

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



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

## I. DENOMINATION OF THE EVENT:

**Event :** *CSI1\*-W/CSIYH1\** **Place:** *Baku*  
**Indoor:** ☐ **Outdoor:** ☒  
**Date:** *26-28 April 2012* **NF:** *AZE*

### HIGHER LEVEL EVENT CATEGORIES:

CSIO5*	CSI5*-W	CSIYR-A	CSI5*
CSIO4*	CSI4*-W	CSIJ-A	CSI4*
CSIO3*	CSI3*-W	CSIP	CSI3*
CSIO2*	CSI2*-W	CSIch-A	CSIYH1* <b>X</b>
CSIO1*	CSI1*-W <b>X</b>	CSIV-A	
CSIOYR		CSIAm-A	
CSIOJ		CSIU25-A	
CSIOp			
CSIOCh	Championship	Games	

## II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 22<sup>nd</sup> edition, effective 15<sup>th</sup> April 2007, updates effective 1<sup>st</sup> January 2012
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2012
- FEI Veterinary Regulations, 12<sup>th</sup> edition, effective 5<sup>th</sup> April 2010, updates effective 1<sup>st</sup> January 2012
- The Rules for Jumping Events and its Annexes, 24<sup>th</sup> edition, effective 1<sup>st</sup> January 2012
- CSI/CSIO requirements (For all CSI events in Europe and Worldwide – except for CSIO and Amateur events)  
[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPI NG/CSI%20Invitation%20System/CSI-O\\_Requirements\\_2011\\_1.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPI NG/CSI%20Invitation%20System/CSI-O_Requirements_2011_1.pdf)
- CSI requirements for North America (Canada, Mexico and USA)  
[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPI NG/CSI%20Invitation%20System/CSI-O\\_Requirements\\_NAm\\_2011\\_0.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPI NG/CSI%20Invitation%20System/CSI-O_Requirements_NAm_2011_0.pdf)
- CSI 3\*, 4\* invitation system (Europe) and 5\* invitation system (Worldwide)
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1<sup>st</sup> Edition, effective 5<sup>th</sup> April 2010, updates effective 1<sup>st</sup> January 2012
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, effective 1<sup>st</sup> January 2012
- All subsequent published revisions, the provisions of which will take precedence.
- An arbitration procedure is provided for in the FEI Statutes and General Regulations referred to above. In accordance with this procedure, any appeal against a decision rendered by the FEI or its official bodies is to be settled exclusively by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.
- It is the responsibility of NFs to ensure their participants are of the correct age.

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## **CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012**



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**THE APPENDIX (9 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE  
AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO  
OTHERS UPON REQUEST**

Approved by the FEI, Lausanne, on \_\_\_ March 2012

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

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**THE FEI CODE OF CONDUCT**

**FOR THE WELFARE OF THE HORSE**

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
2. Horses and Athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
3. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
4. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
5. **The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.**

A full copy of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English & French. The Code is also available on the FEI's website: [www.fei.org](http://www.fei.org).

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## III. GENERAL INFORMATION

### 1. ORGANISER

Name: *Equestrian Federation of Azerbaijan Republic*  
Address: *AZ1142, Babek avenue, Baku, Azerbaijan*  
Telephone: *+99412 3706008* Fax: *+99412 3706009*  
Email: *info@araf.az/bahruf.nabiyev@araf.az*  
Website: *www.araf.az*

#### Contact Details Show Ground:

Address: *Novkhani settlement, Baku, Azerbaijan* Telephone: *+99450 2009941*

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station). *Near to the Caspian Sea*

### 2. ORGANISING COMMITTEE

Honorary President: *Elchin GULIYEV*  
President of the Event: *Mahir MURADOV*  
Show Secretary: *Nigar HAJIZADE*  
Press Officer: *Fakhri MAMMADOV*

### 3. EVENT DIRECTOR

Name: *Bahruf NABIYEV*  
Address: *AZ1142, Babek avenue, Baku, Azerbaijan*  
Telephone: *+99455 2265603* Fax: *+99412 3706009*  
Email: *bahruf.nabiyev@araf.az*

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## IV. OFFICIALS

### 1. GROUND JURY :

President: Vedat KARAGULLE (TUR)  
Member: Gunseli KARAGULLE (TUR)  
Member: *Rafiq RAMAZANOV (AZE)*  
Member: *Yusif BABAYEV (AZE)*

### 2. FOREIGN JUDGE :

Name : **To be appointed by FEI**  
Email address:

### 3. FOREIGN TECHNICAL DELEGATE :

Name: (Name and nationality)  
Email:

### 4. COURSE DESIGNER

Name: Rakshan RADPOUR (IRI)  
Email address:

#### ASSISTANT COURSE DESIGNER

Name: *Bahrur NABIYEV (AZE)*  
Name: Zaur ALIYEV (AZE)

### 5. APPEAL COMMITTEE :

President: (Name and nationality)  
Email:  
Members: (Name and nationality)  
(Name and nationality)

### 6. CHIEF STEWARD :

Name: *Mustafa YOLLU (TUR)*  
Email:

### 7. ASSISTANT STEWARDS :

Name: *Aydin ALIBAYOV (AZE)*  
Name: *Samir ALIYEV (AZE)*  
Name: *Kanan ALAKBAROV (AZE)*  
Name: Khalid TAGIYEV (AZE)

### 8. FEI VETERINARY DELEGATE :

Name: *Taskin OZDEMIR (TUR)*

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

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Email:

**OR**

### **VETERINARY COMMISSION :**

President: (Name and nationality)

Foreign Veterinary Delegate: (Name and nationality)

Associate Member: (Name and nationality)

### **9. EVENT TREATING VETERINARIAN:**

Name: *Ilgar AMRAHOV (AZE)*

Address: *AZ1142, Babek avenue, Baku, Azerbaijan*

Telephone: *+99455 6427076*

### **10. MEDICAL DOCTOR/MEDICAL SERVICES:**

Name: *Mediclub Medical Center*

Address: *Azerbaijan avenue, Baku, Azerbaijan*

Telephone: *+99412 4970911*

### **11. FARRIER:**

Name: *Tofiq GASIMOV (AZE)*

Address: *Novkhani settlement, Baku, Azerbaijan*

Telephone: *+99470 2488880*

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## V. SPECIFIC TECHNICAL CONDITIONS

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

	Date	Time
• Opening of stables:	24/04/2012	12:00pm
• 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>	26/04/2012	09:00am
• 2 <sup>nd</sup> Horse Re-Inspection:	-	-
• Declaration of Starters:	26/04/2012	11:00am
• 1 <sup>st</sup> CSIYH1*	26/04/2012	12:00pm
• 2 <sup>nd</sup> CSI1*-W	26/04/2012	15:00pm
• 3 <sup>rd</sup> CSIYH1*	27/04/2012	12:00pm
• 4 <sup>th</sup> CSI1*-W	27/04/2012	15:00pm
• 5 <sup>th</sup> CSI1*-W ( <b>RR</b> )	28/04/2012	12:00pm
• 6 <sup>th</sup> (Competitions No)		
• 7 <sup>th</sup> (Competitions No)		
• 8 <sup>th</sup> (Competitions No)		
• 9 <sup>th</sup> (Competitions No)		
• Etc.(Competitions No)		

### 2. VENUE :

The event will take place: ☐ indoors ☒ outdoors

### 3. COMPETITION ARENA :

Dimensions: 50x90 meters

Type of Footing: sand

### 4. PRACTICE ARENA :

Dimensions: 24x72 meters

Type of Footing: sand (both)

### 5. STABLES :

Size of boxes 4 m x 6 m

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

### 6. DRAW:

Explanation of the Draw with time, date and location:

10:30am, 26/04/2012, Sarhadchi Equestrian Center, Show Office

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## VI. INVITATIONS

Number of NFs invited: 27 Albania, Belarus, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Hungary, Israel, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Macedonia, Moldova, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Turkey, Turkmenistan, Ukraine, Uzbekistan + Azerbaijan

NFs invited:	14
Reserve NFs:	0
Total number of athletes:	48
Number of home athletes:	20
Number of foreign athletes:	28
Number of athletes per NF:	4
Number of horses per athlete:	3
Number of young horses per athlete:	2
Number of Teams:	
Number of athletes per team:	
Number of Individual athletes per NF, if applicable:	
OC Wild Cards:	
FEI Wild Cards:	

The Rolex Rankings number , established three months prior to this event, will be used for the invitation of athletes.

