU)
FEI ID: 10049362
Email:

Members: Isabel Cristina de Sousa Neves (BRA)
Paulo Cunha (BRA)

5. CHIEF STEWARD :

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

6. ASSISTANT STEWARDS :

Name: Tatiana Gutierrez (BRA)
FEI ID: 10081895
Name: Sergio Queiroz (BRA)
Name: Bruno Baldaia (BRA)

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



Name: Lindolfo Rodrigues Neves (BRA)

Name: Gilberto Haraguchi (BRA)

7. FEI VETERINARY DELEGATE :

Name: Stephen Soule (USA)

FEI ID: 10050214

Email:

8. VETERINARIAN SERVICES MANAGER (VSM):

Name: Alexis Gonçalves Ribeiro (BRA)

FEI ID: 10048877

Address:

Telephone: 55 31 92832503

9. MEDICAL DOCTOR/MEDICAL SERVICES:

Name: Octávio Arneitz Galante/ Galante & Galante Ltda

Address: Quadra 20 Lote 39 Setor Leste Gama

Telephone: 61 99892192 78114336

10. FARRIER:

Name: Carlos Vargas

Address:

Telephone: 55 61 84290336

11.TREATING VETERINARIAN:

Name: Fábio Siqueira Moraes Camargo

FEI ID: 10088109

Address: Av Lineu de Paula Machado,599 – Portão 6ª
Jardim Everest – São Paulo – SP CEP 05601-000

Telephone: 55-11-23845835

V. SPECIFIC TECHNICAL CONDITIONS

1. TIMETABLE (to be provided per category/level if multiple events)

	Date	Time
• Arrival of Participants:	09.12.2013	
• 1 st Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	10.12.2013	10:00am
• Horse Re-Inspection:	10.12.2013	12:00pm
• Draws:	10.12.2013	1:30pm
• Training Session 1	10.12.2013	2:30pm
• Training Session 2	11.12.2013	9:30am
• Warm-up Competition	11.12.2013	3:30pm
• 1 st Qualifying Competition	12.12.2013	10:00am
• 2 nd Qualifying Competition	13.12.2013	10:00am
• Farewell Competition	15.12.2013	10:00am
• Final Competition	15.12.2013	11:30am
• Departure of Participants	16.12.2013	

2. VENUE :

The event will take place: ☐ indoors ☒ outdoors

3. COMPETITION ARENA :

Dimensions: 90M X 80M

Type of Footing: Sand

4. PRACTICE ARENA :

Dimensions: 80M X 40M

Type of Footing: Sand

5. STABLES :

Size of boxes 3 m x 3 m

(minimum 3m x 3m+10% 3m x 4m)

6. DRAW:

To take place on 10.12.2013 – at 1:30pm in the Sociedade Hípica de Brasília

Three draws will be required; one for the Starting Order, one for the Horses and one for the Teams. The first draw should be to pair the athletes with the horses. It is the OC's responsibility to provide the balls with names of athletes and horses and the numbers, as well as the bowls for the draw. All athletes and their representatives must be present for the 3 draws. The exact time of the draws will be established by the OC and communicated

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



to all involved. The draws must take place well in advance of the first training session.

Draw for Horses

This Draw will take place in two separate stages. The first stage will determine with which of the 2 horses each host athlete will compete. The names of the host athletes should be listed alphabetically and the names of their 2 horses prepared. A separate draw for each athlete will take place. The names of both horses are placed in a bowl and the President of the Ground Jury picks one name. This will be the horse with which the home athlete will compete. The remaining horse's name should be placed in a separate bowl ready for the second stage of the draw.

For the second stage of the draw two bowls are required. All of the names of the remaining horses (that have not been drawn by the home athletes) will be placed in one bowl. The names of the foreign athletes will be placed in another bowl. The President of the Ground Jury picks an athlete's name from one bowl and a representative from the OC or the host NF picks a horse's name from the other bowl until all horses and athletes have been drawn.

Draw for the order of starting

Once the draw for the horses has been completed the second draw will take place. This time, the host athletes' names are placed in one bowl and the odd numbers from one to thirty-two are placed in the other bowl. The top placed foreign athlete in the final rankings picks an athlete's name from the bowl and a host athlete (to be chosen by the OC/NF) picks a number from the other bowl until all names and numbers have been drawn. The same is repeated for the foreign athletes, but this time the even numbers from one to thirty-two are placed in a bowl. Once all athletes have been drawn the starting order for the warm-up competition is established.

