

**This document contains:**

- The Event Covid-19 risk assessment and risk mitigation plan in accordance with the [FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic](#)
- The Event Approved Schedule

*Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event prior to planning his/her travel to the Event.*

# Guidance for the use of the WHO Risk Assessment tools in the context of COVID-19 - FEI version

Guidance for FEI Event organisers ("OCs") during the current outbreak of COVID-19

In view of the current outbreak of COVID-19, this disease-specific and event-specific risk assessment and mitigation checklist has been developed by WHO for use by host countries and event organizers, to assess the specific risk of COVID-19.

The FEI has slightly adapted the wording in the document, mainly by replacing the initial term "mass gathering sporting event" by "FEI Event". Under the FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, which applies to all FEI Events taking place after 1 July 2020, all OCs of FEI Events must carry out a risk assessment of their Event in terms of Covid-19 transmission, using the present document.

The following risk assessment and mitigation checklist should be used in conjunction with the "WHO Mass Gathering Sports Addendum Guidelines" - OCs should consider the term "mass gathering" in it as synonym of "FEI Event" in this context.

In order to accurately provide answers the following risk assessment and mitigation checklist, OCs must be knowledgeable on the current COVID-19 outbreak. OCs should reference the daily global COVID-19 situation reports provided by WHO as well as the national COVID-19 situation reports, if available.

The tool must be completed in this Excel spreadsheet (see following tabs), as the scores are automatically calculated there. Once the tool is completed, the scores received in the Excel spreadsheet for both sections will appear in the decision matrix found on the final tab ("Overall risk scores") for the Event's overall risk score to be determined.

It must be ensured that this risk assessment is conducted with input from local public health authorities and that the necessary personnel with expertise in mass gatherings, risk assessment, epidemiology, and infectious disease control measures are included from the initial stages of planning.

For the final determination, factors under consideration include:

- the current stage of the COVID-19 outbreak and known transmission dynamics
- the geographical distribution and number of participants, and their individual risk profile
- the risk assessment tool
- the mitigation measures that are currently in place or feasible and any discipline-specific guidance issued by the FEI.

*It is important to remember that while mitigation measures can reduce the risk of COVID-19 infections, they cannot completely eliminate the threat. It is WHO's view that all countries with community transmission should seriously consider postponing or reducing sport events that bring people together and have the potential to amplify disease, and support the recommended best practice of physical distancing. Any decision will be supported through the use of WHO tools, in particular this risk assessment tool.*

*If movement restrictions and further national measures have been established in the country, the risk assessment does not apply.*

*However, when the process of re-opening/conducting mass gatherings is being considered post movement restrictions, it will be key to ensure any decisions are based on a risk assessment, such as the WHO Mass gatherings COVID-19 risk assessment.*

## Risk assessment for COVID-19

The questions below will enable OCs to review the additional considerations specific to sports, and thus inform their risk assessment of COVID-19 associated with their Event. This will help OCs understand and manage any additional risk from COVID-19.

The risk assessment should be reviewed and reassessed regularly during the planning phase and updated immediately prior to the transition to the operational phase, especially in light of the rapidly evolving nature of the outbreak. Reference should be made to the latest technical guidance and situation reports on the WHO website.

The risk assessment for COVID-19 associated with the Event must be coordinated and integrated with the host country's national risk assessment for COVID-19. The person completing the questionnaire should include input from the local public health authorities, consult WHO's latest technical guidance and ensure that there is an up-to-date evaluation of the epidemiological situation.

Please answer Yes (1) or No (0) to the following questions to determine a risk assessment score that incorporates factors specific to sporting events

Additional risk of COVID-19 to the sporting event	Yes (1)/No (0)	Score
Will the event be held in a country that has documented active local transmission of COVID-19 (community spread)?	1	1
Will the event be held in a single venue or multiple venues/cities/countries? <i>(single venue = 0; multiple venues = 1)</i>	0	0
Will the event include international participants (athletes and spectators) from countries that have documented active local transmission of COVID-19 (community spread)? <i>(NB: if the Events does not involve spectators, please clarify this in the comments to the questions in relation to spectators in the "Mitigation Checklist" sheet)</i>	1	1
Will the event include a significant number of participants (athletes or spectators) at higher risk of severe COVID-19 disease (e.g., people over 65 years of age or people with underlying health conditions)?	0	0
Will the event include sports that are considered at higher risk of spread for COVID-19 (eg, contact sports)?	0	0
Will the event be held indoors? <i>(Yes = 1; No = 0)</i>	0	0
<b>Total COVID-19 risk score</b>		<b>2</b>

## Mitigation checklist for COVID-19

Mitigation measures assess the current effort and planning to reduce the risk of spread of COVID-19 disease for the event. As mitigation measures can reduce the overall risk of the sporting event contributing to the spread of COVID-19, they should be taken into account after the risk assessment has occurred to gain a clearer understanding of the overall risk of transmission and further spread of COVID-19, should the event be held. Together with the risk assessment score, the mitigation measure will contribute to the decision matrix and influence the assessment of the overall risk of transmission and further spread of COVID-19 in relation to the event.