Summary of Invitation system for	CSI 4*	CSI 3*
1) <b>Invite athletes at top of the Rolex Rankings up to n°25</b> <i>(must be invited in descending order from the first position of the RR, max. 5 athletes per foreign NF)</i>		<b>n°15</b>
2) <b>Remaining Home Athletes</b> <i>(total number of home athletes (sect. 1 + 2) must represent between 35% and 50% of the total number of invited athletes)</i>	<b>open to ranked or unranked athletes</b>	
3) <b>Remaining Foreign Athletes</b> <i>(exact number in this sect. depends on foreign athletes in sect. 1) (min. 7 foreign NFs in Sect. 1 &amp; 3)</i>	<b>50%</b> within top 300; <b>50%</b> open (ranked or unranked athletes)	<b>50%</b> within top 600; <b>50%</b> open (ranked or unranked athletes)
4) <b>O.C. Invitations</b> (within top 600)	<b>15% max</b>	<b>20% max</b>
5) <b>FEI Invitations</b>	<b>2</b>	<b>2</b>
<b>For more details, please consult Appendix to this Schedule (p.5)</b>		<b>RR = Rolex Rankings</b>

The Rolex Rankings number , established two months prior to this event, will be used for the invitation of athletes.

Summary of Invitation system for	CSI 5*
1) <b>Compulsory Invitations</b> <i>(must be invited in descending order from the first position of the RR, min. 10 foreign NFs must be invited with at least 2 athletes each)</i>	<b>70%</b>
2) <b>OC invitations</b> <i>(open to ranked or unranked athletes)</i>	<b>30%</b>
3) <b>FEI Invitations</b> <i>(any position on RR)</i>	<b>1 foreign athletes</b>
<b>For more details, please consult Appendix to this Schedule (p.6)</b>	
<b>RR = Rolex Rankings</b>	



## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



Athletes are invited by the Organising Committee through their NF.

One groom per athlete.

### VII. ENTRIES

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

**IMPORTANT - Entry forms must include the following information on:**

**Horse/Pony:** • name • date of birth • breed • country of birth • stud-book initials

• (FEI) Passport number/FEI ID • colour • sex • name(s) of owner(s)

**Athlete:** • name • gender • date of birth • FEI ID number

Entries in Principle:

Nominated Entries:

Definite Entries: *22 April 2012*

Last date for substitutions: *23 April 2012*

Entry fee per horse: *350 EURO*

For the Max. Entry fee please refer to the CSI/CSIO requirements on Annex I

[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O\\_Requirements\\_2011\\_1.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O_Requirements_2011_1.pdf) or

[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O\\_Requirements\\_NAm\\_2011\\_0.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O_Requirements_NAm_2011_0.pdf)

Stabling fee per horse:

**Total fee per horse:**

MCP Fee: Nil ☒ CHF 12.50 ☐

Entries have to be sent to: *info@araf.az*

### NO-SHOWS/LATE WITHDRAWALS:

**"NB: Withdrawals or no-shows after the date of definite entries 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. The amount to be charged will be 100 EURO per horse"**

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



Event's Category	Age of Athletes	Age of Horses
Olympic Games/WEG	As of 18 <sup>th</sup> year	Min 9 y.o.
Continental Championships Senior	As of 18 <sup>th</sup> year	Min 8 y.o.
Regional Championships/Games (all regions except Latin America)	As of 18 <sup>th</sup> year	Min 8 y.o.
Regional Championships/Games in Latin America	Please refer to JRs, Annex IX, Art. 6.1	Please refer to JRs, Art. 254.1.1
W-Final	As of 18 <sup>th</sup> year	Min. 8 y.o.
CSI03*-5*	As of 18 <sup>th</sup> year	Min. 7 y.o.
CSI02*	As of 18 <sup>th</sup> year	Please refer to JRs, Art. 254.1.1
CSI01*	As of 18 <sup>th</sup> year	Min. 6 y.o.
CSI3*-CSI5*	As per JRs, Art. 255	Min. 7 y.o.
CSI2*	As per JRs, Art. 255	Min. 6 y.o.
CSI1*	As per JRs, Art. 255	Min. 6 y.o.
CH-Y	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
CSI/CSI0-Y	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 6 y.o.
CH-J	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 7 y.o.
CSI/CSI0-J	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
CSI/CSI0-Ch/CH-Ch	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
CSI/CSI0P/CH-P	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year	Min. 6 y.o.
CSIU-25	As of 14 <sup>th</sup> year to end 25 <sup>th</sup> year (JRs, Art. 255)	Min. 7 y.o.
CSIV	As of 45 <sup>th</sup> year for women and 49 <sup>th</sup> for men	Min. 6 y.o.
CSIAm	As per Rules for Amateurs	As per Rules for Amateurs
CSIYH	As of 18 <sup>th</sup> year	Min. 6 y.o. – Max. 8 y.o.
CH-M-YH-S	As of 18 <sup>th</sup> year or 16 y.o. for athletes qualified with the same horse	5 y.o. / 6 y.o. / 7 y.o.

