

CHECKLIST FOR DRAFT SCHEDULE DRESSAGE 2007



Event (category): CDI3* - SÃO PAULO

Date: 13 – 16, march 2008

Place: Clube Hípico de Santo Amaro

NF: Brazil

GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 22nd edition, revision effective 15 April 2007,
- FEI General Regulations, 22nd edition, revision effective 1st June 2007,
- FEI Veterinary Regulations, 10th edition, effective 1st June 2006,
- Equine Anti-Doping And medication Control Rules(EADMCR), revision effective 1 June 2007
- FEI Antin-Doping Rules for Human Athletes (EADMCR), Revision effective 26 July 2005.
- The Rules for Dressage Events (22nd edition, effective 1st January 2006), and if applicable the Rules for the World Cup Dressage Events.
- All subsequent corrections and modifications to the above Rules and Regulations as published by the FEI.
- 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, and that riders and horses are registered with the FEI.

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

The following must be printed in the schedule

Approved by the FEI

Lausanne, on

Signature :

Eva Salomon
Director
Dressage Dept.
FEI World Cup™ 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 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 16 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. 115.1, 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, riders, 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.

GENERAL INFORMATION

1. EVENT NUMBER

2. DENOMINATION OF EVENT (Art. 103, 420.1, 445)

STATUS: CDI3* - SÃO PAULO

DATE (dd/mm/yy): 13th – 16nd March, 2008

PLACE: Clube Hípico de Santo Amaro – São Paulo

COUNTRY: Brazil

3. ORGANISER

Name: Federação Paulista de Hipismo

Address: Rua Joaquim Nabuco, 1560
Brooklin Paulista – São Paulo – SP
04621-005

Telephone: 55 11 5098-1000

FAX: 55 11 5098-1012

Email: adestramento@fph.com.br

Website: www.fph.com.br

4. COMPLETE POSTAL ADDRESS OF THE SHOWGROUND

Street: Rua Dr. Vitor Rolim de Freitas, 421

Santo Amaro

Postal: 04725-000

City: São Paulo – SP – Brazil

5. ORGANISING COMMITTEE (Art. 101.6)

Honorary President : Mr. Mauricio Manfredi – President of Brazilian NF
Mr. Francisco Jose Mari – President of FPH

President of the Event : Mr. Luis Duilio Martins de Oliveira – President CHSA

Show Secretary : Mrs. Micheline Schulze – Director of Dressage – FPH
Mrs. Rosalind Macedo – Director of Dressage - CHSA

6. EVENT DIRECTOR

Name : Sabine Bilton

Address: R. Dr. Francisco Malta Cardoso, 360
São Paulo – SP
04640-110

Telephone: 55 11 9901-0401 Fax: 55 11 5541-9810

Email: conemar@terra.com.br

OFFICIALS (First name, Name and Nationality)

1. GROUND JURY : (Art. 148, 153, 437, 446) (For CDIs3* and above: min. 3 foreign judges of different nationality)

President : Mrs. Marian Cunningham (PER)

Member : Mrs. Elizabeth Macmullen (CAN)

Member : Mrs. Janine Rhor (ARG)

Member : Mr. Salim Nigri (BRA)

Member : Mr. Wojtek Markowski (POL)

2. FOREIGN JUDGE : (Art. 437) (For all other events, the President or another member of the Ground Jury must be nominated in the schedule as Foreign Judge)

Name : Mrs. Elizabeth Macmullen (CAN)

Email address:

3. CHIEF STEWARD : (Art. 144, 428.5 and manual for Stewards) (must be selected from the FEI Directory, List of Chief Stewards for Dressage)

Name : Mrs. Sabine Bilton Windisch (BRA)