Topic	Key consideration	Score Yes/Completed (2), Maybe/In progress (1), No/Not considered (0)	Weighting	Total score	Comments
Understanding of the overview of the current COVID-19 situation by the OC	Have the relevant OC and responsible staff been informed about the <b>latest available guidance on the COVID-19 outbreak</b> (official web resources available from WHO, CDC, ECDC, UN, local public health authorities)? And are the OC and staff concerned committed to following the available guidance?	2	1	2	
	Is the OC aware of global and local daily situation reports as provided by WHO or local public health authorities?	2	1	2	
	Do the OC and responsible staff understand the risks and transmission routes of COVID-19, the steps that Event attendees can take to limit spread, the recognized best practices (including respiratory etiquette, hand hygiene, physical distancing, etc.), and the travel restrictions adopted by different countries that may affect the Event?	2	1	2	
Event emergency preparedness and response plans	Has a <b>contingency medical response plan for COVID-19</b> been developed for the Event?	1	3	3	
	Does the contingency medical response plan include <b>information about how attendees should interact with the host country healthcare system</b> (e.g. hotline/helpline telephone number, medical teams and first-aid points for the Event, local health care system)?	2	3	6	
	Is there an <b>Emergency COVID-19 Outbreak Response Coordinator/Team</b> in the OC or other structure structure for the Event with defined roles and responsibilities, coordinating the health preparedness and response planning for the outbreak?	1	2	2	
	Has the host country or OC requested <b>support from WHO and/or local public health authorities</b> ?	2	3	6	
	<b>Has the OC acquired the following supplies to help reduce the risk of transmission of COVID-19?</b>				
	Personal protective equipment (e.g. masks, gloves, gowns) for onsite medical personnel	2	3	6	
	Hand sanitizer and alcohol rubs/gels, tissues, frequently replaced soap canisters and closed bins for safe disposal of hygienic materials (e.g. tissues, towels, sanitary products) in washrooms and changing rooms	2	3	6	
	Hand sanitizers and alcohol rubs for all entrances and throughout the venue	2	3	6	
	<b>If a person feels unwell/ shows symptoms of an acute respiratory infection during the Event:</b>				
	Is there a procedure for athletes or spectators to clearly identify <b>whom to contact and how to do so</b> if they or other Event participants feel unwell?	2	3	6	
Is there a protocol on whom the OC should contact in the host country to report suspected cases and request testing and epidemiological investigations?	1	3	3		

	Are <b>first-aid services or other medical services</b> in-place and equipped to support patients with respiratory symptoms?	2	2	4	
	Are there <b>isolation rooms or mobile isolation units</b> available onsite?	2	2	4	
	Are there any <b>designated medical facilities</b> that manage patients with COVID-19 infection in the host country?	2	2	4	
	Are there <b>transportation services with trained medical professionals</b> available to transport critically ill patients with severe acute respiratory infections to a hospital or to evacuate them from the host country, if necessary?	2	2	4	
	Has a <b>cleaning schedule</b> been developed to ensure the venue is clean and hygienic – wiping surfaces and any equipment regularly with disinfectant is strongly recommended (before, during and after the event and between each round of competition)?	2	3	6	
	Are there established <b>screening measures</b> , including temperature checks in place for participants at the point of entry, venues, routes and on-site medical facilities (first-aid points)? (Please specify in Comments what these screening measures include)	1	3	3	Molecular (RT - PCR) tests
	Is the host country conducting COVID-19 <b>laboratory diagnostic tests</b> ? (If Yes, please specify in comments the type of COVID-19 diagnostic test used)	2	3	6	
	Does the host country have a <b>national public health emergency preparedness and response plan</b> that can address severe respiratory diseases, including COVID-19?	2	2	4	
	Is there a <b>preliminary agreement by the host country to provide care</b> for any COVID-19 cases connected with the Event?	1	3	3	
	If the Event is for a duration of 14 days or longer, does the medical response plan for the event include resources and protocols for managing all public health interventions that would be necessary and supporting the national public health authorities if participants are infected and become unwell at the Event? (If the event is for less than 14 days, please score 0)	0	3	0	
	If the Event is for less than 14 days, does the medical response plan include protocols for OCs to notify all participants of possible exposure to COVID-19 if the OCs are made aware of any suspected or confirmed cases that attended the Event? (If the event is for 14 days or longer, please score 0)	2	3	6	
<b>Stakeholder and partner coordination</b>	Is there an established mechanism for collaboration and coordination between <b>the health and security sectors</b> , which is considered as crucial?	0	2	0	
	Are there agreed, clear and easily understood processes in place for <b>reporting to external multi-sectoral stakeholders</b> (including surveillance authorities, WHO, CDC, ECDC, etc.) and disseminating risk communication messages (Media)?	0	2	0	
<b>Command and control</b>	Is there a decision-making authority/body and an agreed procedure to <b>modify, restrict, postpone or cancel the Event</b> related to the evolving COVID-19 outbreak?	2	3	6	
	Are there arrangements to activate a <b>strategic health operations centre</b> if there are suspected COVID-19 cases in connection with the Event?	2	2	4	
	Have the OC and staff undergone training and exercises on personal safety procedures and emergency mitigation measures (including those specifically listed in this checklist)?	2	3	6	
<b>Risk communication</b>	Is there a <b>risk communication strategy</b> for the Event in regard to COVID-19?	2	3	6	
	Is there a <b>designated person(s) to lead media</b> activities and tasked with managing all external communications with national and international government officials, the general public, and the media? (If yes, please identify the spokesperson in comments)	2	2	4	
	Has there been <b>monitoring of national and international media and social media</b> established for <b>rumours</b> to be able to counter them early? (Please explain in the comments what protocols are in place for counter messaging)	1	2	2	

	Has coordination been set up with major official media channels and social media sites such as Twitter, Facebook and Instagram so that messaging can be coordinated with, and assisted by, the platforms to provide targeted messaging from OCs (including messaging to counter fake news and rumours, and proactive messaging about the status of the sporting event, including changes)?	2	2	4	
Public health awareness of COVID-19 before and during the event	Has <b>public health advice</b> on clinical features of COVID-19, preventive measures, especially respiratory etiquette, hand hygiene practices, and physical distancing, been shared with all staff involved in the Event, athletes, the public, and personnel of all relevant stakeholders?	2	3	6	
	Has information on the <b>at-risk populations</b> been provided to all athletes, the public and others so they may make an informed decision on their attendance based on their personal risks?	2	3	6	Public not allowed at the event
	Has public advice included information on the meaning of the following <b>measures: quarantine, self-isolation and self-monitoring?</b>	2	2	4	
Surge capacity	<b>Are there any surge arrangements in place in the event of a public health emergency during the Event - (i.e. suspected and confirmed cases of COVID-19?)</b>				
	Do these surge arrangements include funding for mitigation measures?	2	3	6	
	Do these surge arrangements include stockpiles of equipment (e.g. personal protective equipment, etc.)	2	3	6	
	Do these surge arrangements include training of extra staff?	2	2	4	
	Do these surge arrangements include volunteers?	2	2	4	
Specific mitigation measures	Will there be <b>daily health checks</b> of athletes/competitors?	2	2	4	PCR Test less than 72 h or Antigen 48h, will be mandatory to enter in the Showground
	Will the <b>athletes be separated from other groups</b> , such as officials, support staff and spectators, to limit transmission?	2	2	4	
	Are there measures in place to <b>limit the sharing of equipment, water bottles, towels, etc.?</b>	2	3	6	
	Will athletes be given closed <b>containers to allow for the safe disposal or storing of all hygienic materials</b> (e.g. tissues, towels, etc.)?	0	3	0	
	Will the Event have <b>designated seating</b> for all spectators?	0	3	0	Public not allowed at the event
	Does the designated <b>seating provided allow for physical distancing</b> between spectators (minimum of 1 metre)?	0	2	0	
	Have <b>pre-travel health checks</b> been performed on all athletes to ensure underlying co-morbidities, medications, allergies, etc. are documented?	0	2	0	PCR Test less than 72 h or Antigen 48h, will be mandatory to enter in the Showground