## ADDITIONAL FEES/CHARGES BY OC:

Electricity (upon request)  
Manure disposal  
Hay  
Straw  
Shavings  
Other (please specify)

## VIII. FACILITIES OFFERED

### 1. ATHLETES

Hotel: *Modern Hotel near Caspian Sea, Address: Goradil sett. Baku, Azerbaijan, Telephone: +99455 6868681*

Accommodated (bed and breakfast) from 25/04/2012 to 29/04/2012 at OC ☐ Athletes ☒ expense

Meals: at the expense of OC ☐ Athletes ☒ from 25/04/2012 to 29/04/2012. (at hotel).

### 2. GROOMS

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of OC ☐ Athletes ☒ from 24/04/2012 to 29/04/2012.

Meals: at OC ☐ Athletes ☒ expense from 24/04/2012 to 29/04/2012 (at hotel).

### 3. HORSES

Transport expenses to be paid by:

The OC ☐ at \_\_\_\_\_ per km.

The Athlete ☐.

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For events in Europe, stabling is free of charge.

Outside Europe, stabling to be paid by OC ☐ or Athlete ☒ at \_\_\_\_\_ per stable.

The OC may charge a manure disposal fee of max. EUR 40.-/horse/event.

#### 4. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

*Local transport running from the hotel to the showground and back according to a preliminary fixed schedule will be made available free of charge for the officials and the athletes during the competition.*

#### 5. WELCOME

The time and date of arrival of athletes and horses and their means of transport must be given to the OC in order to assist them on arrival. 22/04/2012

### IX. ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES:

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

### X. ADDITIONAL INFORMATION

#### 1. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

- |                            |                               |
|----------------------------|-------------------------------|
| A. 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) |

#### B. PRIZE - CLASSIFICATION

*The prize winners in every competition will be awarded with cups, Diplomas and prize money.*

#### 2. PRIZE GIVING CEREMONY

The owner of the winning horse *is* invited to the prize giving ceremony for the Grand Prix. The number of athletes required to present themselves for the prize-giving ceremony of each competition is 5.

#### 3. INSURANCES

*YES*

**All owners and athletes are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out third-party insurance providing full coverage for participation in equestrian events at home and abroad, and to keep the policy up to date.**

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## 4. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Coaches and athletes + FEI Officials, Team Vets, Horses' Owners, Grooms

## 5. SAFETY CUPS

Name of Manufacturer: *Olaf-Petersen. GmbH*

## 6. TIMING DEVICE

Name of Manufacturer: Alge Model: TDC 8001 FEI Report number:

## 7. PROTESTS/APPEALS

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

## 8. EVENT'S ORGANISATION

In exceptional circumstances, together with the approval of Chefs d'Equipe and Ground Jury the OC reserves the right to modify the schedule in order to clarify any matter or matters arising from an omission or due to unforeseen circumstances. Unforeseen circumstances do not include situations arising as a results of the OC altering the approved Schedule without FEI's authorisation. Any such changes must be notified to all competitors and officials as soon as possible and they must be reported to the FEI Secretary General by the Foreign Judge.

## 9. SCHOOLING DURING COMPETITIONS

Riders wishing to school during speed competitions (Table A and Table C) must inform the OC before these competitions begin. These riders will start first in these competitions.

## 10. DISPUTES

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

## 11. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results to be sent in immediately after the conclusion of the event.

Results are to be sent by e-mail to [marysa.zourel@fei.org](mailto:marysa.zourel@fei.org) or [philippe.maynier@fei.org](mailto:philippe.maynier@fei.org) , in the proper Excel or "XML" file immediately after the event. Please refer to compulsory format for CSIs/CSIOs/Championships and Games; the file can be downloaded using the following link:

<http://www.fei.org/disciplines/officials-organisers/organisers/jumping/results-forms>

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

## 12. BETTING

Betting *will* take place at this event.