Email address: conemar@terra.com.br

4. FEI VETERINARY DELEGATE : (Art. 158, 440.2, 1003, 1007) (must be selected from the FEI Directory)

Name : Dr. Thomas Wolff

Email : tww@terra.com.br

I. SPECIFIC TECHNICAL CONDITIONS (Art. 429)**1. VENUE :**

The CDI3* will take place: **outdoors**

2. COMPETITION ARENA :

Sand arena - dimensions : 20 x 60 m

Total dimensions : 4000 m2

3. PRACTICE ARENA :

Sand arena - dimensions: 20 x 60 m

4. INVITATIONS (Art. 107-110, 120, 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 NF's

State which NFs are invited: (ARG, CHI, URU)

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

Reserve NFs :

Number of home riders : 40

Number of riders per NF : Open

Number of horses per rider : 2

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

II. ENTRIES (Art. 121)

Entries in Principle : 15 February, 2008

Nominated Entries : 26 February , 2008

Definite Entries : 04 de march, 2008

Last date for substitutions: 12 de mar, 2008 – at 01:00pm

Entry fee per horse: Entries must be sent to FPH.

adestramento@fph.com.br

Phone: 55 11 5098-1000

Starting fee per horse (if any):

RATES:

ST GEORGE	R\$ 150,00 per horse
INTERMEDIATE I	R\$ 150,00 per horse
KÜR INTERMEDIATE I	R\$ 150,00 per horse
GRAND PRIX "B"	R\$ 150,00 per horse
GRAND PRIX SPECIAL	R\$ 150,00 per horse
KÜR GRAND PRIX	R\$ 150,00 per horse

O pagamento das inscrições deve ser feito em benefício da:

Federação Paulista de Hipismo
Banco Unibanco - Agência nº 0495
Conta Corrente nº 205500-4
CNPJ nº43.638.543.0001/41

Stabling per horse R\$ 160,00

O pagamento da estabulagem deve ser efetuado em benefício do:

CHSA

Banco Bradesco - Agência nº 0107 (Sto Amaro URB)
 Conta Corrente nº 220 170-4 CNPJ: 49 086 291 /0001 - 71
 fax 11 5524-0600 ramal 228 confirmar Luciano / Beto / Robson -
 ramal 219.

"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."

5. FACILITIES OFFERED (Art. 132, 133)

A) COMPETITORS (Invited Riders Only)

Hotel : Tryp Nações Unidas
 R. Fernandes Moreira, 1264 – Chácara Santo Antonio
 Phone: 55 11 5180-9700

Accommodated (bed and breakfast) from 30-Nov to 02-Dec at competitor expense.

Meals : at the expense of competitor from arrival to end of competition.

B) GROOMS

Requests for accommodation must be sent with entries.
 Cost of accommodation will be at the cost of competitor from arrival to end of competition.

Meals : at competitor expense from arrival to end of competition.
N.B. OCs must provide sufficient sanitary and showering facilities, with hot and cold water for male and female grooms.

C) HORSES / PONIES

Transport expenses to be paid by the competitor.

Stabling arrangements, from 12 to 17-March 2008. Cost to be paid by competitor – R\$ 160,00 per horse.

Exact dimensions of stables: 3m x 3m

D) WELCOME

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

E) LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

The OC will provide VANS to invited riders and officials.

F) VETERINARY INSPECTION

Date (dd/mm/yy) : 13 march, 2008.

Time : 2:00pm to 3:00pm

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

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

• GRAND PRIX

Ordinary draw

• GRAND PRIX SPECIAL

CDI3* / CDI4* / CDI5*

- 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

CDI3* / CDI4* / CDI5* and CDI-W

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

G) ADVERTISING AND PUBLICITY ON COMPETITORS AND HORSES (Art. 136.1-2)

The competitors are or are not authorised to carry the logo of their personal sponsor on the saddlecloth in accordance with Art. 136.1-2. The Chief Steward will check that the advertising and publicity on competitors and horses complies with Article 136 of the General Regulations.

Yes.

H) OPEN SCORING

Please provide details if there will be open scoring (except for Freestyle). Compulsory for Championships (GP and GP Special) and World Cup Dressage Qualifiers (GP).

