

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## I. DENOMINATION OF THE EVENT

**Venue :** Bogusławice-POLAND  
**Dates :** 26-28.05.2017 **NF:** POL

**Indoor:**  **Outdoor:**

### EVENT CATEGORIES:

#### Seniors:

CAI1*-H4	<input type="checkbox"/>	CAI2*-H4	<input checked="" type="checkbox"/>	CAI3*-H4	<input checked="" type="checkbox"/>	CAIO4*-H4	<input type="checkbox"/>
CAI1*-H2	<input checked="" type="checkbox"/>	CAI2*-H2	<input checked="" type="checkbox"/>	CAI3*-H2	<input checked="" type="checkbox"/>	CAIO4*-H2	<input type="checkbox"/>
CAI1*-H1	<input checked="" type="checkbox"/>	CAI2*-H1	<input checked="" type="checkbox"/>	CAI3*-H1	<input checked="" type="checkbox"/>	CAIO4*-H1	<input type="checkbox"/>
CAI1*-P4	<input type="checkbox"/>	CAI2*-P4	<input checked="" type="checkbox"/>	CAI3*-P4	<input type="checkbox"/>	CAIO4*-P4	<input type="checkbox"/>
CAI1*-P2	<input checked="" type="checkbox"/>	CAI2*-P2	<input checked="" type="checkbox"/>	CAI3*-P2	<input type="checkbox"/>	CAIO4*-P2	<input type="checkbox"/>
CAI1*-P1	<input checked="" type="checkbox"/>	CAI2*-P1	<input checked="" type="checkbox"/>	CAI3*-P1	<input type="checkbox"/>	CAIO4*-P1	<input type="checkbox"/>
CAI3*-H4 WcupQ (outdoor)			<input type="checkbox"/>				
CAIO4*-H4 WcupQ (outdoor)			<input type="checkbox"/>				

#### Young Drivers:

CAIY1*-H4	<input type="checkbox"/>	CAIY2*-H4	<input type="checkbox"/>
CAIY1*-H2	<input type="checkbox"/>	CAIY2*-H2	<input checked="" type="checkbox"/>
CAIY1*-H1	<input type="checkbox"/>	CAIY2*-H1	<input checked="" type="checkbox"/>
CAIY1*-P4	<input type="checkbox"/>	CAIY2*-P4	<input type="checkbox"/>
CAIY1*-P2	<input type="checkbox"/>	CAIY2*-P2	<input checked="" type="checkbox"/>
CAIY1*-P1	<input type="checkbox"/>	CAIY2*-P1	<input checked="" type="checkbox"/>

#### Juniors:

CAIJ1*-H2	<input type="checkbox"/>	CAIJ2*-H2	<input checked="" type="checkbox"/>
CAIJ1*-H1	<input type="checkbox"/>	CAIJ2*-H1	<input checked="" type="checkbox"/>
CAIJ1*-P4	<input type="checkbox"/>	CAIJ2*-P4	<input type="checkbox"/>
CAIJ1*-P2	<input type="checkbox"/>	CAIJ2*-P2	<input checked="" type="checkbox"/>
CAIJ1*-P1	<input type="checkbox"/>	CAIJ2*-P1	<input checked="" type="checkbox"/>

#### Children:

CAICh1*-P1	<input checked="" type="checkbox"/>	CAICh2*-P1	<input checked="" type="checkbox"/>
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#### Young Horses:

CAI-YH1 5yo	<input checked="" type="checkbox"/>	CAI-YH1 6yo	<input checked="" type="checkbox"/>	CAI-YH1 7yo	<input checked="" type="checkbox"/>
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#### Championships:

CH-M-AH4	<input type="checkbox"/>	CH-M-AH2	<input type="checkbox"/>	CH-M-AH1	<input type="checkbox"/>	CH-EU-AH4	<input type="checkbox"/>
CH-M-A Combined Ponies			<input type="checkbox"/>				
CH-EU-A Youth			<input type="checkbox"/>				
CH-M Young Horses			<input type="checkbox"/>				

**II. GENERAL CONDITIONS**

- FEI Statutes, 23<sup>rd</sup> edition, effective 29 April 2014
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2017
- FEI Veterinary Regulations, 13<sup>th</sup> edition 2014, effective 1<sup>st</sup> January 2016, updates effective 1 January 2017
- **The FEI Rules for Driving Events and its Annexes, 11<sup>th</sup> edition, updates effective 1<sup>st</sup> January 2017**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2016
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on

Signature: \_\_\_\_\_  
Manuel Bandeira de Mello  
FEI Director Endurance & Driving

**NB: No modifications to the approved Schedule will be accepted less than two weeks prior to the event.**

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



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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.