# XI. VETERINARY MATTERS

## 1. CUSTOMS FORMALITIES

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



Address: *The Organizing Committee will help all riders to fulfill customs formalities*

Telephone: +99412 3706008 Fax: +99412 3706009

Email: [info@araf.az](mailto:info@araf.az)/bahrz.nabiyev@araf.az

### 2. HEALTH REQUIREMENTS FOR THE ENTRY OF HORSES

### 3. PASSPORTS

VETERINARY REGULATIONS, 12<sup>th</sup> Edition, effective 5<sup>th</sup> April 2010, updates effective 1<sup>st</sup> January 2011 (see website [www.fei.org](http://www.fei.org))

#### VETERINARY EXAMINATIONS, HORSE INSPECTIONS & PASSPORT CONTROLS

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

**"General Regulations", 23<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2012 will apply:**

#### 3.1 Art. 137.1

Every horse entered for any competition at CNs or CIMs (see Appendix E) in a country other than the country of the Horse's nationality and all Horses entered for other CIs, CIOs, FEI Championships, Regional, Olympic Games and Paralympic Games, whether at home or away from the country of its nationality (see GRs 139.2), must have an official, valid FEI passport, or a national passport approved by the FEI and accompanied by an FEI Recognition Card and, when applicable, an FEI registration number, as a means of identification and to establish ownership. In the case of horses permanently resident in a member state of the European Union, all horses must have an acceptable National EU approved passport in compliance with regulation (EC) No 504/2008, to which an FEI recognition is applied. The exception to the latter being the possession of AM FEI passport which has been continually revalidated without any interruption.

Event's Category	FEI Passport and or Recognition Card
National Events	Not compulsory
CSI1*-2*/J-B/Y-B/Ch-B/U25-B/V-B/Am-B/P/Ch-A	Not compulsory for Horses from the host Nation – Compulsory for Horses from the invited Nations
CSI3*-5*/CSIOs/J-A/Y-A/V-A/U25-A/Am-A	Compulsory
All Championships/Games	Compulsory
CSI1*-5*-W	Compulsory

#### 3.2 Art. 137.2

Horses taking part in CNs and CIMs (see Appendix E) and in CSIP and CSIch-A in their country of nationality are not required to have such a passport as is mentioned in paragraph 1. All such horses must be properly registered with the FEI and identifiable and, unless there is no national requirement for equine influenza vaccination in the host country and in the country of origin all horses must have a valid vaccination certificate. All horses permanently resident within a member state of the European Union, must have as minimum a suitable national EU approved passport in compliance with regulation (EC) No 504/2008.

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- 3.3** All FEI and/or national passports must include the full name, address and signature of the Owner as registered by the NF. The description of the Horse and the diagram must be accurately completed in order to be acceptable and the FEI and/or national passport, must include a record of all vaccinations and medication control tests. Whenever the name of a Horse with an FEI and/or national passport is changed, or any pertinent changes are made to an FEI and/or National Passport, the NF must notify the FEI.
- 3.4** NFs are responsible for issuing FEI passports and FEI Recognition Card for all Horses required to have them and for ensuring that the FEI and/or national passports are correctly completed, as specified in the VRs, prior to being authenticated by the stamp of the NF and the signature of an Official of the NF. IN ALL CASES NFs MUST BE CONTENT THAT THE DESCRIPTION OF THE HORSE MUST BE ACCURATELY COMPLETED TO A SUITABLE STANDARD. NFs must provide the identification page to the FEI for registration. The Person Responsible for a Horse at an Event is responsible for the accuracy of the FEI and/or national passport and for presenting it at the passport control, except for Events with borrowed Horses (Article 111) where it is the responsibility of the host NF
- 3.4.1** As of 1 January 2010 the FEI does not issue passports for horses which are statutory subject to the European Union identification requirements laid down in Commission Regulation (EC)No 504/2008. Art. 1010 and Annex XVII, VRs apply to EU Horses documentation procedures. THE EXCEPTION BEING THE REVALIDATION OF AN FEI PASSPORT THAT HAS BEEN CONTINUOUSLY REVALIDATED WITHOUT INTERRUPTION.
- 3.5** A Horse may only have one FEI passport or one national passport with an FEI Recognition Card as per paragraph 1 of this Article and one permanent FEI number. If an NF is satisfied that an FEI and/or national passport has been lost or if any section of the FEI and/or national passport is full, it may issue an FEI and/or national passport clearly marked "duplicate" and bearing the same number as the original FEI passport. The issue of a duplicate FEI and/or national passport must be reported to the FEI (see VRs). General Regulations, 23rd edition, 1 January 2009, updates effective 1 January 2011 39
- 3.6** OCs must arrange for each Horse to be positively identified at the passport control during the examination on arrival, in accordance with the VRs. Any case of misleading or inaccurate information in an FEI and/or national passport, or if the Horse cannot be positively identified, must be reported to the President of the Appeal Committee, who must report the case to the FEI, giving the number of the FEI and/or national passport with the FEI Recognition Card and the name of the Horse.
- 3.7** All Horses taking part in FEI Events must be registered with the FEI.