Draw for the teams

The names of all the host athletes are placed in one bowl, and the names of the foreign athletes in another. The top placed foreign athlete in the final rankings picks one name from the host athlete bowl followed by the President of the Ground Jury, then a host athlete (as for the draw of the starting order) picks one name from the foreign athlete bowl followed by the OC or NF representative. Four athletes make up one team, 2 host athletes and 2 foreign athletes. The process is repeated until all 8 teams are created.

VI. INVITATIONS

Number of Home athletes to be invited: 16

Number of Foreign athletes to be invited: 16

Foreign athletes to be invited as per Art. 3 of the FEI Rules for the Children's International Classics Final 2012 :

Thirty-two athletes will be qualified to participate in the Final: 16 athletes from the host country (or host region – to be defined in consultation with the OC and FEI – should there not be enough suitable athletes from the host country) and 16 foreign athletes.

The 16 foreign athletes selected to participate are the best placed 10 athletes on the Gold Tour final standings list on the 1st of November 2012, plus the best Gold Tour athlete from each FEI Group not already represented in the best 10.

If the total number of foreign competitors cannot be filled according to the above system, competitors will be selected in descending order of the final overall individual classification (maximum 2 participants per foreign NF).

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



The FEI will notify foreign athletes of their qualification through their NF.

The host country is responsible for the selection of its own athletes.

With the exception of the host country (or host region), no country shall be represented by more than 2 athletes.

One groom per athlete.

VII. FACILITIES OFFERED

1. ATHLETES

Hotel: Melia Brasil 21

Accommodated (bed and breakfast, twin room) from 09.12.2013 to 16.12.2013 at OC expense.

Meals: at the expense of OC from 09.12.2013 to breakfast on 16.12.2013.

Additional accommodation is available upon request for accompanying persons and is at their own expense. All reservations should be made through the OC. Should athletes not accept the accommodation probed by the OC, any alternative accommodation must be at their own expense.

The FEI will subsidise the travel costs (economy class) of qualified foreign athletes. Foreign athletes will be responsible for purchasing their own flight ticket, but the FEI must give its approval of ticket costs prior to the purchase of the ticket. Notification of approval for the purchase of tickets will be given by the FEI to the NFs of foreign athletes.

2. GROOMS

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of Home Athletes from 09.12.2013 to 16.12.2013.

Meals: at Home Athletes expense from 09.12.2013 to 16.12.2013.

3. OFFICIALS

Hotel: Melia Brasil 21

Accommodated (bed and breakfast, single room) from 09.12.2013 to 16.12.2013 at OC expense.

Meals: at the expense of OC from 09.12.2013 to 16.12.2013.

The travel expenses of the FEI Technical Delegate and the FEI Course Designer will be covered by the FEI. The expenses of the other FEI and OC appointed officials will be covered by the OC.

4. HORSES

This event will be organised with borrowed horses. Each host athlete will provide 2 horses. A draw will be carried out for each participant of the host country to determine which of his/her horse he/she will ride (ref. Art. 6 of this schedule). In addition the OC will provide a further 5 reserve horses in case of injury, illness or incompatibility of horse and athlete.

5. VISA REQUIREMENTS

Foreign athletes and accompanying persons should submit a scanned copy of the passport along with a coloured photo to the FEI (anna.williams@fei.org). The OC and the FEI will be responsible for assisting as necessary for all visa needs however it will be the athletes' (and accompanying persons) responsibility to organise their own visas.

6. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Local transport will be arranged for athletes, accompanying persons and officials to and from the airport, and to and from the hotel/show ground.

7. WELCOME

Foreign athletes should arrive no later than 10.12.2013. All athletes (home and foreign) must be in attendance for the draw. Participants will be met by officials of the host NF at the following airport:

Aeroporto Internacional de Brasilia

All NFs must communicate arrival date, time and flight number of their athletes and accompanying persons to the FEI (anna.williams@fei.org) and the OC (12tiny@gmail.com) prior to the 15.11.2013.

The NF representative and person responsible for the Foreign athletes will be :

Name: Consuelo Joffily
Email: 12tiny@gmail.com
Telephone Number: 55 61 81290990

VIII. ADDITIONAL INFORMATION

1. ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES:

The Athletes are authorised to carry the logo of their personal sponsor in accordance with Art. 256.3 and 257.3 of the FEI Rules for Jumping. The Chief Steward will check that the advertising and publicity on Athletes and horses complies with these Articles.

