

CHECKLIST FOR APPROVED SCHEDULE PARA DRESSAGE 2018



I. DENOMINATION OF EVENT

VENUE: Ottawa
DATE: May 17-20, 2018
NF: CAN
Indoor: ☐ Outdoor: X

EVENT CATEGORIES:

☐ CPEDI1* ☐ CPEDI2* ☒ CPEDI3*
☐ Championships ☐ Games

II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 23rd edition, 29 April 2015
- FEI General Regulations, 23rd edition, effective 1st January 2009, updates effective 1st January 2018
- FEI Veterinary Regulations, 14th edition, effective 1st January 2018
- **FEI Rules for Para-Equestrian Dressage Events – 3rd edition, effective 1st January 2011, including modifications for 01.01.2018**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2nd Edition, effective 1st January 2016
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2015 revised WADA Code, effective 1st January 2015
- All subsequent published revisions, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 25.01.2018

Signature:

Bettina de Rham
FEI Director Dressage & Para-Equestrian Dressage

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III. 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.**

The Long version 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. The Code is also available on the FEI's website: <http://inside.fei.org/>

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IV. GENERAL INFORMATION

1. ORGANISER

Name: National Capital Dressage Inc
Address: 261 Cunningham Ave., Ottawa, Canada, K1H 6A9
Telephone: 613-733-7505
Fax:
Email: pateeple@gmail.com
Website: www.nationalcapitaldressage.ca

Contact Details Show Ground:

Address: 401 Corkstown Rd., Ottawa, Canada, K2H 7T8
Telephone: +1 613 271- 5452
GPS Coordinates: Lat 45.33 Long -75.85
Accessibility details (directions by road, nearest airport / train station / GPS Coordinates):
Airport: YOW Road: Take Highway 417 – exit Moodie Dr. N - left on Corkstown Rd.

2. ORGANISING COMMITTEE

Honorary President: n/a
President : Paul Teeple
Show Secretary: Paul Teeple
Press Officer: Debra Robinson

3. EVENT DIRECTOR

Name: Paul Teeple
Address: 261 Cunningham Ave., Ottawa, K1H 6A9
Telephone: 613-733-7505
Mobile: 613-304-4933
Fax:
Email: pateeple@gmail.com

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V. OFFICIALS

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10051971	Anne Prain	FRA	5*	nanouprain@gmail.com
		Foreign Judge	10051974	Elke Ebert	GER	5*	ebert.e@berlin.de
		Ground Jury Member	10044886	Birgit Valkenborg	CAN	3*	avbv@ca.inter.net
		Ground Jury Member	10026159	Kristi Wysocki	USA	5*	sk.wysocki@att.net
		Ground Jury Member					
2	Technical Delegate	Foreign Technical Delegate					
3	Appeal Committee	Appeal Committee President					
		Appeal Committee Member					
		Appeal Committee Member					
4	Classifiers	Chief Para-Classifier	10084327	Kerri Sowers	USA	2*	royalfalls@aol.com
		Assistant Para-Classifier	10101629	Susan Foell	CAN	1*	sue.foell@gmail.com
5	Chief Steward	Chief Steward	10077947	Jane James	CAN	2*	jjames3@telus.net
6	Assistant Stewards	Assistant Steward	10050752	Cherie Winslow	CAN	1*	wwhiskeyriver@yahoo.com
		Assistant Steward					
		Assistant Steward					
		Assistant Steward					
7	FEI Veterinary Delegate	Veterinary Delegate	10050083	Dr. Yves Rossier	CAN		Yves.rossier@umontreal.ca
	FEI Veterinary Commission	Veterinary Commission President					
		Foreign Veterinary Delegate					
		Veterinary Commission Member					
8	VSM Veterinary Services Manager /	Veterinary Services Manager					
		Treating Veterinarian	10115224 10114822	Dr. Carole Michon Dr. Jennifer Hodge	CAN CAN		michoncarole@gmail.com jenn.hodge01@gmail.com

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	Treating Veterinarian (VR Art 1103/1105) / 24h VSM		10053819	Dr. Alan Young	CAN		alan.macday@gmail.com
10	Doctor/Medical Service	Doctor/Medical Service		Priority 1 First Aid Services	CAN		mark@priorityonefas.com 613-663-3055
11	Farrier	Farrier		Jon Brent	CAN		jonbrent88@gmail.com 613-880-3563