No.

III. VETERINARY MATTERS (Art. 1004.2, 1005, 1011)

1. SHOW VETERINARIAN:

(The Show Veterinarian may never be the same person as the FEI Veterinary Delegate)

Name: Dr. Edson Tosta
Address: R. Dr. Vito Rolim de Freitas, 421
São Paulo – SP
Phone: 55 11 5524-0600

2. CUSTOMS FORMALITIES

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

NAME: UNION ASSESSORIA ADUANEIRA LTDA
Address: Largo do Paissandu, 72 – cj. 1601/ 1602
São Paulo – SP
Brazil
Telephone: 55 11 Fax:
Email:

3. MEDICATION CONTROL LABORATORY

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1021 and FEI Bulletin).

Name: US Equestrian Federation Equine Drug Testing and research Laboratory, Mr Chris Nattrass
Address: 22 Thornwood Drive, Ithaca, N.Y, USA
Telephone: + 1 607 266 0328

4. NAME OF DOCTOR / MEDICAL SERVICE

Name: Amil Assistência Medica Internacional

5. NAME OF FARRIER

Name: Mr. Domingo Samartano

TO BE PUBLISHED VERBATIM IN ALL SCHEDULES**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 competitors 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, Avenue Mon-Repos 24, CH-1005 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.horsesport.org.

A P P E N D I X
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TOTAL AMOUNT OF PRIZE MONEY FOR (choose category):

CDI3*

TOTAL PRIZE MONEY

PLEASE FILL IN	Name of Class	Amount
Competition No 1	FEI Prix St. Georges	R\$ 600,00
Competition No 2	FEI Grand Prix "B"	R\$ 600,00
Competition No 3	FEI Intermediate I	R\$ 600,00
Competition No 4	FEI Grand Prix Special	R\$ 600,00
Competition No 5	FEI Grand Prix Free Style	R\$ 600,00
Competition No 6	FEI Intermediate I Free Style	R\$ 600,00

etc.

Distribution of prize money - min. 5 per competition, distributed to 25 % of participants.

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FIRST DAY : Friday **DATE** (dd/mm/yy) : **14 march, 2008**

COMPETITION No 1

FEI Prix St Georges

Indicate test to be ridden and edition : FEI Prix St. Georges (ed. 2000)

Number of horses per rider : 2

Starting order : Draw, art. 425

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

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COMPETITION No 2

FEI Grand Prix "B"

Indicate test to be ridden and edition : FEI Grand Prix B (ed. 2003)

Number of horses per rider : 2

Starting order : Draw, art. 425

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

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SECOND DAY : Saturday **DATE** (dd/mm/yy) : **15 march, 2008**

COMPETITION No 3

FEI Intermediate I

Indicate test to be ridden and edition : Intermediate I (ed. 2002)

Number of horses per rider : 2

Starting order : Draw, art. 425

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

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COMPETITION No 4

FEI Grand Prix Special

Indicate test to be ridden and edition : FEI Grand Prix Special (ed. 2003)

Number of horses per rider : 1

Open to maximum 15 riders from the GP and open to riders who have opted for the GP Special only.

Starting order : Draw, art. 425.5 draw in the reverse order of result Grand Prix.

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

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COMPETITION No 5**FEI Grand Prix Free Style**

Indicate test to be ridden and edition: FEI Grand Prix Free Style (ed. 2006)

Number of horses per rider: 1

open to a maximum of the 15 best rider/horse combinations from the Grand Prix who have opted for the Freestyle.

Starting order: Draw, art. 425.6 draw in the reverse order of result from Grand Prix in Groups of 5.

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

THIRD DAY : SUNDAY**DATE (dd/mm/yy) :16 march, 2008****COMPETITION No 6**

Name of competition and article(s) of the Dressage Rules relating to this competition (e.g. Articles 421 and 422)

FEI Intermediate I Free Style

Indicate test to be ridden and edition : FEI Intermediate I Free Style (Ed. 2006)

Number of horses per rider : 1

Open to a maximum of the 15 best rider/horse combinations from the Intermediate I.