2. STARTING ORDER

Warm-up Competition

The order of starting in the warm-up competition is according to the initial draw (ref. Art. 5.2):

- 1st Host athlete
- 2nd Foreign athlete
- 3rd Host athlete
- 4th Foreign athlete etc.

1st Qualifying Competition

For the 1st Qualifying Competition the starting order will be the reverse order of starting in the Warm-up competition.

2nd Qualifying Competition

Competitors will commence with start number 17 from the 1st Qualifying Competition (17 to 32, followed by 1 to 16).

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



Final and Farewell Competitions

The starting order for the Final and Farewell Competitions will be in the reverse order of points received in the 1st and 2nd Qualifying Competitions. In the event of equality of points for any place, the starting order will be decided by taking into consideration the best time in the first round of the 2nd Competition of those athletes concerned.

3. POINTS SYSTEM

Athletes placed 1st to 16th are qualified for the Final Competition. Those athletes not qualified for the Final Competitions are to take part in the Farwell Competition.

The following point system will be used for the 1st and 2nd Qualifying Competitions to determine which athletes will qualify for the Final competition. The winner receives points equal to the number of athletes in the competition, plus one point. The 2nd placed competitor receives points equal to the number of athletes, minus one. The third placed competitor will receive points equal to the number of athletes, minus two, and so on:

Example with 32 starters:

1 st	33 points
2 nd	31 points
3 rd	30 points
4 th	29 points etc.

In case of a tie among athletes for any place in the 1st Competition, points are added together, divided by the number of competitors concerned and distributed equally among those in question (fractions up to 0.5 are rounded down, fractions of 0.5 and above are rounded up).

For the 2nd Competition the results of the Jump Off count for the distribution of points. If there is a tie for points among competitors following the 1st and 2nd Qualifying Competitions, the results of the 2nd Qualifying Competition count and if there is a further tie for points among the same competitors the results of the 1st Qualifying Competition count.

4. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

Individual Classification

Prizes in kind will be distributed during the prize giving ceremonies following each competition (to be supplied by the OC). The FEI will provide FEI Medals for the overall winners (Gold, Silver and Bronze in the Final Competition) and an FEI Medal for all participants placed 4th to 10th in the Final.

Team Classification

Teams of four athletes will be formed by a draw (ref. Art. 5.3). Teams will be placed according to their score in the 1st and 2nd Qualifying Competitions, excluding the jump-off in the 2nd Qualifying Competition. Each team has one drop score in each round, providing the team has four competitors. In case of a tie on penalties for any place, the times of the best three athletes of each team in the 2nd Qualifying Competition will be the deciding factor.

5. FALLS

The first fall of an athlete eliminates the combination from the competition. However, the combination may compete in further competitions and will receive a score of 20 penalties more than the worst score in the competition in which he/she was eliminated. No points may be given in the competition where the fall took place.

6. SUBSTITUTIONS OF HORSES

The OC must provide at least 5 horses in the case of injury or illness or in the case of incompatibility between horse and athlete. Injury and illness must be verified by the FEI Veterinary Delegate. Horses may only be substituted in agreement with the Ground Jury. In the case of substitution of horse, points may not be carried forward. If a substitution is made between the 2nd Qualifying Competition and the Final Competition the competitor in question may only take part in the Farewell Competition.

Should a substitution be necessary then a draw shall be held to decide the horse to be ridden. All names of the substitute horses should be put in to a bowl and the President of the Ground Jury picks a horse's name. This horse will now be ridden by the athlete requiring a substitute horse. A further substitution involving the same athlete is not allowed.

7. DRESS

Dress is in accordance with the rules for International Jumping Events. It is compulsory for participants to wear long boots.

8. TRAINING SESSIONS

There will be two 30-minute stewarded training sessions: the first the day of the Draw, the second the day of the Warm Up Competition. Both training sessions are compulsory. No more than six obstacles may be jumped in total during any training session. Cross poles are not included in this amount. Three attempts at jumping an obstacle count as one obstacle jumped. One double or one triple counts as one obstacle. The horse's trainer or any other person, providing he has received the owners' authorisation, may school the horse during the 30-minute training period. If the trainer jumps the horse, the number of times jumped will be deducted from the number of times permitted for the athlete to jump his horse during the training session. Horses must be ridden with the bit in which they are usually worked and presented at the time of the draw. The bit may be changed only with the agreement of the owner. The Ground Jury must be informed of any such changes.