## **4. EQUINE INFLUENZA VACCINATION, VET. REGS. ANNEX VI** (except events taking place in NZL & AUS)

From 1 January 2005 onwards, influenza vaccination for all Horses competing in FEI competitions requires a vaccination within six months + 21 days of the competition.

- 4.1.** All Horses intending to participate in FEI competition must have at least received an initial primary course of two vaccinations, given between 21 and 92 days apart. Thereafter, a third dose (referred to as the first booster) must be given within 7 months after the date of administration of the second primary dose, with at least annual boosters given subsequently (i.e. within one year of the last dose).

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



- 4.2. If the Horse is scheduled to take part in an FEI competition, the last booster must have been given within 6 months + 21 days of arrival at the FEI Event. (The 21-day window has been provided to enable vaccination requirements to fit in with the competition schedule).
- 4.3. No vaccination shall be given within 7 days of the day of arrival at the FEI Event.
- 4.4. All Horses that were certified as correctly vaccinated under the previous FEI equine influenza vaccination rule prior to 1st January 2005, do not need to start a primary course again provided that they have complied with the previous rule of primary course and annual re- vaccinations and the new rule of a booster vaccination within 6months + 21 days of the day of arrival at the FEI Event.

### **MEDICATION CONTROL PROGRAMME (GROUP I & II ONLY)**

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

### **SAMPLING FOR PROHIBITED SUBSTANCES (Vet. Regs. Chapter V & VI and Annex III)**

Regular sampling is carried out in CCI3\* and CCI4\*, CSIs (3\*, 4\*, 5\*), CIOs, World Cup Qualifiers and Cup Finals, Championships and Games, whereas at other CIs sampling is recommended. Where testing takes place, the number of Horses tested is at the discretion of the Testing Veterinarian/Veterinary Delegate. At CCI3\* and CCI4\*, CSIs (3\*, 4\*, 5\*), CIOs, World Cup Qualifiers and Cup Finals, Championships and Games it is recommended that a minimum of 5% of all Horses (with a minimum of 3 Horses tested) must be sampled (see also VRs Art. 1016.5.).

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

<http://www.fei.org/veterinary/vaccinations-and-health-requirements>

## **5. MEDICATION CONTROL LABORATORY**

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

## **6. VETERINARY TREATMENT AND DESIGNATED TREATMENT AREAS AT FEI EVENTS:**

The 2010 FEI Veterinary Regulations include changes in the approach to the procedure for permitting treatments at FEI events, and introduces a requirement that such treatments must take place in designated treatments areas. Designated treatment areas allocated only for this purpose must be provided at events, but certain treatments as specified below may take place elsewhere by agreement with FEI Veterinary Officials (FEI Veterinary Delegates or members of the FEI Veterinary Commission) i.e. in own stables. These changes also reflect the new approach to the FEI List of Equine Prohibited Substances since 5<sup>th</sup> April 2010 which now contains an exact list of substances that are prohibited under FEI rules. See:

[www.feicleansport.org](http://www.feicleansport.org).

Permission to undertake treatments and the location where they take place, is under the control and the authority of the FEI Veterinary Officials present. The following documentation must be completed when permission to treat is required.

**Equine Therapeutic Use Exemption (ETUE) Form 1 - Authorization for Emergency Treatment (i.e. involving medication containing Prohibited Substances).** This is issued by a FEI Veterinary Official and must also be countersigned by the Ground Jury.

- Treatment generally must take place in allocated designated treatment areas for this purpose unless by special agreement with FEI Veterinary Officials. The only exception to this is a clear emergency, when a retrospective ETUE may be considered, but may not be authorized in all cases

**Equine Therapeutic Use Exemption (ETUE) Form 2 - Declaration for administration of altrenogest to mares competing in FEI competitions.** This must be submitted before the start of the event. No Ground Jury countersignature is needed.

- Treatment may take place in own stables

**Medication Form 3 - Authorization for the use of Medication not on the list of Prohibited Substances (i.e. rehydration fluids and antibiotics).**

For permission to administer these substances by injection, naso-gastric tube or nebulisation



## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



(i.e. with saline only) it is necessary to complete Medication Form 3. For other administration methods of such substances not on the Prohibited Substances list i.e. in an oral form, this form is not required. The form does not need to be countersigned by the President of the Ground Jury.