Starting order : Draw, art. 425.6 in reverse order of result from Inter I in groups of 5.

prize money 1º lugar R\$ 300,00 – 2º lugar R\$ 200,00 – 3º Lugar R\$ 100,00

APPENDIX TO SCHEDULE**VETERINARY MATTERS (Art. 1004.2, 1005, 1011)****1. VETERINARY ASPECTS "A"****VETERINARY REGULATIONS, 10th Edition, 1st January 2006**

(see website www.horsesport.org)

THE FOLLOWING TEXT MUST BE PUBLISHED IN VERBATIM IN ALL SCHEDULES**VETERINARY EXAMINATIONS, HORSE INSPECTIONS & PASSPORT CONTROLS**

These will be carried out in accordance with the "Veterinary Regulations", Art. 1011 & the discipline rules.

"General Regulations", 21st Edition, effective 1st January 2005 will apply:

Art. 139.1

Every horse entered for any competition at CNs or CIMs (see Appendix D) in a foreign country (see GRs 141.2), and all horses entered for other CIs, CIOs, Championships, Regional and Olympic Games, whether at home or in foreign countries (see GRs 141.2), must have an official, valid FEI Passport, or a National Passport approved by the FEI and accompanied by an FEI Recognition Card and, when applicable, an FEI registration number, as a means of identification and to establish ownership.

Art. 139.2

Horses taking part in CNs and CIMs (see Appendix D) in their country of residence are not required to have such a passport as is mentioned in paragraph 1. All such horses must be properly registered and identifiable and, unless there is no national requirement for equine influenza vaccination in the host country and in the country of origin all horses must have a valid vaccination certificate.

EQUINE INFLUENZA VACCINATION, VET. REGS. ANNEX VII (except events taking place in NZL & AUS)

All horses and ponies for which an FEI Passport, or a National Passport approved by the FEI has been issued, must have the vaccination section endorsed by a veterinarian, stating that it has received two injections for primary vaccination against equine influenza, given between 1 and 3 months apart. In addition, a booster injection must be recorded as having been given within each succeeding 6 months, subsequent to the second injection of the primary vaccination. None of these injections must have been given within the preceding 7 days including the day of the competition or of entry into the competition stables.

The above are the minimum requirements for influenza vaccination. Both primary and first and subsequent booster injections should be given according to the manufacturer's instructions which will fall within the stipulation of the FEI ruling.

SAMPLING FOR PROHIBITED SUBSTANCES (Vet. Regs. Chapter V & VI and Annex IV)

Regular sampling is carried out in CCI3*/4*, CSIs (3*, 4*, 5*), CIOs, World Cup Qualifiers and Finals, Championships and Games, whereas at other CIs sampling is recommended. When testing takes place, the number of horses tested is at the discretion of the Testing Veterinarian/Veterinary Delegate; however, a minimum of three is recommended (Vet. Regs. Art. 1016)

Special guidelines are applicable for events covered by the FEI Medication Control Programme (Groups I & II only).

MEDICATION CONTROL PROGRAMME (GROUP I & II ONLY)

The Organising Committees of FEI events within Groups I & II are advised to charge competitors the equivalent of CHF 12.50 per horse per event as a contribution towards the costs of the MCP programme.

2. VETERINARY ASPECTS "B"**WHEN RETURNING THE DRAFT SCHEDULE TO THE FEI, PLEASE SUPPLY THE FOLLOWING INFORMATION:****A) HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES**

Details on compulsory health tests and, where applicable, quarantine period 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.