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VI. INVITATIONS

1. GENERAL

Number of NFs invited :	open
State which NFs are invited :	open
Reserve NFs:	open
Number of home athletes:	open
Number of athletes per NF:	open
Number of horses per athlete:	see competition details

Open to all National Federations with Para-Equestrian riders: Yes ☒ No ☐
Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

VII. ENTRIES

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

1. ENTRY DATES:

Nominated Entries:	n/a (For Championships and Games only)
Definite Entries:	April 27, 2018
Last date for substitutions:	2 hours prior to horse inspection (May 17, 16:00)
Entries have to be sent to:	organizer

All fees are in \$CAD

Entry fee per horse:	\$170 CAD per class (VAT included e)
Stabling fee per horse (if any):	\$215 CAD (VAT included)
Starting fee per horse (if any):	n/a
VAT:	13%
Total fee per horse:	\$895CAD including VAT

IMPORTANT – Entries must include the following information on :

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

2. NO-SHOWS/LATE WITHDRAWALS:

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NB : In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF will be held liable to reimburse the Organiser for the actual financial loss incurred by the Organiser (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.

Amount charged: Total entry fees

3.ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:

All further fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only approved by the FEI and listed in the approved schedule can be charged by the Organiser.

EADCMP Fee: Included in entry fee ☐ Not included in entry fee ☒

Lower Level Events (CIMs) CHF 18 per horse per event
(For definition of CIMs see Appendix E of the FEI General Regulations)
Higher Level Events CHF 25 per horse per event
(All other events not defined as CIM)

Administration Fee:	\$57 CAD
Emergency and Safety:	\$39 CAD
Hay:	\$15 CAD per bale
Late entry & change:	\$79 CAD
Shavings:	\$9 CAD per bag
EADCMP (Drug Testing)	\$51 CAD
Non-negotiable cheque:	\$79 CAD (i.e. a cheque that is not accepted on deposit)
Dressage Canada Levy	\$10 CAD
Results reporting:	\$28 CAD (software fee for reporting results to FEI)

All aforementioned amounts are including VAT

VAT Number of the Organiser: 88635 3705 RT0001

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VIII. TIMETABLE

Competitions must not start before 08:00 and must not finish after 23:00, unless prior approval is granted by the FEI.

	Day	Date	Time
• <u>Opening of stables:</u>	Wednesday	May 16	12:00
• <u>In-barn inspection</u>	Thursday	May 17	9:30-13:30
• <u>Horse Inspection:</u>			
All competitions	Thursday	May 17	16:00
• Chef's d'Equipe Meeting (if applicable):	n/a	n/a	n/a
• <u>Declaration of Starters</u>	Not later than two (2) hours before the draw.		
• <u>Draw:</u>			
140-144	Thursday	May 17	½ hr after horse inspection
145-149	Friday	May 18	½ hour after last competition
150-154	Saturday	May 19	½ hour after last competition

Competitions CPEDI :	Day	Date	Time	Prize Money
	Friday	May 18	After 8 a.m.	
140 Team Test Grade I	Friday	May 18	After class 141	n/a
141 Team Test Grade II	Friday	May 18	After class 142	n/a
142 Team Test Grade III	Friday	May 18	After class 143	n/a
143 Team Test Grade IV	Friday	May 18	After class 144	n/a
144 Team Test Grade V	Friday	May 18	After 8 a.m.	n/a
<u>Total Prize Money</u>				n/a
<u>Prizes in Kind</u>				n/a

Competitions CPEDI :	Day	Date	Time	Prize Money
	Saturday	May 19	After 8 a.m.	
145 Individual Test Grade I	Saturday	May 19	After class 146	n/a
146 Individual Test Grade II	Saturday	May 19	After class 147	n/a
147 Individual Test Grade III	Saturday	May 19	After class 148	n/a
148 Individual Test Grade IV	Saturday	May 19	After class 149	n/a
149 Individual Test Grade V	Saturday	May 19	After 8 a.m.	n/a
<u>Total Prize Money</u>				n/a
<u>Prizes in Kind</u>				n/a

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Competitions CPEDI:	Day	Date	Time	Prize Money
	Sunday	May 20	After 8 a.m.	
150 Freestyle Test Grade I	Sunday	May 20	After class 151	n/a
151 Freestyle Test Grade II	Sunday	May 20	After class 152	n/a
152 Freestyle Test Grade III	Sunday	May 20	After class 153	n/a
153 Freestyle Test Grade IV	Sunday	May 20	After class 154	n/a
154 Freestyle Test Grade V	Sunday	May 20	After 8 a.m.	n/a
Total Prize Money				n/a
Prizes in Kind				n/a

GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:

Leading athlete award –
Best foreign athlete -

Prize in kind
Prize in Kind

IX. COMPETITIONS DETAIL

FIRST DAY: Friday

DATE: May 18

COMPETITION No 140

Para Team Test Grade 1(CPEDI3*)

Grade/Test: Grade I Team Test (ed. 2012 update 2017), to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

* * * * *

COMPETITION No 141

Para Team Test Grade II (CPEDI3*)

Grade/Test: Grade II Team Test (ed. 2012 update 2017), to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

* * * * *

COMPETITION No 142

Para Team Test Grade III (CPEDI3*)

Grade/Test: Grade III Team Test, (ed. 2012 update 2017), to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

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COMPETITION No 143

Para Team Test Grade IV (CPEDI3*)

Grade/Test:	Para Team Test Grade IV, (ed. 2009, update 2017), to be ridden from memory
Number of horses per athlete :	2
Starting order:	Draw Art. 8425
Total prize money:	n/a
Prize money / split-up :	n/a

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COMPETITION No 144

Para Team Test Grade V (CPEDI3*)

Grade/Test:	Para Team Test Grade V, (ed. 2012 update 2017), to be ridden from memory
Number of horses per athlete :	2
Starting order:	Draw Art, 8425
Total prize money:	n/a
Prize money / split-up :	n/a

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SECOND DAY: Saturday

DATE: May 19

COMPETITION No 145

Para Individual Test Grade I

Grade/Test: Para Individual Test Grade I (ed. 2012 update 2018),
to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

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COMPETITION No 146

Para Individual Test Grade II

Grade/Test: Para Individual Test Grade II, (ed. 2012 update 2018),
to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

* * * * *

COMPETITION No 147

Para Individual Test Grade III

Grade/Test: Para Individual test Grade III, (ed.2012 update2018)
,to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

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COMPETITION No 148

Para Individual Test Grade IV

Grade/Test: Para Individual Test Grade IV (ed. 2012
update 2018) , to be ridden from memory

Number of horses per athlete : 2

Starting order: Draw Art. 8425

Total prize money: n/a

Prize money / split-up : n/a

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COMPETITION No 149

Para Individual Test Grade V

Grade/Test: Para Individual Test Grade V (ed. 2012
update 2018) , to be ridden from memory

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Number of horses per athlete : 2
Starting order: Draw Art. 8425
Total prize money: n/a
Prize money / split-up : n/a

* * * * *

THIRD DAY: Sunday

DATE: May 20

Only the best one third of the Athlete/Horse combinations per Grade of the total number of Athletes are qualified to participate in the Freestyle (based on the total result of the Team and Individual tests). Where one third of the class is less than eight (8) Athletes, then eight (8) are allowed to compete. However, all participants must have reached a minimum score of sixty percent (60%) as an average of the Team and Individual tests. Athletes may only compete with one (1) Horse in the Freestyle Competition and for those with more than one (1) Horse qualified; they must participate on the highest placed Horse (based on qualification results).

COMPETITION No 150

Para Freestyle Grade I

Grade/Test: Grade I Freestyle, (ed. 2009 update 2017), to be ridden from memory
Number of horses per athlete : 1
Starting order: Draw Art. 8425
Total prize money: n/a
Prize money / split-up : n/a

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COMPETITION No 151

Para Freestyle Grade II

Grade/Test: Grade II Freestyle (ed. 2009 update 2017), to be ridden from memory
Number of horses per athlete : 1
Starting order: Draw Art. 8425
Total prize money: n/a
Prize money / split-up : n/a

* * * * *

COMPETITION No 152

Para Freestyle Grade III

Grade/Test: Grade III Freestyle (ed. 2009 update 2017), to be ridden from memory
Number of horses per athlete : 1
Starting order: Draw Art. 8425
Total prize money: n/a
Prize money / split-up : n/a

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COMPETITION No 153

Para Freestyle Grade IV

Grade/Test:	Grade IV Freestyle, (ed. 2006 update 2018), to be ridden from memory
Number of horses per athlete :	1
Starting order:	Draw Art. 8425
Total prize money:	n/a
Prize money / split-up :	n/a

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COMPETITION No 154

Para Freestyle Grade V

Grade/Test:	Grade V Freestyle, (ed. 2009 update 2017), to be ridden from memory
Number of horses per athlete :	1
Starting order:	Draw Art. 8425
Total prize money:	n/a
Prize money / split-up :	n/a

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X. FACILITIES OFFERED

1.ATHLETES (and Chefs d'Equipe)

Accommodation.