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. The Code is also available on the FEI's website: [www.fei.org](http://www.fei.org).

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## IV. GENERAL INFORMATION

### 1. ORGANISER

Name: Stowarzyszenie Jeździeckie Napoleńska Zagroda  
Address: 97-360 Kamieńsk, Napoleonów 6/7  
Telephone: +48446164605  
Fax:  
Email: stado@stadoboguslawice.com.pl  
Website: www.stadoboguslawice.com.pl

#### Contact Details Show Ground:

Address: 97-320 Wolbórz, Bogusławice 58  
Telephone: +48446164605  
GPS Coordinates:  
Accessibility details (directions by road, nearest airport / train station): [S8](#)

### 2. ORGANISING COMMITTEE

Honorary President:  
President of the Event: Jacek Ostrowski  
Show Secretary: Aneta Królikowska  
Press Officer:

### 3. EVENT DIRECTOR

Name: Jacek Ostrowski  
Address: 97-320 Wolbórz, Bogusławice 58  
Telephone: +48446164605  
Mobile:  
Fax:  
Email: jacek.ostrowski@jasta.net.pl

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## V. OFFICIALS (refer to Memo on following pages)

\* Compulsory

In case there are several categories and officials are not the same, please complete an additional chart per category.

Ref.	Panel	Function	FEI ID	Name	NF	Level	Email/mobile	
1	Ground Jury	Ground Jury President	10051303	Witold Bogacz	POL	3	wbogacz@o2.pl	
		Ground Jury Member	10049827	Danuta Nowicka	POL	3		
		Ground Jury Member	10050418	Josef Trojanec	CZE	2		
		Ground Jury Member	10049773	Tomasz Mossakowski	POL	3		
2	Foreign Judge	Foreign Judge	10049174	Jiri Kunat	CZE	4	Jiri.kunat@seznam.cze	
3	Technical Delegate	Technical Delegate	10051911	Csar Wolfgang	AUT	3		
4	Assistant Technical Delegate	Assistant Technical Delegate						
5	Course Designer	Course Designer	10048817	Wojciech Ganowicz	POL	3	+48601701389	
6	Assistant Course Designer	Assistant Course Designer		Paweł Konarski, Błażej Czajka	POL	N		
7	Appeal Committee	Appeal Committee President						
		Appeal Committee Member						
		Appeal Committee Member						
8	Chief Steward	Chief Steward	10051240	Barbara Berezowska	POL	2	+48605080165 berezob@wp.pl	
9	Assistant Stewards	Assistant Steward	10052979	Sylwia Bogacz	POL	2		
		Assistant Steward		Barbara Dembińska	POL	N		
		Assistant Steward						
		Assistant Steward						
10	FEI Veterinary Delegate	FEI Veterinary Delegate	10018663	Jacek Kwiatkowski	POL		+48602639894	
	FEI Veterinary Delegate or Veterinary Commission	Veterinary Commission President						
		Assistant FEI Delegate						
		Assistant FEI Delegate						
11	Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010)	Veterinary Service Manager	10049905	Zdzisław Peczyński	POL		+48502657021	
		FEI Permitted Treating Veterinarian					*	
12	Medical Doctor			Piotr Kryszczyński	POL		+48601177654	
13	Farrier			Robert Snycerz	POL		+48662185804	
14	NF Delegate	NF Delegate (if applicable)						

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## VI. INVITATIONS

### 1. GENERAL

NFs invited (mandatory for CAI2* and above)	UNLIMITED
Number of home drivers	UNLIMITED
Number of foreign drivers	UNLIMITED
Number of horses/ponies per driver	AS PER THE RULES
Number of start per driver, per category	2

**Competitors are invited by the Organizing Committee through their NF**

### CAIO/Championships

NFs invited (mandatory for CAIO and Regional Championships)	
Number of horses/ponies per driver	
<b>Additional Individual Entries</b> (article 927)- to be confirmed after the Nominated entries	
Number of foreign individual drivers	
Number of home individual drivers	