B) CUSTOMS FORMALITIES

NFs holding an international event in their country should inform their National Veterinary Authority and their Customs Authority at least four weeks beforehand. They should request every facility to assist the movement of horses accompanied by FEI Passports, and the necessary veterinary certification at frontier crossing points into and out of their countries. (Vet. Regs. Art. 1004.2)

C) MCP CENTRAL LABORATORY - APPLICABLE ONLY TO GROUPS I & II

Under the Medication Control Programme (MCP) in Groups I and II, all samples collected in accordance with Vet. Regs Art. 1016 will be analysed by the **Laboratoire des Courses Hippiques (LCH), 15, rue de Paradis, F-91370 Verrières le Buisson.** The central MCP Laboratory will be reviewed in June 2009. Please refer to FEI Bulletin for further information. For events other than those listed in Vet. Regs Art. 1016 or for events other than in Groups I and II, samples may be analysed at an alternative FEI listed laboratory (Vet Regs Art. 1021).

MISCELLANEOUS

1. OBJECTIONS/COMPLAINTS (Art. 167-171)

All complaints and objections to be valid must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

2. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

Full information on all special prizes for example:

Leading rider award – prizes

Best foreign rider - prize

Best home rider – prize

Team awards - prize

3. PRIZE - CLASSIFICATION (Art. 128, 129, 130)

Details of system to determine the leading rider etc.

Any other details pertaining to prize distribution.

4. DEDUCTIONS FROM PRIZE MONEY

Full details of any deductions from prize money must be outlined in the schedule.

This includes government taxes. If it is necessary for OCs to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted.

5. DISTRIBUTION OF PRIZES AND INDEMNITIES (Art. 130)

State when and where the prize money will be distributed.

Twenty-five percent of participants per competition must receive prize money. (one prize for each group of four commenced competitors or part thereof)

6. INSURANCES

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

The following is to be published verbatim in each schedule:

All owners and competitors 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.

7. EVENT'S ORGANISATION (Art. 114 - 115)

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.

8. ENTRY RIGHT TO SHOWGROUNDS (Art. 133, 1005)

Details concerning right of entry to show grounds of owners, grooms, riders, other persons.

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 RIDERS 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 rider 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 riders and trainers maintain standards of riding and warming-up in accordance with art. 143 and 144 of the FEI General Regulations.

Should any spectator, rider, 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. 174.

FOR THE INFORMATION OF ORGANISING COMMITTEES**STABLE SECURITY/STEWARDING AT INTERNATIONAL EVENTS****MINIMUM REQUIREMENTS TO ENSURE IMPLEMENTATION OF
VRs Art. 1005.2.5, Annex X****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. 1005.2.5. 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