9. AGE OF ATHLETES

This Final is open to children from the year in which they reach the age of 12 until the end of the year in which they reach 14 years of age. It is the responsibility of NFs to ensure that their athletes are of the correct age. Proof of age will be requested and verified before the event commences (if the Final is held in the year after the qualifying competitions athletes that have qualified but who are no longer of the correct age at the time of the Final will be permitted to take part in the Final, that is those born in 1999).

10. INSURANCE

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):

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



- 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.

11. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Bracelets will be provided according to the rules

12. SAFETY CUPS

Name Of Manufacturer: CARO Cardinalli & Rothenberger

13. TIMING DEVICE

Name of Manufacturer: TAG HEUER Model: CP540

FEI Report number: 22010028A HL2-35 22010004B HL670 220010045C

14. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

15. EVENT'S ORGANISATION

In exceptional circumstances, together with the approval of Technical Delegate, FEI Representative 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. Unforeseen circumstances do not include situations arising as a results of the OC altering the approved Schedule without FEI's authorisation. 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 President of the Ground Jury.

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



16. DISPUTES

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

17. BETTING

Betting **(will/will not)** will not take place at this event.

18. REGISTRATIONS

All athletes must be duly registered by their Federation with the FEI for 2013 prior to the start of the Final.

IX. VETERINARY MATTERS

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

1. CUSTOMS FORMALITIES

Address: NA

Telephone:

Fax:

Email:

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

3. NATIONAL REQUIREMENTS

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.

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.

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



5. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

Please note that it is not necessary for horses competing at this event to be in possession of an FEI Passport. However, please note that the FEI Flu vaccination requirements must be adhered to and all horses must be in possession of a fully recognised National passport with a clear ID page suitable for the purpose of identifying the horses.

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 and or Recognition Card
National Events	Not compulsory
CSI1*-2*/J-B/Y-B/Ch-B/U25-B/V-B/Am-B/P/Ch-A	Not compulsory for Horses from the host Nation – Compulsory for Horses from the invited Nations
CSI3*-5*/CSIOs/J-A/Y-A/V-A/U25-A/Am-A	Compulsory
All Championships/Games	Compulsory
CSI1*-5*-W	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	May compete 7 days after the

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013

	(e.g. 1 January 2010) 2 nd Vaccination: day 21-92 (e.g. 1 February 2010)	2 nd Vaccination
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 not to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

LIMB SENSITIVITY EXAMINATION

All Horses competing at the Event are subject throughout the Period of the Event to Examination under Article 1034 of the Veterinary Regulations, the Limb Sensitivity Protocol. The objectives of the Protocol are to: (i) safeguard the welfare of the horse, according to the principles outlined in the Code of Conduct for the Horse, and (ii) to ensure a level playing field for all Athletes. Horses are not eligible to compete when a limb, or part of a limb, is hyposensitive or hypersensitive. Hypersensitive limbs have an excessive or abnormal reaction to palpation. Hyposensitive limbs include any alteration in sensitivity induced by a neurectomy or chemical desensitisation for as long as the alteration in sensitivity persists.

Horses may be examined under the Protocol at any time during the Period of the Event, including, but not limited to, between rounds and before the Jump Off and they may be examined once or on multiple occasions. All Horses selected to be tested must submit promptly to the Examination or are subject to immediate Disqualification. There is no obligation to examine any specific number of Horses during the Event.

6. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION 2013 Veterinary Regulations, Chapter VI EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)

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

Name:	Horseracing Forensic Laboratories (HFL) Sport & Science	
	Att.: Dr Steve Maynard	
	Quotient Biosearch Limited	
Address:	Newmarket Road	
	Fordham	
	Cambridgeshire CB7 5WW	
	United Kingdom	
Telephone:	+44-1638 724 406	Fax: +44-1638 724 407
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:

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013

- 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.

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



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

Please feel free to contact Victoria.Unt@fei.org or veterinary@fei.org for further information. Tel +41 21 544 10 44 or +41 21 310 47 39

X. 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.

C O M P E T I T I O N S

International competitions must not start before 08:00 and should not finish after 23:00 unless approved by the FEI.