## VII. ENTRIES

### IMPORTANT

- Entries must be made through the FEI Entry System for all categories of this event (<https://entry.fei.org>)
- Additional documentation can be found at: <http://www.fei.org/fei/your-role/nfs/entry-system-driving>
- All Athletes and Horses participating in any International competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

### 1. ENTRY DATES AND FEES

#### Deadlines for Entries

<b>Nominated entries:</b> NB: Nominated Entries apply to Championships and Games <b>ONLY</b>	
<b>Definite entries:</b>	14.05.2017
<b>Last date for substitutions:</b> (one hour prior the Horse Inspection) <i>Entries have to be in accordance with article 946.1.1 of the Driving rules and 116 of the General regulations</i>	Date:25.05.2017 Time:18:00

Entry fee per driver: (VAT excluded)	CAI-YH 5yo/6yo/7yo / CAI 1*/CAICh1* - 320 PLN  CAI2*,CAIJ2*/CAIY2*/CAICh 2* - 430 PLN  CAI3* - 650 PLN
Stabling fee per horse/pony:	400 PLN
Details entry procedure fee / Payment:	Entry can be paid in cash.

	Stabling - bank transfer, please. BANK: Bank Alior S.A. IBAN: PL 03 2490 0005 0000 4500 4416 4424 BIC/SWIFT: ALBPPLPW
Square for OCs to include details if necessary	

## 2. NO-SHOWS/LATE WITHDRAWALS:

**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 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.

### Refund procedure:

STABLING AND ENTRY FEE NOT REFUNDABLE.
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## 3. ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:

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

EADCMP Fee:	Included in entry fee <input type="checkbox"/>	Not included in entry fee <input checked="" type="checkbox"/>
Lower Level Events (CIMs)	CHF 18 for Driving per turnout per event	
(For definition of CIMs see Appendix E of the FEI General Regulations)		
Higher Level Events	CHF 25 for Driving per turnout per event	
(All other events not defined as CIMs)		

Electricity (upon request):	200 PLN including LORRY/CARAVAN(for CSIs to be included in max. mandatory fee)
Manure disposal:	40 PLN(for CSIs to be included in max. mandatory fee)
Hay:	INCLUDED
Straw:	INCLUDED
Shavings:	NO
Other (please specify):	EADCMP Fee (CAI3*) CHF 25 PER DRIVER EADCMP Fee ( CAIY2*/CAIJ2*/CAICH2*/CAI-YH1*/CAICH1*/CAI1*/CAI2* CHF 18,00 PER DRIVER

Lorry/Caravan:	
Power supply:	provided by the OC <input checked="" type="checkbox"/> Not provided by the OC <input type="checkbox"/> Price:
Water supply:	provided by the OC <input checked="" type="checkbox"/> Not provided by the OC <input type="checkbox"/> Price:
Sanitary facilities:	provided by the OC <input checked="" type="checkbox"/> Not provided by the OC <input type="checkbox"/> Price:
Catering facilities:	provided by the OC <input checked="" type="checkbox"/> Not provided by the OC <input type="checkbox"/> Price:

**All aforementioned amounts are including VAT**



VAT number of the Organiser	To be completed by the OCs
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Space for organiser to include details if necessary
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# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## VIII. TIMETABLE

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

	Day	Date	Time
• Opening of stables	TUESDAY	23.05.2017	16:00
• 1 <sup>st</sup> 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>	THURSDAY	25.05.2017	19:00
• Chefs d'Equipes Meeting at CAIOs (FEI Driving Rules art. 947)			
• Declaration of Starters	THURSDAY	25.05.2017	19:00
• Dressage competition	FRIDAY	26.05.2017	Ca. 9:00
• Cones competition CAI1*	FRIDAY	26.05.2017	Ca.10:00
• Marathon	SATURDAY	27.05.2017	Ca. 9:00
• Cones competition	SUNDAY	28.05.2017	Ca. 9:00
• Combined marathon			

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## IX. COMPETITION DETAIL

### 1. TYPE OF COMPETITIONS

**International Competitions must not start before 8:00 and should not finish after 23:00 unless otherwise approved by the FEI.**

<b>CAI1* - two days</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage <input type="checkbox"/> Or Cones <input type="checkbox"/>
Day 2	Cones	Combined Marathon <input type="checkbox"/> Or Cones <input type="checkbox"/>

<b>CAI1* - one day</b>	<b>Format 3</b>	<b>Format 4</b>
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage & Cones	Combined Marathon