Sum of mitigation measures	176
<b>Total mitigation score (%)</b>	<b>80</b>

176

## Event overall risk score

The decision matrix takes the risk score and the mitigation score to provide a colour determination. This colour determination identifies the total risk of transmission and further spread of COVID-19 in relation to the Event. The "Colour Determination" key below the decision matrix describes the total risk for each colour.

Total COVID-19 risk score (from "Risk Assessment" Tab)	2
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Total mitigation score (from "Mitigation Checklist" Tab)	80
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## Risk Vs. Mitigation Matrix

Total Risk Assessment Score	Very Prepared to Mitigate COVID-19 Impacts (76-100)	Somewhat Prepared to Mitigate COVID-19 Impacts (51-75)	Somewhat Unprepared to Mitigate COVID-19 Impacts (26-50)	Very Unprepared to Mitigate COVID-19 Impacts (0-25)
0 - Negligible	Very low	Very low	Very low	Very low
1 - Very Low Risk	Very low	Very low	Low	Low
2 - Low Risk	Low	Low	Low	Moderate
3 - Moderate Risk (low-moderate)	Low	Moderate	Moderate	Moderate
4 - Moderate Risk (high-moderate)	Moderate	Moderate	High	Very High
5 - High Risk	High	High	Very High	Very High
6 - Very High Risk	Very High	Very High	Very High	Very High

KEY FOR COLOUR DETERMINATION OF OVERALL RISK	
VERY LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very low</u> .
LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>low</u> . Recommend checking whether mitigation measures can be strengthened.
MODERATE	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>moderate</u> . Recommend <u>significant</u> efforts to improve mitigation measures or reduce risk of transmission (decrease risk assessment score).
HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>high</u> . Recommend <u>significant</u> efforts to improve <u>both</u> mitigation measures and reduce risk of transmission (decrease risk assessment score).
VERY HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very high</u> .

## CHCE Officials COVID-19 Responsibilities

### Announcers

-Please read through all the supplied literature and protocols established by ESP for the COVID-19 action plan.

- All persons entering competition grounds are required to self-monitor their temperature once daily prior to entering the competition grounds, and have a negative test it can be an Antigen 48hours valid or PCI test 72h, it will be mandatory to show at the entry. Anyone with a temperature of 100.4° F (38° C) or higher may not enter the facility. As of 10.25.21 ESP will discontinue continue temperature checks.
- **-Facial masks still required for everyone indoors. This includes the show office and bathrooms.**
- **-Please keep a mask with you at all times in case you need it at any time while on the grounds.**
- -To keep office occupancy low, please continue to report directly to your booth. All materials (Radios, Clip Boards, Microphones, etc.) will be delivered to your area. **Please make sure the clip board and radios make it back to a show office after your ring is complete.**
- -Please give barn updates as frequently as possible.
- -Please work out a system early with your ingate to make sure the scheduler is giving accurate information.
- -If anytime you need additional items or supplies, feel unsafe, notice a violation or a hole in the system, have general comments or suggestions on how to make things safer or better, PLEASE let me know. Nothing is perfect and we will all learn from the feedback and experience.

#### **All announcers upon request will be supplied with:**

Any of the following can be provided to you upon request: KN95 masks, 3 ply disposable masks, disposable gloves and hand sanitizer.

Please let David know if you need any PPE supplies and we will get these to you right away. We have ample supply of these items, and it is never a problem for ESP to supply on request.

## Ingates

- All persons entering competition grounds are required to self-monitor their temperature once daily prior to entering the competition grounds, and have a negative test it can be an Antigen 48hours valid or PCI test 72h, it will be mandatory to show at the entry. Anyone with a temperature of 100.4° F (38° C) or higher may not enter the facility. As of 10.25.21 ESP will discontinue continue temperature checks.
- **-Facial masks still required for everyone indoors. This includes the show office and bathrooms.**
- **-Please keep a mask with you at all times in case you need it at any time while on the grounds.**
- -To keep office occupancy low, please continue to report directly to your booth. All materials (Radios, Clip Boards, Microphones, etc.) will be delivered to your area. **Please make sure the clip board and radios make it back to a show office after your ring is complete.**
- **-For your own safety please continue to keep people out of your booths** and at least 6 feet away at all times.
- -Each morning you should set up your computer and reader display, and that the water cups are stocked.
- -Accurate information must be given the night before on the SGL system. This is a huge part of your responsibility so make sure the information is accurate before 8pm each night prior. Exhibitors should have information displayed that gives them timing for **when** to walk to the ring, **when** to get on their horse, **when** to compete, and **when** to leave. We are still promoting "Show and go."
- **-Orders of go** will be established for **all classes** and accurate times to start classes. If you feel that some classes are better to remain as check in, please discuss this with David before skipping posted orders. Please plan out your drags each night.
- -Please give barn updates as frequently as possible.
- -Please work out a system early with your announcer to make sure the scheduler is giving accurate information.
- -The scheduler must be displayed on your reader at all times.
- -If anytime you need additional items or supplies, feel unsafe, notice a violation or a hole in the system, have general comments or suggestions on how to make things safer or better, PLEASE let management know. Nothing is perfect and we all continue to learn from the feedback and experience.