- Treatment may be required in the designated treatment areas, but in the case of some treatments i.e. intravenous fluids, or lack of sufficient treatment areas agreement may be made for this to be undertaken in own stables
- Agreed treatment areas are required for the supervised activities of Physical Therapists, but such areas for this activity may be the horses own stable.

An agreed treatment area and supervision is not required for simple treatments such as "Ice", water, cold laser, "magnetic therapies", "heated blankets" etc.

Supervision of all such treatments by FEI Officials may take place directly or by requesting to see a copy of the relevant authorization. No treatments may take place without coming under such control and authority except in the case of a clear emergency, when a retrospective authority may be considered, but may not be issued in all cases.

### Notes to Organising Committees

FEI Veterinary delegates are to work with Organizing Committees in advance to ensure that treatment areas are available and fit for purpose. They are also to ensure that stewards are aware of the simple guidance above with regard to when treatments areas and permission forms are required and are not.

Organizing Committees are to also ensure that there are adequately trained stewards who liaise fully with FEI Veterinary Officials to assist with the supervision of treatment areas in order to meet the above criteria. If such stewards are not available the FEI Veterinary officials are to designate individuals that can fulfill such a role. The organizing committee is also responsible for making sure the veterinary officials have an office space with a copy machine close to the FEI stables available to them so as to facilitate the required paperwork process. The FEI Veterinary Delegate is required to make only ETUE 1 available to the Ground Jury. ETUE 1, ETUE 2 and MF 3 are required to be kept by the FEI Veterinary Delegate and referenced in their report to the FEI.

### Further Queries on this Information Note

If you have any further questions please check:

<http://www.fei.org/Veterinary/veterinary-updates>

Please feel free to contact [dominique.rochat@fei.org](mailto:dominique.rochat@fei.org) or [veterinary@fei.org](mailto:veterinary@fei.org) for further information. Tel 0041213104747

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



### COMPETITIONS

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

**TOTAL AMOUNT OF PRIZE MONEY :**

9,500 EURO

+ value of prizes in kind (if applicable)

	Name of Class	Amount (Currency)
Competition No 1	CSIYH1*Young horses: Against the clock	500 EURO
Competition No 2	Big Tour: Against the clock	1,000 EURO
Competition No 3	CSIYH1*Young horses: With one jump-off	1,500 EURO
Competition No 4	Big Tour: Top Score Comp	1,000 EURO
Competition No 5	MURAD CUP-Grand Prix	5,500 EURO <b>RR</b>
Competition No 6		

### **DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS PRIZE MONEY**

**Full details of any deductions from prize money must be outlined in the schedule. This includes government taxes. If it is necessary for OCs to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted. From all prizemoney the TAX will be paid by riders.**

Maximum Number of starters per competition: 100. Please refer to the CSI/CSIO requirements:

[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O\\_Requirements\\_2011\\_1.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O_Requirements_2011_1.pdf) or

[http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O\\_Requirements\\_NAm\\_2011\\_0.pdf](http://www.fei.org/sites/default/files/file/OFFICIALS%20%26%20ORGANISERS/ORGANISERS/JUMPING/CSI%20Invitation%20System/CSI-O_Requirements_NAm_2011_0.pdf)

### **IMPORTANT**

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

For details of the Breakdown for each competition please refer to the tables at the end of this document; the OC must specify which of the two tables will be used. The total prize money for the competition must be distributed among the first 12 placed athletes. The OC must provide additional created prizes for athletes placed beyond 12<sup>th</sup> place. The minimum amount for each of these additional prizes, for athletes placed from 13<sup>th</sup> to last place, must be clearly specified in the approved schedule.

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



**FIRST DAY : Friday**

**DATE (dd/mm/yy) : 26/04/2012**

**COMPETITION No 1** 12:00pm

**Art. 238.2.1**

CSIYH1\* *Young Horses* (6-7 year old)

Jump-off (if any) *No*  
Speed/Fixed time *350 m/min*  
Obstacles height: max *120cm*  
Number of horses per athlete *2*  
Maximum number of Starters: *100*  
Total prize money: *500 EURO*  
Chart to be used: *1 (25% to winner)* ☐  
*2 (33% to winner)* ☒