<b>CAI2* - three days</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

<b>CAI2* - two days</b>	<b>Format 3</b>	<b>Format 4</b>
Please check the box	<input type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage & Cones	Combined Marathon
Day 2	Marathon	Combined Marathon

<b>CAI3*</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

<b>CAI04*</b>	<b>Format 1</b>	<b>Format 2</b>
Please check the box	<input type="checkbox"/>	<input type="checkbox"/>
Day 1	Dressage	Dressage
Day 2	Marathon	Cones
Day 3	Cones	Marathon

<b>Championships</b>	<b>Format 1</b>
Please check the box	<input type="checkbox"/>
Day 1	Dressage
Day 2	Marathon
Day 3	Cones

## 2. PRIZE MONEY (See Art. 127, 128)

TOTAL PRIZE MONEY	EUR	CHF
14 000 PLN /gross/		

### Breakdown of prize money – Dressage Competition

PRIZE MONEY	EUR					CHF
2 000 PLN /gross/						
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAI3* H1	150	110	90	70	40	2x20
CAI3* H2	220	160	120	100	50	2X25
CAI3* H4	240	200	130	110	60	2X30

### Breakdown of prize money – Marathon Competition

PRIZE MONEY	EUR					CHF
3 000 PLN /gross/						
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAI3* H1	240	210	150	100	50	2X25
CAI3* H2	300	240	200	140	100	2X35
CAI3* H4	330	260	220	150	110	2X40

### Breakdown of prize money – Cones Competition

PRIZE MONEY	EUR					CHF
2 000 PLN /gross/						
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAI3* H1	150	110	90	70	40	2X20
CAI3* H2	220	160	120	100	50	2X25
CAI3* H4	240	200	130	110	60	2X30

### Breakdown of prize money – Combined Competition

PRIZE MONEY	EUR					CHF
7 000 PLN /gross/						
Class	1 <sup>st</sup> place	2 <sup>nd</sup> place	3 <sup>rd</sup> place	4 <sup>th</sup> place	5 <sup>th</sup> place	Others
CAI3* H1	450	350	250	225	175	2X25
CAI3* H2	800	600	500	300	200	2X50
CAI3* H4	950	700	550	400	250	2X75

**GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS**

Leading athlete award –	(Prize description and value)
Best foreign athlete –	(Prize description and value)
Best home athlete –	(Prize description and value)
Team awards –	(Prize description and value)

**PRIZE - CLASSIFICATION**

10% tax according to Polish law on prizes exceeding 760 PLN.

The value of the 1<sup>st</sup> prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

**3. "DRESSAGE" - COMPETITION**

This competition will be in accordance with FEI Driving Rules

**Dressage Test:**

Event	Dressage Test	Event	Dressage Test
CAI3* H1	3*BHP1	CAI2*H4	2*B
CAI3*H2	3* BHP2	CAI Ch P1	Ch P 1
CAI3* H4	3* BHP4	CAI-YH 5yo/6yo/7yo	YH
CAI2*H1/H2/P1/P2	3*B HP1/3*B HP2	CAI1* H1/H2/P1/P2	1*B
CAI YJ - P1,P2,H1	J and YD		
CAI2*P4	3*B HP4		

\*\*\*\*\*

**4. "MARATHON" - COMPETITION**

This competition will be in accordance with FEI Driving Rules

<u>Option 1:</u>	Distance	Pace	Average Speed
Section A	app. 6 km for CAI3* and CAI2*	Free	Pony 11 km/h; Horses 12km/h
Transfer		Free	
Section B	app. 7 km for CAI3*, app. 6 km for CAI2*	Free	Pony 13 km/h; Horses 14 km/h

<u>Option 2:</u>	Distance	Pace	Average Speed
Section A	app. 6 km for CAI-Ch	Free	11 km/h
Section B	app. 5 km for CAI-Ch	Free	13 km/h

Indicate the number of obstacles in Section B (per category): CAI3\*- 7, CAI2\* and CAI YD, CAI J - 6, CAI-Ch - 5

\*\*\*\*\*

## 5. "CONES" - COMPETITION

**This competition will be in accordance with FEI Driving Rules**

### Type of Competition

*Fault Competition	<input checked="" type="checkbox"/>
Time Competition	<input type="checkbox"/>
Competition in two phases	<input type="checkbox"/>
Competition with Wining Round	<input type="checkbox"/>

**\*Article 971.1.1** – The score from this round will always be used solely to decide the Final Classification in all Events.