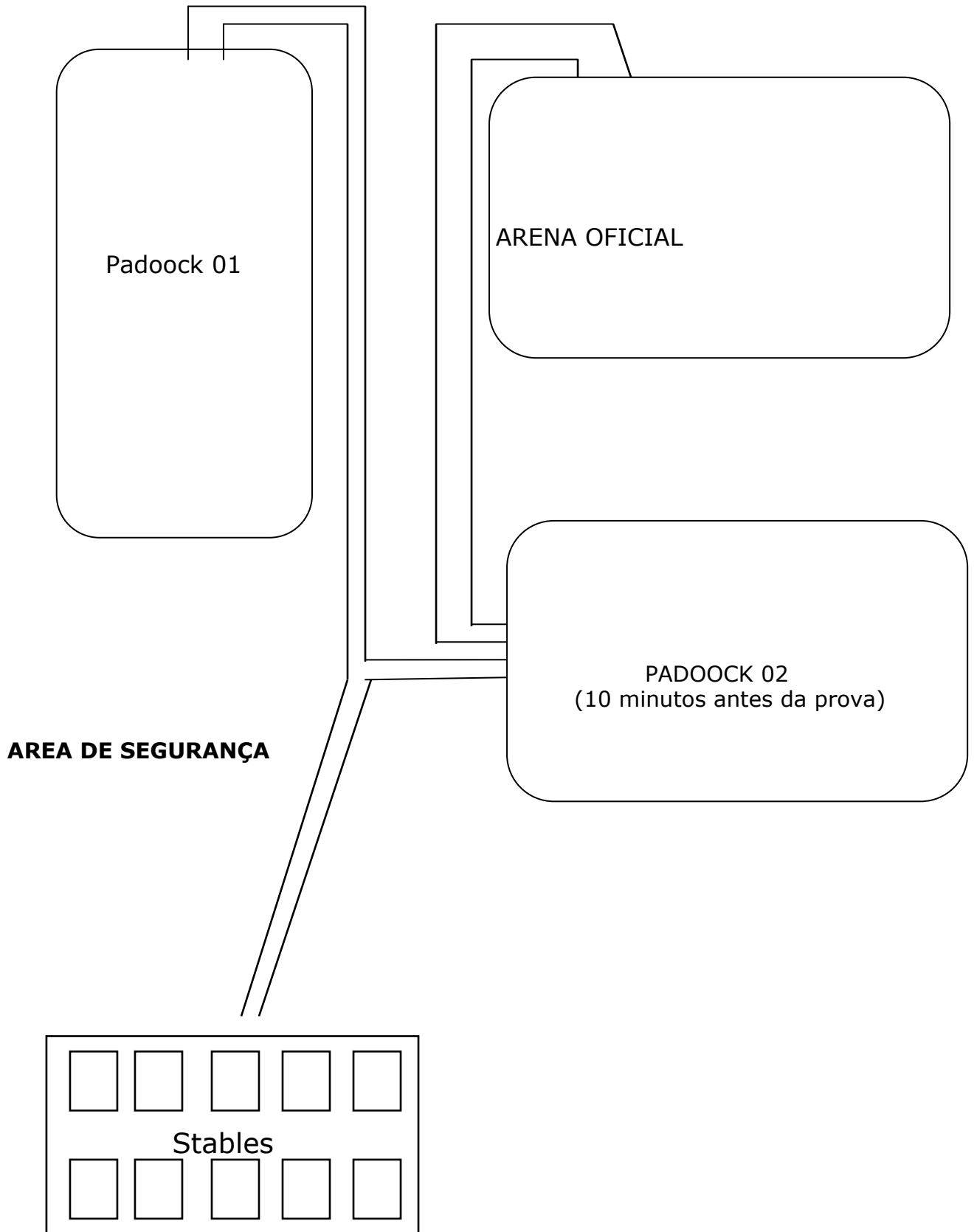
The Chief Steward must ensure that all practice arenas are adequately stewarded all the time that they are officially open. He must also ensure that these arenas are subject to random control when they are officially closed.

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

SPECIAL GUIDELINES FOR VETERINARY ASPECTS

The section of the Checklist entitled "Veterinary Aspects" is comprised of four sections as follows:

1. Veterinary Aspects "A" (see page 5)

This page **must be published verbatim** in all schedules. It refers to:

- veterinary examinations, horse inspections and passport controls;
- equine influenza vaccination (note: some events take place, either at venues or in countries which impose more stringent equine influenza vaccination requirements than the FEI. Any deviations from the FEI requirements must be clearly indicated as an addition to the text in Veterinary Aspects "A" which must be published verbatim in the schedules
- sampling for prohibited substances;
- Medication Control Programme.

2. Veterinary Aspects "B" (see page 6)

This page **must be fully completed** and **returned to the FEI** with the Draft Schedule.

3. Code of Conduct (see page 9)

This page **must be published** in all schedules and it is recommended that it also be published in all programmes of international events.

4. Order Form for FEI Sampling Kits (see page 20)

The MCP is effected in Groups I and II, by Testing Teams of veterinarians and technicians and by Laboratories all directly instructed by the FEI.

At international events outside the MCP area or at those which are covered by the MCP but at which sampling is required when the Testing Teams are not present, the Veterinary Commission/Delegate will operate in accordance with Vet. Regs Chapter VI.