### **All ingates upon request will be supplied with:**

Any of the following can be provided to you upon request: KN95 masks, 3 ply disposable masks, disposable gloves and hand sanitizer.

Please let David know if you need any PPE supplies and we will get these to you right away. We have ample supply of these items and it is never a problem for ESP to supply on request.

## **JUDGES**

- Please read through all the supplied literature and protocols established by ESP for the COVID-19 action plan.
- All persons entering competition grounds are required to self-monitor their temperature once daily prior to entering the competition grounds, and have a negative test it can be an Antigen 48hours valid or PCI test 72h, it will be mandatory to show at the entry. Anyone with a temperature of 100.4° F (38° C) or higher may not enter the facility. As of 10.25.21 ESP will discontinue continue temperature checks.
- **-Facial masks still required for everyone indoors. This includes the show office and bathrooms.**
- **-Please keep a mask with you at all times in case you need it at any time while on the grounds.**
- Our state and local authorities do not currently require social distancing. ESP still recommends that officials wear a mask if they are sharing a workspace within 6 feet of another official. ESP will supply any official with masks upon request.
- -You will report directly to your booth. All materials (Radios, Clip Boards, etc.) will be delivered to your booth and picked up each day. Car- Booth-Car.
- -Please be prepared for multiple cards to be opened at the same time to help with moving the show along.
- -Please fill out your paperwork the first day and send back to office. (W9 forms and expense sheet)
- -Hunter Judges- Please remember no jogs. We need you to immediately let the announcer and ingate know if you need to see them trot again before they leave the ring.
- -Hunter/ Equitation Judges- Numerical numbering should be used for all scoring.
- Hunter/ Equitation Judges- Please ask the announcer to space under saddle line ups or anything else that is appropriate.
- Hunter/ Equitation Judges- No deductions or credits should be issued for choices on braiding, facial coverings or air vests.
- -If anytime you need additional items or supplies, feel unsafe, notice a violation or a hole in the system, have general comments or suggestions on how to make things safer or better, PLEASE let me know. Nothing is perfect and we will all learn from the feedback and experience.

### **All Judges upon request will be supplied with:**

Any of the following can be provided to you upon request: KN95 masks, 3 ply disposable masks, disposable gloves and hand sanitizer.

Please let David know if you need any PPE supplies and we will get these to you right away. We have ample supply of these items and it is never a problem for ESP to supply on request.

## Stewards, Schooling Supervisors

-Please read through all the supplied literature and protocols established by ESP for the COVID-19 action plan.

- All persons entering competition grounds are required to self-monitor their temperature once daily prior to entering the competition grounds, and have a negative test it can be an Antigen 48hours valid or PCI test 72h, it will be mandatory to show at the entry. Anyone with a temperature of 100.4° F (38° C) or higher may not enter the facility. As of 10.25.21 ESP will discontinue continue temperature checks.
- **-Facial masks still required for everyone indoors. This includes the show office and bathrooms.**
- **-Please keep a mask with you at all times in case you need it at any time while on the grounds.**
- Our state and local authorities do not currently require social distancing. ESP still recommends that officials wear a mask if they are sharing a workspace within 6 feet of another official. ESP will supply any official with masks upon request.
- -Most of you have your own radios. For those who don't please make arrangements to have one assigned to you with a charger for the whole week.
- -If anytime you need additional items or supplies, feel unsafe, notice a violation or a hole in the system, have general comments or suggestions on how to make things safer or better, PLEASE let me know. Nothing is perfect and we will all learn from the feedback and experience.

Upon request, All stewards and Schooling Supervisors upon request will be supplied with: Any of the following can be provided to you upon request: KN95 masks, 3 ply disposable masks, disposable gloves and hand sanitizer.

Please let David know if you need any PPE supplies and we will get these to you right away. We have ample supply of these items and it is never a problem for ESP to supply on request.

**I. DENOMINATION OF EVENT**

VENUE: CASCAIS  
DATE: 25-27 February 2022  
NF: PORTUGAL  
Indoor:  Outdoor:

- |  |   |   |  |   |                                |
|--|---|---|--|---|--------------------------------|
| <input type="checkbox"/> CDI1*           | <input type="checkbox"/> CDI2*            | <input checked="" type="checkbox"/> CDI3* | <input type="checkbox"/> CDI4*             | <input type="checkbox"/> CDI5*            | <input type="checkbox"/> CDI-W |
| <input type="checkbox"/> CDIO2*          | <input type="checkbox"/> CDIO3*           | <input type="checkbox"/> CDIO4*           | <input type="checkbox"/> CDIO5*            | <input type="checkbox"/> -NC              |                                |
| <input checked="" type="checkbox"/> CDIJ | <input checked="" type="checkbox"/> CDIY  | <input checked="" type="checkbox"/> CDIP  | <input checked="" type="checkbox"/> CDIU25 | <input checked="" type="checkbox"/> CDICH |                                |
| <input type="checkbox"/> CDIOJ           | <input type="checkbox"/> CDIOY            | <input type="checkbox"/> CDIOP            | <input type="checkbox"/> CDIOU25           | <input type="checkbox"/> CDIOCh           |                                |
| <input type="checkbox"/> CDIAm           | <input checked="" type="checkbox"/> CDIYH |   |  |   |                                |
| <input type="checkbox"/> Championship    |   | <input type="checkbox"/> Games            |  |   |                                |

**II. GENERAL CONDITIONS**

- FEI Statutes, 24<sup>th</sup> edition, effective 17 November 2021.
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2022.
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1<sup>st</sup> January 2018, updates effective 1<sup>st</sup> January 2022.
- **FEI Dressage Rules (25<sup>th</sup> edition, effective 1<sup>st</sup> January 2014, including updates 1<sup>st</sup> January 2022) and if applicable the FEI Dressage World Cup™ Rules 2021/2022 and 2022/2023 and FEI Dressage Nations Cup™ Rules 2022.**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1<sup>st</sup> January 2021.
- The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, effective as of 1 July 2020 and until further notice.
- Given the current Covid-19 situation, please note that the FEI’s approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event prior to planning their travel to the Event.
- All subsequent published revisions, the provisions of which will take precedence.