Hotel: **Brookstreet Hotel**

Address: 525 Legget Drive, Ottawa, ON, K2W2W2

Telephone: (613) 271-1800, 1-888-826-2220

At the expense of: The Organiser ☐ or Athletes ☒

Accommodation.

Hotel: **Days Inn-Ottawa West Hotel**

Address: 350 Moodie Drive, Ottawa, ON K2H 8G3 CA

Telephone: 1-800-616-7719

At the expense of: The Organiser ☐ or Athletes ☒

Accommodation.

Hotel: **Holiday Inn Express & Suites Ottawa West**

Address: 2055 Robertson Road, Ottawa, Ontario K2H 5Y9

Telephone: 613-690-0100

At the expense of: The Organiser ☐ or Athletes ☒

Meals.

At the expense of: The Organiser ☐ or Athletes ☒

2.GROOMS

Accommodation.

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: The Organiser ☐ Athletes ☒ from _____ to _____

Meals.

At the expense of: The Organiser ☐ or Athletes ☒

Meals provided from _____ to _____ .

N.B. Organiser's must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION

1.DRAW

Location of the draw: Show Office

2.COMPETITION ARENA(S)

Indoor Arena(s)

Total dimensions : n/a

Type of Footing: n/a

Outdoor Arena(s)

Total dimensions : 1 – 50Mx70M

Type of Footing: Silica sand/Geo-felt and fiber mix

3.PRACTICE ARENA(S)

Number of practice arenas 1

Arena - Dimensions: 20x60

Type of Sand Footing: Silica sand/Geo-felt and fiber mix

Lunge facilities in place Yes ☒ No ☐

Restaurant on the grounds Yes ☐ No ☒ food trucks

Toilets and showers Area hand washing Yes ☐ No ☒ portable toilets &

Administration and Information Area Yes ☐ No ☒

FEI Classification Area Yes ☒ No ☐

Free parking Area Yes ☒ No ☐

Areas must be accessible for wheelchairs.

4.STABLES

Size of boxes 3 m x 4 m (minimum 3m x 3m + 20% 3mx4m)

5.SCORING/TIMING PROVIDER

Name of the company: n/a

Name contact person: n/a

Contact email: n/a

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

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6. ADVERTISING ON ATHLETES AND HORSES

The athletes are authorised ☒ not authorised ☐ to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with Article 135 of the General Regulations.

7. TICKETING

Are you selling tickets for spectator to attend your event: Yes ☐ No ☒ free for spectators

Name of your ticketing provider: n/a

Web address to buy ticket: n/a

8. BETTING

Betting will be authorised by the Organiser. Yes ☐ No ☒

9. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by:

The Organiser ☐ at per km.

The Athlete ☒

10. WELCOME

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

11. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Walking distance ☐

Organiser Shuttle Service ☐

Public Transport ☐ to be paid by the Organiser ☐ Athlete ☒

If paid by Athlete approximate cost per round trip: \$6

Taxi: ☒ to be paid by the Organiser ☐ Athlete ☒

If paid by Athlete approximate cost per round trip: \$40

Other:

12. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entry right to the stable area according to FEI Veterinary Regulations Articles 1008-1009

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

Horse Owner: 2 two (2) accreditations per horse acc. to FEI-Passport

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13. SUSTAINABILITY

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here: "<http://inside.fei.org/fei/your-role/organisers/handbook>

XII. VETERINARY MATTERS

1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Sea Air International Forwarders

Address: 1720 Meyerside Drive, Mississauga, ON, L5T 1A3

Telephone: (905) 677-7701 1-800-208-9409

Fax:

Email: sales@seaair.ca

Opening hours: Monday - Friday from 8:30 - 17:00

2. HEALTH REQUIREMENTS

GENERAL

In accordance with the FEI Code of Conduct for the Welfare of the Horse 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

Required health tests and vaccinations: negative Coggins or other EIA test within 12 months of competition date, Influenza Vaccinations & booster See Section 7.2 below for time schedule requirements.