Day 1:	10.12.2013	Horse Inspection, Draws, Training Session 1
Day 2:	11.12.2013	Training Session 2, Warm-up Competition
Day 3:	12.12.2013	First Qualifying Competition
Day 4:	13.12.2013	Second Qualifying Competition
Day 5:	14.12.2013	Social Activities
Day 6:	15.12.2013	Farewell Competition & Final Competition

	Name of Class	Amount (Currency)
Competition No 1	Warm-up Competition	Prizes in kind
Competition No 2	1 st Qualifying Competition	Prizes in kind
Competition No 3	2 nd Qualifying Competition	Prizes in kind
Competition No 4	Farewell Competition	Prizes in kind
Competition No 5	Final Competition	FEI Medals & Prizes in kind

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



FIRST DAY : WEDNESDAY

DATE (dd/mm/yy) : 11.12.2013

COMPETITION No 1 (will start at 3:30pm)

Warm-up Competition (Art. 238.1.1)

Jump-off (if any)	No
Speed/Fixed time	350m/m
Obstacles height:	max 1.10
Number of horses per athlete	1

This competition is open to all participants. Prizes in kind will be offered to the top ten athletes.

* * * * *

SECOND DAY : THURSDAY

DATE (dd/mm/yy) : 12.12.2013

COMPETITION No 2 (will start at 10:00am)

1st Qualifying Competition (Art. 238.2.1)

Jump-off (if any)	No
Speed/Fixed time	350m/m
Obstacles height:	max 1.15
Number of horses per athlete	1

This competition is open to all participants. Athletes with equality of penalties for any place are placed in accordance with the time taken to complete the round. Prizes in kind will be offered to the top ten athletes.

* * * * *

THIRD DAY : FRIDAY

DATE (dd/mm/yy) : 13.12.2013

COMPETITION No 3 (will start at 10:00am)

2nd Qualifying Competition (Art. 238.2.2)

Jump-off (if any)	Yes
Speed/Fixed time	350m/m
Obstacles height:	max 1.15
Number of horses per athlete	1

This competition is open to all participants. A competition against the clock but in the event of equality of penalties for first place there will be a jump-off against the clock. Other athletes are placed according to their penalties and the time taken to complete the round. Prizes in kind will be offered to the top ten athletes.

* * * * *

CHECKLIST FOR DRAFT SCHEDULE JUMPING 2013



FOURTH DAY : SATURDAY

DATE (dd/mm/yy) : 14.12.2013

Rest day

FIFTH DAY : SUNDAY

DATE (dd/mm/yy) : 15.12.2013

COMPETITION No 4 (will start at 10:00am)

Farewell Competition (Art. 238.2.1)

Jump-off (if any)	No
Speed/Fixed time	350m/m
Obstacles height:	max 1.20
Number of horses per athlete	1

This competition is open to all athletes not qualified for the Final (namely those placed 17th to 32nd when penalties are added from the 1st and 2nd Qualifying competitions. If there is a tie for points among competitors following the 1st and 2nd Qualifying Competitions, the results of the 2nd Qualifying Competition count and if there is a further tie for points among the same competitors the results of the 1st Qualifying Competition count). Athletes start in this competition with zero points. The starting order is according to the reverse number of points received in the 1st and 2nd Qualifying Competitions (Places 32 to 17).

Prizes in kind as well as certificates will be offered for all athletes.

* * * * *

COMPETITION No 5 (will start at 11:30am)

Final Competition (Art. 238.2.2)

Jump-off (if any)	Yes
Speed/Fixed time	350m/m
Obstacles height:	max 1.20
Number of horses per athlete	1

Open to 50% of athletes from the 1st and 2nd Qualifying Competitions. Not more than a total of 8 athletes from the Home NF may qualify for the Final Competition. If the total number of athletes competing at the Final is an odd number, the number of athletes in the Final will be increased by 1. If there is a tie for points among athletes for the Final, the result of the second qualifier will count and if there is a further tie for points among the same athletes the results of the first qualifier will count. Should there be a further tie still, then athletes will be placed according to their time in the first round of the 2nd competition.

Athletes start this competition with zero penalties. The starting order of this competition is the reverse order of the points obtained in the 1st and 2nd Competitions (Places 16 to 1).

A competition against the clock but in the event of equality of penalties for the first place there will be a jump-off against the clock. Other athletes will be placed according to their penalties and time in the first round.

Prizes in kind as well as trophies and certificates will be offered for all athletes. FEI medals will be presented to the top ten finishers.

* * * * *

**THE APPENDIX (8 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE
DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**