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**FEI APPROVED SCHEDULE  
CASCAIS (POR) 25-27 February 2022**

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Approved by the FEI, Lausanne, on 06/01/2022. Updated 23/02/2022.



Bettina De Rham.  
FEI Dressage Director.

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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, 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/>

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: CENTRO HIPICO DA COSTA DO ESTORIL  
Address: Avenida da Charneca, no. 186, 2750-530 Cascais, Portugal  
Telephone: +351 917328170 (Cell.), +351 214872064  
Email: geral@centrohipicocostaestoril.com  
Website: <http://www.centrohipicocostaestoril.com/>

#### Contact Details Show Ground:

Address: Avenida da Charneca no. 186, 2750-530 Cascais, Portugal  
Telephone: +351 917328170 (Cell.)  
GPS Coordinates: N 38° 44' 02" - W 9° 26' 58"

Accessibility details (directions by road, nearest airport/train station):

Take the A5 direction CASCAIS, leave to the right at exit 12 Malveira - Cabo da Roca - Guincho, continue straight ahead on Estrada da Malveira for about 1,5 km and showground will be on your left. Nearest Airport: LISBON / Nearest train station: CASCAIS

### **2. ORGANISING COMMITTEE**

Honorary President: Dr. Carlos Carreiras, Mayor of the municipality of CASCAIS  
President of the event: Adele Gambini  
Show Secretary: Marisa Raio  
Press Officer: Marisa Raio

### **3. EVENT DIRECTOR**

Name: Colonel Manuel Teles Grilo  
Address: Avenida da Charneca no. 186, 2750-530 Cascais, Portugal  
Telephone: +351 214872064  
Mobile: +351 969 069 548 (Cell.)  
Email: [manueltg222@gmail.com](mailto:manueltg222@gmail.com)

**FEI APPROVED SCHEDULE  
CASCAIS (POR) 25-27 February 2022**



**V. OFFICIALS**

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the on-line FEI Competency Evaluation Test.

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10050589	Barbara ARDU	ITA	4*/YH	<a href="mailto:barbarardu@fise.it">barbarardu@fise.it</a>
		Ground Jury Member	10184209	Claudia MATOS	POR	3*	<a href="mailto:cem@advlex.pt">cem@advlex.pt</a>
		Ground Jury Member	10023884	Frederico PINTEUS	POR	4*/YH	<a href="mailto:fpinteus@hotmail.com">fpinteus@hotmail.com</a>
		Ground Jury Member	10049288	Freddy LEYMAN	BEL	4*/YH	<a href="mailto:freddyleyman@skynet.be">freddyleyman@skynet.be</a>
		Ground Jury Member	10053322	Maarten VAN DER HEIJDEN	NED	4*	<a href="mailto:maartenvdh1@gmail.com">maartenvdh1@gmail.com</a>
		Ground Jury Member	10003244	Isobel WESSELS	GBR	5*/YH	<a href="mailto:Isobelwessels@btinternet.com">Isobelwessels@btinternet.com</a>
		Foreign Judge	10050397	Leif TORNBLAD	DEN	5*/YH	<a href="mailto:let@tornblad.dk">let@tornblad.dk</a>
2	Foreign Technical Delegate	Foreign Technical Delegate					
3	Chief Steward	Chief Steward	10159460	Andre MARTINS SANTOS	POR	2	<a href="mailto:martins228@hotmail.com">martins228@hotmail.com</a>
4	Assistant Stewards	Assistant Steward	10063553	Armino CAIXINHA	POR	2	<a href="mailto:antonio-caixinha@hotmail.com">antonio-caixinha@hotmail.com</a>
		Assistant Steward	10159463	Bruno CASEIRÃO	POR	2	<a href="mailto:bruno.caseirao@gmail.com">bruno.caseirao@gmail.com</a>
		Assistant Steward	10230903	Eduarda AGNELLO CARREIRO	POR	1	<a href="mailto:teddy_agnello@hotmail.com">teddy_agnello@hotmail.com</a>
		Assistant Steward					
5	FEI Veterinary Delegate	Veterinary Delegate	10053600	João Pedro DA COSTA PEREIRA	POR	3	<a href="mailto:geral@centrohipicocostaestoril.com">geral@centrohipicocostaestoril.com</a>
		Additional Veterinary Delegate					
	FEI Veterinary Commission	Veterinary Commission President					
		Foreign Veterinary Delegate					
		Veterinary Commission Member					
6	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager	10087285	Manuel LAMAS	POR		+351 916 766 933
		Permitted Treating Veterinarian (one for every 200 horses)	10087285	Manuel LAMAS	POR		+351 916 766 933
7	Doctor/Medical Service	Doctor/Medical Service		Bombeiros de Cascais	POR		+351 214 828 400
8	Farrier	Farrier		Americo REBELO	POR		+351 967151861 <a href="mailto:geral@centrohipicocostaestoril.com">geral@centrohipicocostaestoril.com</a>
9	NF Delegate	NF Delegate (if applicable)					

## **VI. INVITATIONS**

Number of NFs invited:	ALL
State which NFs are invited:	N/A
Reserve NFs:	N/A
Total Number of athletes:	60
Number of home athletes:	25
Number of athletes per NF:	MAX. 12
Number of horses per athlete:	CDIYH: 2 per age category
Other CDIs: 2	

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

The OC reserves the right to invite athletes (through their respective NF) in the limit of available entries and to limit the entries in order to judge 40 horses per day and per judge. The OC reserves the right to increase or reduce the number of riders by NF and / or horses by rider in the case where nominative entries would be deficient or too numerous or according to the definitive entries. Any such changes will be immediately notified to all competitors, officials, NFs and FEI.