Please describe special obstacles:

\*\*\*\*\*

## 6. "COMBINED MARATHON" - COMPETITION

**This competition will be in accordance with FEI Driving Rules, (Art. 970 to 981), FEI World Cup™ Driving Rules, and the notes for guidance for Combined Marathon (<http://www.fei.org/fei/regulations/driving>)**

Fault Competition

Width of cones : See notes for guidance

Width of gates marathon-type obstacle: See notes for guidance

## X. FACILITIES OFFERED

### 1. ATHLETES

#### Accommodation

Hotel: Stado Ogierów w Bogusławicach

Address: Bogusławice 58; 97-320 Wolbórz

Telephone: +48 44 6166405

At the expense of: The Organiser  or Athletes

Accommodated (bed and breakfast) from \_\_\_\_\_ to \_\_\_\_\_

#### Meals

At the expense of: The Organiser  or Athletes

Meals provided from \_\_\_\_\_ to \_\_\_\_\_ . Where \_\_\_\_\_

### 2. GROOMS

#### Accommodation

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser  Athletes

from \_\_\_\_\_ to \_\_\_\_\_ .

#### Meals

At the expense of: The Organiser  or Athletes

Meals provided from \_\_\_\_\_ to \_\_\_\_\_ . Where \_\_\_\_\_

**NB.** If applicable, Organiser 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 CONDITIONS**

### **1. DRAW**

Time, date and location: 20:00, 25.05.2017, SO BOGUSŁAWICE

### **2. COMPETITION ARENA(S)**

#### DRESSAGE ARENA

Length: 100 m Width: 40 m

Type of Footing : GRASS

#### CONES ARENA

Length: 140 m Width: 60 m

Type of Footing : GRASS

#### COMBINED MARATHON ARENA

Length: \_\_\_\_\_ m Width: \_\_\_\_\_ m

Type of Footing :

### **3. PRACTICE ARENA(S)**

#### DRESSAGE ARENA

Length: 100 m Width: 40 m

Type of Footing : grass

#### CONES ARENA

Length: 150 m Width: 60 m

Type of Footing : grass

#### COMBINED MARATHON ARENA

Length: \_\_\_\_\_ m Width: \_\_\_\_\_ m

Type of Footing :

### **4. STABLES**

Size of boxes 3 m x 3 m

**(minimum 3m x 3m+20% 3m x 4m)**

Space for organiser to include details if necessary

## 5. TIMING DEVICE

Name of Manufacturer: NICE  
Model: S.P.A. Nice BS  
FEI Report number:

## 6. SCORING/TIMING PROVIDER

Name of the Company: KEGLE.PL  
Name contact person: Dagmara Małecka  
Contact email: zawody@kegle.pl

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.

## 7. PRIZE GIVING CEREMONY

The owner(s) of the winning horse(s)/pony(ies) is/are invited to the prize giving ceremony:

Yes  No

The number of athletes required to present themselves for the prize-giving ceremony of each competition is .

## 8. ADVERTISING ON ATHLETES AND HORSES

Advertising in Dressage and Cones Competition: The competitors are:  authorised  not authorised (please indicate) by the OC to display the logo of their personal sponsor on the carriage in accordance with General Regulations and Art. 941.1.

Advertising in Marathon Competition: The competitors are:  authorised  not authorised (please indicate) by the OC to display the logo of their personal sponsor on the marathon carriage and on the back(s) of the groom(s) in accordance with GR and Art. 941.2.

The Chief Steward will check that the advertising on athletes and horses complies with these Articles.

## 9. TICKETING

Are you selling ticket for spectator to attend your event: Yes  No

Name of your ticketing provider:

Web address to buy ticket:

## 10. BETTING

Betting will be authorised by the Organiser: Yes  No

## 11. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:

The Organiser  at \_\_\_\_\_ per km.