Quarantine period: According to Canadian law, if necessary

Specimen Import Licence applied: n/a

For questions or problems, please contact your Government Veterinary Services.

3. NATIONAL REQUIREMENTS

If applicable please provide: n/a

4. PONIES

FEI Veterinary Regulations, Chapter IX:

For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

5. INJURY SURVEILLANCE

FEI Veterinary Regulations, Chapter VIII:

Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

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6. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in suitable vehicles. Any government requirements for disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin 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.

7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

7.1 PASSPORTS. FEI General Regulations Article 137

For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact 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.

NB: Horses entered in CIMs in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (GRs 137.2).

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be **subject to Sanctions in accordance with Annex VI of the FEI Veterinary Regulations** and may not be allowed to compete.

NB 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.

7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1003

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 2 nd Vaccination: day 21-92	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course	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
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: must be in	Must have been vaccinated within 6 months +21 days before arriving at the Event

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	the 6 months +21 days of the booster previous vaccination	Must not compete in the 7 days after receiving a vaccination
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All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory

7.3 EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1031

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

7.4 HORSE INSPECTIONS. FEI Veterinary Regulations Articles 1034-1042

All Horses will be assessed for their 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 by the Inspection Panel will not be permitted to compete.

7.5 LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Articles 1048-1053

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, including, but not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event.

Horses may be selected for examination under the protocol randomly or they may be targeted. 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 at an Event.

8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Veterinary Regulations, Chapter V

8.1 SAMPLING. FEI VETERINARY REGULATIONS CHAPTER VII

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

8.2 ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1058

Elective Testing may be carried out prior to an Event to check for the presence of prohibited substances. Please refer to <http://inside.fei.org/fei/your-role/veterinarians> for information and details.

XIII. HUMAN ANTI-DOPING

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in article 22.3 of the FEIs' Anti-doping Rules for Human Athletes (ADRHA).

The ADRHA rules are published on the FEI's website at <http://inside.fei.org/content/anti-doping-rules>

XIV. ADDITIONAL INFORMATION

1. INSURANCES AND NATIONAL REQUIREMENTS

The FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL

1.1.1 Personal Accident and Health Insurance

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses which may occur when you are attending at/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

1.1.2 Personal Property Insurance

You should also ensure that you are insured against property loss, theft or damage which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

1.2 ATHLETES AND OWNERS

1.2.1 Third Party Liability Insurance

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties

CHECKLIST FOR DRAFT SCHEDULE PARA DRESSAGE 2017



by you, your employees, Support Personnel, your agents or your Horses.

1.2.2 Additional Liability Information

n/a

1.2.3 Horse Insurance

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

2. PROTESTS/APPEALS

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

Protest and appeal forms are available on the FEI website:

Protest: <http://inside.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeal: <http://inside.fei.org/sites/default/files/FEI%20Appeal%20Form.pdf>

3. DISPUTES

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

4. MODIFICATION TO SCHEDULE

In exceptional circumstances, together with the Approval of the Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the OC may change the schedule in order to clarify any matters arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all Athletes and Officials as soon as possible and they must be reported to the FEI by the Foreign Judge.

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5. ADDITIONAL INFORMATION FROM THE ORGANISER

- Dogs must be leashed
- There is ample parking for spectators and competitors. Please don't leave valuables in your vehicle

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

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

The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.

IMPORTANT

The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations articles 127 and 128)

The value of the 1st prize must not exceed 1/3 of the total prize money announced for the competition. Distribution of prize money : distributed to 25 % of participants.

If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

If there are 4 or less athletes in the competition, the table below applies.

Nbr of Starters	1	2	3	4	From 5 and above
1 st	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 nd		25%	25%	25%	
3 rd			20%	20%	
4 th				15%	
5 th					
Total distributed	33%	58%	78%	93%	

The amount to be given to each athletes must be stated in the schedule.

XV. ANNEXES

1. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results to be uploaded directly on the FEI Database within two days after the conclusion of the event.

All relevant information, file format and tutorial can be found on this page:

<http://inside.fei.org/fei/your-role/Organisers/dressage/results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to para-dressageresults@fei.org, in the proper XML format immediately after the event. Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

All results must include FEI Passport Registration number of horses and FEI ID number of Riders.

Please note that as per Art 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from organisers of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

**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**