## **VII. ENTRIES**

- You must use the FEI Entry System for all categories of this Event:  
[https://entry.fei.org/index.php?page=PFO\\_Entries\\_NF\\_EventSearch](https://entry.fei.org/index.php?page=PFO_Entries_NF_EventSearch)
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- 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**

Definite Entries: 20 February 2022

Last date for substitutions: 25 February 2022

Entries have to be in accordance with the FEI Dressage Rules, Art. 423 and the FEI General Regulations, Art. 116.

**Entry fee per horse:**

CDICH / CDIP	€ 385 (VAT not included)
CDIJ / CDIY / CDIYH	€ 410 (VAT not included)
CDIU25 / CDI3*	€ 420 (VAT not included)

Stabling fee per horse: Included from Friday 25/02/2022 until Sunday 06/03/2022 (morning) for horses participating to both CASCAIS CDI's 2022.

Starting fee per horse (if any): N/A

**VAT:** 23%

**Total fee per horse:**

<b>CDICH / CDIP</b>	<b>€ 473,55</b>
<b>CDIJ / CDIY / CDIYH</b>	<b>€ 504,30</b>
<b>CDIU25 / CDI3*</b>	<b>€ 516,60</b>

Entries fees have to be paid until the definite entries date: 25/02/2022 by bank transfer to: **IBAN: PT50 0045 5383 40347812702 02**  
**Swift: CCCMPTPL**

Account holder name: Centro Hipico da Costa do Estoril, Lda

The evidence of payment shall be sent to: geral@centrohipicocostaestoril.com

**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 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: €350

**3.ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:**

All other 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 Organiser.

EADCMP Fee:

Included in compulsory entry fee  Not included in compulsory 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)

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Electricity (upon request):	€ 120 each CDI
Manure disposal:	€ 25
Hay:	€ 13 per bale
Straw:	€ 10 per bale
Shavings:	€ 13 per bag
Tack box***:	€ 150
Additional night:	€ 24 (N/A for horses participating to both CDI's Cascais: 25-27/02/2022 and 03-05/03/2022)
Health papers:	€ 40 per horse
Non competing horse:	€ 285 per horse; limited & under request only before 21/02/2022.
Credit card fee:	€ 5%

All aforementioned amounts are including **VAT**

VAT Number of the Organiser: PT 501322299

\*\*\* Tack boxes are limited and have to be ordered in advance. They will be made available on a first come first serve basis.

**4. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE**

DoD will be used.                       DoD will not be used.                       Not Applicable.

Athletes are required to login using their own credentials on to <http://dressagefreestyle.fei.org> to create or assign their Grand Prix Freestyle floorplan at the latest 2 hours prior to:

- the horse inspection.
- the draw of the Grand Prix (CDIs/CDIOs) / Short Grand Prix (CDI-Ws).

**VIII. TIMETABLE**

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

**The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.**

<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables</u>	Friday	25/02/2022	09:00
• <u>Horse Inspection</u>	Friday	25/02/2022	14:30
• <u>Familiarization</u>	Friday	25/02/2022	09:00-13:00 16:30 – 18:00
• <u>Declaration of Starters</u>	Not later than one (1) hour after the horse inspection.		
• <u>Draw:</u>	Friday	25/02/2022	17:00

<b>Competitions CDIP:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 4: Pony Riders Team	Saturday	26/02/2022	Not before 8:00	N/A
Competition 17: Pony Riders Individual	Sunday	27/02/2022	Not before 8:00	N/A
<b><u>Total Prize Money</u></b>				N/A
<b><u>Prizes in Kind</u></b>				Trophies/rosettes

<b>Competitions CDIC:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 5: Children Team	Saturday	26/02/2022	Not before 8:00	N/A
Competition 18: Children Individual	Sunday	27/02/2022	Not before 8:00	N/A
<b><u>Total Prize Money</u></b>				N/A
<b><u>Prizes in Kind</u></b>				Trophies/rosettes

<b>Competitions CDIJ:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 6: Juniors Team	Saturday	26/02/2022	Not before 8:00	N/A
Competition 19: Juniors Individual	Sunday	27/02/2022	Not before 8:00	N/A
<b><u>Total Prize Money</u></b>				N/A
<b><u>Prizes in Kind</u></b>				Trophies/rosettes

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<b>Competitions CDIY:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 7: Young Riders Team	Saturday	26/02/2022	Not before 8:00	N/A
Competition 15: Young Riders Individual	Sunday	27/02/2022	Not before 8:00	N/A
<b>Total Prize Money</b>				N/A
<b>Prizes in Kind</b>				Trophies/rosettes

<b>Competitions CDIU25:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 8: Intermediate II	Saturday	26/02/2022	Not before 8:00	N/A
Competition 16: Grand Prix 16-25	Sunday	27/02/2022	Not before 8:00	N/A
<b>Total Prize Money</b>				N/A
<b>Prizes in Kind</b>				Trophies/rosettes

<b>Competitions CDIYH:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 1: 5 YO Preliminary	Saturday	26/02/2022	Not before 8:00	N/A
Competition 12: 5 YO Final	Sunday	27/02/2022	Not before 8:00	N/A
Competition 2: 6 YO Preliminary	Saturday	26/02/2022	Not before 8:00	N/A
Competition 13: 6 YO Final	Sunday	27/02/2022	Not before 8:00	N/A
Competition 3: 7 YO Preliminary	Saturday	26/02/2022	Not before 8:00	N/A
Competition 14: 7 YO Final	Sunday	27/02/2022	Not before 8:00	N/A
<b>Total Prize Money</b>				N/A
<b>Prizes in Kind</b>				Trophies/rosettes