The Athlete



## 12.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 their arrival.

## 13.LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  / the Athlete

If paid by Athlete approximate cost per round trip:

Other:

## 14.ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

### Entry right to the stable area according to FEI Veterinary Regulations Art. 1023 VI.

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 2

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

Square for OC to include additional details if necessary

One groom per driver for Singles

One groom per driver for Pairs

Two grooms per driver for Four-in-Hands

## 15.LORRY / CARAVAN FACILITIES

Lorry or caravan can be parked close to the stables: Yes  No

Square for OC to include additional details if necessary

## 16.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>

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## XII. VETERINARY MATTERS

### 1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Name:

Address:

Telephone:

Fax:

Email:

Opening hours:

### 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

Quarantine period:

Specimen Import Licence applied:

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

### 3. NATIONAL REQUIREMENTS

If applicable please provide:

The competitors are responsible for arranging customs formalities. Non EC-competitors are strongly advised to travel with an ATA-Carnet. In respect of non - EU riders it is on their part to choose relevant customs agency.
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### 4. PONIES

FEI Veterinary Regulations, Chapter IV:

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

### 5. INJURY SURVEILLANCE

FEI Veterinary Regulations, articles 1036, 1039 and 1040:

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

## 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.

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 II of the 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 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
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

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 1032**

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 Article 1033, Table 2**

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 Article 1034**

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 VI**

### **8.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058**

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. Refer to Chapter VI, paragraph 3 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 ARTICLE 1056**

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**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, 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 by you, your employees, Support Personnel, your agents or your Horses.

##### **1.2.2 Additional Liability Information**

Square for OC to include reference to National Laws when necessary
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### 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.

Space for organiser to include reference to National Laws when necessary

## 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.

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

Appeals: <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 Chefs d'Equipe, host NF delegate, if any, and Ground Jury, the Organiser may change the schedule in order to clarify any matter 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 Secretary General by the Foreign Judge.

## 5. ADDITIONAL INFORMATION FROM THE ORGANISER

Space for organiser to include reference to National Laws when necessary

- National Rules
- Dogs
- Vehicles

# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## Minimum Age Limitation for Athletes and Grooms – Article 912:

<b>Senior Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18 years
Horse Pairs		16 years
Horse Single		14 years
All Pony Classes		14 years
<b>Young Drivers Classes</b>		<b>Athlete Minimum Age</b>
Horses Four-in-Hand		18-21 years
Horse Pairs		16-21 years
Horse Single		16-21 years
All Pony Classes		16-21 years
<b>Juniors Classes</b>		<b>Athlete Minimum Age</b>
Horse Pairs		16-18 years
Horse Single		14-18 years
All Pony Classes		14-18 years
<b>Children Class</b>		<b>Athlete Minimum Age</b>
Single Pony		12-14 years
<b>Grooms</b>	<b>Minimum Age</b>	
All Classes	Athletes under the age of 18 years must be accompanied by a groom(s) of 18 years or older.  Athletes of 18 years and above must be accompanied by a groom(s) of 14 years or older.	
Children	The groom must be over 18 years old. The NF must ensure that the groom must be knowledgeable and experienced in Driving.	

## Minimum Age Limitation for Horses – Article 929:

<b>Horses</b>	<b>Minimum Age</b>
CAI1*	5 years old or over
CAI2* and above	6 years old or over

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

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.**

Space for organiser to include details if necessary

**IMPORTANT**

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



# CHECKLIST FOR DRAFT SCHEDULE DRIVING 2017



## XV. ANNEXES

### 1. FEI Entry System

Please fill the form below in order to provide you and the other members of your committee or your IT Providers access to the FEI Entry System.

#### FEI ID<sup>1</sup> :

Name\*: Królikowska

First Name\*: Aneta

E-Mail\*: biuro1@stadoboguslawice.com.pl

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

#### Event(s)<sup>4</sup>:

#### FEI ID<sup>1</sup>:

Name\*: Małecka

First Name\*: Dagmara

E-Mail\*: zawody@kegle.pl

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

#### Event(s)<sup>4</sup>:

#### FEI ID<sup>1</sup> :

Name\*: Ostrowski

First Name\*: Jacek

E-Mail\*: stado@stadoboguslawice.com.pl

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

#### Event(s)<sup>4</sup>:

<sup>1</sup> If already have an FEI user account.

<sup>2</sup> Provides you the required access to manage entries and substitutions and download entries/lists.

<sup>3</sup> You are just able to consult and download the entries/lists.

<sup>4</sup> Leave the field blank if the user deals with the entries of all events in the show.

\* **Mandatory Fields**

## 2. RESULTS

An online results interface is available to manage Driving results <http://forms.fei.org>

All results must be submitted to the FEI via this online platform or by uploading XML results file(s) directly on FEI Database. For additional information please browse to: <http://www.fei.org/fei/your-role/organisers/driving/results-forms>

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

Please note that as per Art. 109.6 (GR): Failure from OCs 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.

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

**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**