To provide for this eventuality, FEI Sampling Kits should be ordered directly on the form provided, from:

LABORATOIRE DES COURSES HIPPIQUES (LCH)
15, rue de Paradis
F - 91370 Verrières le Buisson
Telephone: +33 1 69 75 28 28
Telefax: +33 1 69 75 28 30

Orders must be received at least two months in advance of the date required. Any kits ordered, other than by FEI appointed MCP Testing Veterinarians, will be invoiced directly by LCH.

NFs are encouraged to stock an adequate number of sampling kits for use by organisers of international events.

**TO BE USED BY NATIONAL FEDERATIONS AND
ORGANISING COMMITTEES TO ORDER MEDICAL
EQUIPMENT REQUIRED FOR MCP**

FEI SAMPLING KIT ORDER FORM

TO: Dr Yves Bonnaire, Directeur
LABORATOIRE DES COURSES HIPPIQUES (LCH)
15, rue de Paradis
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CC: FEDERATION EQUESTRE INTERNATIONALE
Dr Frits Sluyter
Administrator of Medication Control Program
Avenue Mon-Repos 24
CH-1005 Lausanne

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(Please print or type)

ORDER FORM (National Federation / Organising Committee)

Competition

OC / NF

Contact Name

Contact Address

City

Country

Phone

Fax

Please invoice the following order to NF / OC as above :

FEI/LAB KITS indicate number required

1 kit per horse to be sampled
(including syringes, needles, etc...)

Date:

Signature:

Please allow 28 days for delivery

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 PURPOSES

**P H O T O G R A P H S
GAMES AND CHAMPIONSHIPS**

Please remember to provide the FEI with photographs of your event.

Your photos are needed for the publication of the results of the Games/Championships in the FEI Bulletin and the Awards Ceremony to be held during the annual FEI General Assembly.

Criteria for Photographs

- Photos must be taken by an accredited photographer
- Photos of individual winners in each discipline (1st, 2nd and 3rd place)
- Photos of team winners in each discipline (1st, 2nd and 3rd place)
- Each photo must have a legible caption
- Please address photos to Wiveka Lundh, Commercial Department

Thank you for sending us your photos as soon as possible after your event so that they can be published in the corresponding Bulletin.

FOR INFORMATION**BASIC PRESS FACILITIES
Requirements from the International Alliance of Equestrian
Journalists (IAEJ)**

Helping the media to provide good coverage for your competition is one of the cheapest forms of publicity available. Stories in newspapers, magazines or on the radio or television will do a lot for your event, for your sponsors and for the overall visibility of equestrian sport in your area. While media requirements at the top levels can be elaborate, attention to some very simple and easy details can do a lot to help the media exposure of even the smallest competition.

- Programmes, starting orders, course plans and results must be available at all times. The media must be given priority in the distribution of final results.
- A small, reserved working area should be available. This can be a small room or a separate space within the secretariat or show office.
- At least one telephone line must be exclusively available for the media and must be accessible for modem. It does not have to be for free, but available for the media. It can be difficult for the media to find a suitable phone for connecting a laptop so this is a very helpful thing to provide.
- One telefax must be available. As above, it does not have to be for free. Journalists can pay for their phone calls, but it does need to be available.
- Press stand. Some seats should be reserved for the media close to the competitors.
- Press officer. Even in the smallest show, there should be somebody aware that the media might show up and need some help. Within the organizing committee, somebody should be responsible for answering questions from the media if needed (including on the telephone) or to organize a press conference.
- Access to the warm-up areas. It is essential that journalists and photographers have a chance to contact the riders for interviews, photos etc., and this is best done near the warm-up area.
- Parking. At least for the photographers who have to carry heavy equipment, there should be a possibility of getting into reserved parking areas next to the competition venue.
- It would be helpful if accredited press have the opportunity to have some food and drink readily available.