<b>Competitions CDI3*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 9: Prix St Georges	Saturday	26/02/2022	Not before 8:00	N/A
Competition 20: Intermediate I	Sunday	27/02/2022	Not before 8:00	N/A
Competition 10: Intermediate A	Saturday	26/02/2022	Not before 8:00	N/A
Competition 21: Intermediate B	Sunday	27/02/2022	Not before 8:00	N/A
Competition 11: Grand Prix	Saturday	26/02/2022	Not before 8:00	N/A
Competition 22: Grand Prix Special	Sunday	27/02/2022	Not before 8:00	N/A
<b>Total Prize Money</b>				N/A
<b>Prizes in Kind</b>				Trophies/rosettes

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

Leading athlete award -	N/A
Best foreign athlete -	N/A
Best home athlete -	N/A
Team awards -	N/A

**IX. COMPETITIONS DETAIL**

**FIRST DAY: Saturday**

**DATE: 26/02/2022**

**COMPETITION No 1**

Test: FEI Preliminary for 5-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 2**

Test: FEI Preliminary for 6-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 3**

Test: FEI Preliminary for 7-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 4**

Test: FEI Pony Riders Team  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 5**

Test: FEI Children Team  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 6**

Test: FEI Junior Team  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 7**

Test: FEI Young Rider Team  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 8**

Test: FEI Intermediate II  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 9**

Test: Prix St Georges  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 10**

Test: Intermediate A  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 11**

Test:	Grand Prix
Number of horses per athlete:	2
Open to:	All entries of this test
Draw/Art:	Ordinary draw Art. 425.2.1.a
Prize money:	None

\* \* \* \* \*

**SECOND DAY: Sunday**

**DATE: 27/02/2022**

**COMPETITION No 12**

Test: FEI Final for 5-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 13**

Test: FEI Final for 6-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 14**

Test: FEI Final for 7-year-old horses  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 15**

Test: FEI Young Rider Individual  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 16**

Test: FEI Grand Prix 16-25  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2.1.a  
Prize money: None

\* \* \* \* \*

**COMPETITION No 17**

Test: FEI Pony Riders Individual  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 18**

Test: FEI Children Individual  
Number of horses per athlete: 1  
Open to: the best 18 combinations from the Children Team  
Draw/Art: Art. 425.8  
Prize money: None

\* \* \* \* \*

**COMPETITION No 19**

Test: FEI Junior Individual  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 20**

Test: Intermediate I  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 21**

Test: Intermediate B  
Number of horses per athlete: 2  
Open to: All entries of this test  
Draw/Art: Ordinary draw Art. 425.2  
Prize money: None

\* \* \* \* \*

**COMPETITION No 22**

Test: Grand Prix Special  
Number of horses per athlete: 1  
Open to: and compulsory for the best 15 combinations from the  
Grand prix, competition 11  
Draw/Art: Ordinary draw Art. 425.4  
Prize money: None

\* \* \* \* \*

## **X. FACILITIES OFFERED**

### **1.ATHLETES**

#### **Accommodation.**

Hotel: Hotel Vila Gale Cascais

Address: Rua Frei Nicolau de Oliveira, 80, Parque da Gandarinha, 2750-641 Cascais

Telephone: +351 21 482 6000

At the expense of the Organiser  or the Athlete

#### **Meals.**

At the expense of the Organiser  or the Athlete

### **2.GROOMS**

#### **Accommodation.**

Requests for accommodation must be sent with entries.

At the expense of the Organiser  or the Athlete

#### **Meals.**

At the expense of the Organiser  or the Athlete

**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: At the Show Office

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

Total dimensions: 50 x 90 m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: Ebb & Flow (Silica sand and geotextile)

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

Total dimensions: 20 X 60 m (Competition arena - dimensions: 20 x 60 m)

Type of Footing: Ebb & Flow (Silica sand and geotextile)

### **4.STABLES**

Size of boxes: 3 m x 3 m (at least 3m x 3m)

An adequate number of stables must be at least 4m x 3m to accommodate the

larger Horses.

Stables are closed from 21:00 to 06:30
--

### **5.PAPERLESS JUDGING**

It is compulsory to have a certified software/solution in order to offer Paperless Judging at FEI Dressage Events.

Will you use a FEI Certified Paperless Judging Software/Solution to manage judging at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No  and as OC, we confirm that no Paperless Judging Software/Solution will be used.

### **6.SCORING PROVIDER/TIMING PROVIDER**

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event? (The list of Certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No

Contact person at Event:

Name: Gonçalo Queiroz

FEI ID number: 10034629

Contact email: goncalo@gqhorses.pt

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.AVERAGE SCORE/OPEN SCORING**

Average Score and Open Scoring: Yes  No

### **8.OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

Will you use other technology/service provider(s) at your Event?

No

### **9.PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize giving ceremony of each competition is 3

All prize giving ceremonies must strictly follow the **Covid-19 guidelines for Prize giving protocols and media activities.**

**10. ADVERTISING ON ATHLETES AND HORSES**

The athletes are 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 the FEI General Regulations, Art. 135.

**11. TICKETING**

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

**12. BETTING**

Betting will be authorised by the Organiser: Yes  No

**13. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by the Organiser  at \_\_\_\_\_ per km or to be paid by the Athlete

**14. 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.

**15. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  or the Athlete

If paid by the Athlete, approximate cost per round trip

Taxi  to be paid by the Organiser  or the Athlete

If paid by the Athlete, approximate cost per round trip

Other:

**16. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS**

Entry right to the stable areas according to the FEI Veterinary Regulations, Art. 1008-1009.

NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

Horse Owner: 1 two (2) accreditations per horse acc. to FEI Passport

**17. 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**

Name: Nuno Braamcamp  
Address: Avenida 25 de Julho, 1200-868 Lisboa  
Telephone: +351 213922040  
Email: [nuno.braamcamp@despachante.cdo.pt](mailto:nuno.braamcamp@despachante.cdo.pt)

Opening hours 09 - 17 h

### **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: N/A  
Quarantine period: N/A  
Specimen Import Licence applied: N/A

### **3. NATIONAL REQUIREMENTS**

Horses moved from other member States (or outside) must be accompanied by an identification Document. Directive 2009/156/EC Regulation (EC 5041 2008). Health papers are required for horses coming to Portugal. 1-Horses coming from the rest of Portugal: Transport and health certificate. 2-Horses from EU: International Transport certificate valid between EU members. 3-Horses coming from other countries: valid certificate which required any moment of import.

### **4. PONIES**

FEI Veterinary Regulations, Chapter IX and Annex 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.

### **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, Art. 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 (FEI General Regulations, Art. 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, Art. 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
<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 Veterinary Regulations. 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, Art. 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. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.

**7.4 HORSE INSPECTIONS. FEI Veterinary Regulations, Art. 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, Art. 1048-1053 and Annex VIII**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. For Endurance that includes, but is not limited to, pre-ride, during the ride and after the ride. 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 Regulations, Chapter VII**

**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, Art. 1058**

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> 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 the FEIs' Anti-doping Rules for Human Athletes (ADRHA), Art. 22.3.

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

**XIV. ADDITIONAL INFORMATION**

**1. THE FEI POLICY FOR ENHANCED COMPETITION SAFETY DURING THE  
COVID-19 PANDEMIC**

The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic ("Policy") <https://inside.fei.org/fei/covid-19/return-to-play/policy-tools> is mandatory and applies for any FEI Event taking place **as of 1 July 2020**. The Policy has been developed based on currently accepted best practices by the WHO and US Center for Disease Control (CDC) and will be continually reviewed and updated as more information becomes available. It is not intended to replace the applicable guidance and policies from domestic government and health authorities, but to supplement their recommendations with sport specific considerations.

The OC shall submit the risk assessment and mitigation plan (including name and contact details of the person in charge) to the FEI as an annex to the Event Schedule, **at the latest ten (10) working days before the event's deadline for Definite Entries.**

Events for which the FEI has not received the documented risk assessment and mitigation measures plan in accordance with Art. 2.1.g) of the Policy, **will be removed from the FEI calendar** in accordance with the FEI General Regulations, Art. 112.3.

**ASSUMPTION OF RISK / WAIVER OF LIABILITY**

In consideration of being allowed to participate in the Event and related activities, all Participants (as defined in the Policy) acknowledge, appreciate, and agree that:

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; and,
2. The Participants knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the OC or others, and assume full responsibility for their participation; and,
3. The Participants willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases. If, however, a Participant observes any unusual or significant hazard during their presence or participation, the Participant will remove themselves from participation and bring such to the attention of the nearest official immediately; and,
4. The Participants, for themselves and on behalf of their heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS THE OC AND THE FEI, their officers, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event ("RELEASEES"), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law.

The Participants confirm to have read this release of liability and assumption of risk agreement, fully understand its terms, and understand that they have given up substantial rights.

**2.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.

**2.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

**2.1.1 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.

### **2.1.2 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.

### **2.1.3 Press Equipment**

Press equipment and other items left in the Press workroom, Press lockers, the Press Tribune or anywhere on the showgrounds are left entirely at the owner's risk. The Organising Committee does not accept any responsibility for any loss or damage to such equipment or items. Members of the Press are advised not to leave any equipment or personal items unattended.

## **2.2 ATHLETES AND OWNERS**

### **2.2.1 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.

### **2.2.2 Additional Liability Information**

N/A

### **2.2.3 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.

### 3. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent, as mentioned in the FEI General Regulations, Art. 161-162: <https://inside.fei.org/content/general-regs-statutes>

### 4. DISPUTES

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

### 5. 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.

### 6. ADDITIONAL INFORMATION FROM THE ORGANISER

- All dogs must be leashed and affixed to a human or stationary object on the showground and in the stable area. Violation of this rule will incur a fine of CHF 100 per offence and, in case of repeated offence at the Event, may lead to exclusion from the Venue (Art. 109.13 General RG)
- Smoking is not allowed in the stables.

### Age of Athletes and Horses according to the Event's Category:

Event's Category	Age of Athletes	Age of Horses
<b>Grand Prix/Grand Prix Special/ Grand Prix Freestyle/ Intermediate II/Intermediate A/ Intermediate B</b>	As of 16 <sup>th</sup> year	Min 8 y.o.
<b>Prix St. Georges/Intermediate I/ Intermediate I Freestyle</b>	As of 16 <sup>th</sup> year	Min. 7 y.o.
<b>CH-Y/CDIY/CDIOY</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CH-J/CDIJ/CDIOJ</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
<b>CH-P/CDIP/CDIOP</b>	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year	Min. 6 y.o.
<b>CH-Ch/CDICh/CDIOCh</b>	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
<b>CH-U25/CDIU25/CDIOU25</b>	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year	Min. 8 y.o.
<b>CDIAm</b>	As of 26 <sup>th</sup> year	Min. 7 y.o. Medium tour Min. 8 y.o.
<b>CDIYH</b>	As of 16 <sup>th</sup> year	Min. 5 y.o. – Max. 7 y.o.
<b>CH-M-YH-D</b>	As of 16 <sup>th</sup> year	5 y.o. / 6 y.o. / 7 y.o.

**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.

**IMPORTANT**

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

The value of the 1<sup>st</sup> 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.

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

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

**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>:** 10164177  
**Name\*:** GAMBINI  
**First Name\*:** Adele  
**E-Mail\*:** geral@centrohipicocostaestoril.com  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:** 10034629  
**Name\*:** QUEIROZ  
**First Name\*:** Goncalo  
**E-Mail\*:** goncalo@gqhorses.pt  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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**FEI ID<sup>1</sup>:**  
**Name\*:**  
**First Name\*:**  
**E-Mail\*:**  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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- 1) If already have an FEI user account.
- 2) Provide you the required access to manage entries and substitutions and download entries/lists.
- 3) You are just able to consult and download the entries/lists.
- \*) Mandatory Fields

## **2. 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:  
<https://inside.fei.org/fei/your-role/it-services/results/dressage-results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto: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: <https://inside.fei.org/fei/your-role/it-services/xml-format>

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

Please note that as per the FEI Regulations, Art. 109.6: 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.