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : *20 EURO*

\* \* \* \* \*

**COMPETITION No 2** 15:00pm

**Art. 238.2.1**

*Big Tour (Welcome Competition)*

Jump-off (if any) *No*  
Speed/Fixed time *350 m/min*  
Obstacles height: max *130cm*  
Number of horses per athlete *3*  
Maximum number of Starters: *100*  
  
Total prize money: *1000 EURO*  
Chart to be used: *1 (25% to winner)* ☐  
*2 (33% to winner)* ☒

Please specify prize money amount for athlete placed beyond 13<sup>th</sup> : *20 EURO*

\* \* \* \* \*

**SECOND DAY : Saturday**

**DATE (dd/mm/yy) : 27/04/2012**

**COMPETITION No 3** 12:00pm

**Art. 238.2.2**

CSIYH1\* *Young Horses* (6-7 year old)

Jump-off (if any) *Yes*  
Speed/Fixed time *350 m/min*  
Obstacles height: max *125cm*  
Number of horses per athlete *2*  
Maximum number of Starters: *100*

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

Total prize money: 1,500 EURO  
 Chart to be used: 1 (25% to winner) ☐  
 2 (33% to winner) ☒  
 Please specify prize money amount for athlete placed beyond 13<sup>th</sup> : 20 EURO

\*\*\*\*\*

### **COMPETITION No 4** 15:00

#### **Art. 270.12.1**

*Big Tour* (Top Score Competition)

Jump-off (if any) No  
 Speed/Fixed time 350 m/min  
 Obstacles height: max 135 cm  
 Number of horses per athlete 3  
 Maximum number of Starters: 100  
 Total prize money: 1,000 EURO  
 Chart to be used: 1 (25% to winner) ☐  
 2 (33% to winner) ☒  
 Please specify prize money amount for athlete placed beyond 13<sup>th</sup> : 20 EURO

\*\*\*\*\*

### **THIRD DAY : Sunday**

**DATE** (dd/mm/yy) : **28/04/2012**

### **COMPETITION No 5** 15:00

#### **Art. 238.2.2**

**Grand-Prix FEI World Cup™ Competition**

**Murad Cup RR**

Jump-off (if any) Yes  
 Speed/Fixed time 350 m/min  
 Obstacles height: min 140 cm - max 160 cm  
 Number of horses per athlete 1  
 Maximum number of Starters:  
 Total prize money: 5,500 EURO  
 Chart to be used: 1 (25% to winner) ☐  
 2 (33% to winner) ☒  
 Please specify prize money amount for athlete placed beyond 13<sup>th</sup> : 200 EURO

\*\*\*\*\*

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



\* \* \* \* \*

## Standardised prize money distribution

**Chart 1:** Prize money distribution with **25%** of prize money offered to the winner

N° of starters	up to 11	12-48	over 48
N° of prizes	Same as the number of starters who finish the competition	12	more than 12
Prize money	40'000.-	40'000.-	40'000.-
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to the 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.  See examples below*.	%	%
2		25	25
3		20	20
4		15	15
5		10	10
6		7	7
7		5,5	5,5
8		4	4
9		3	3
10		3	3
11		2,5	2,5
12		2,5	2,5
total	n/a 40'000	100 40'000.-	100 40'000.-
*Examples:		OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
<b>5 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (7%). The prize for 6 <sup>th</sup> (5.5%) is then given to the winner, the prize for 7 <sup>th</sup> (4%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (3%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (3%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2.5%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (2.5%) is then given to the 1 <sup>st</sup> place athlete and the prize for 12 <sup>th</sup> (2.5%) is given to the 2 <sup>nd</sup> placed athlete.			
<b>10 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and 11 <sup>th</sup> (2.5%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.			

**Chart 2:** Prize money distribution with **33%** of prize money offered to the winner

N° of starters	up to 11	12-48	over 48
N° of prizes	Same as the number of starters who finish the competition	12	more than 12
Prize money	40'000	40'000.-	40'000.-
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed.  See examples below*.	%	%
2		33	33
3		20	20
4		15	15
5		10	10
6		6	6
7		4,5	4,5
8		3	3
9		2,5	2,5
10		2	2
11		2	2
12		1	1
total	n/a 40'000	100 40'000	100 40'000
*Examples:		OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
<b>5 athletes:</b> winner gets the prize for 1 <sup>st</sup> (33%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (6%). The prize for 6 <sup>th</sup> (4.5%) is then given to the winner, the prize for 7 <sup>th</sup> (3%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (2.5%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (2%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (1%) is then given to the 1 <sup>st</sup> placed athlete and the prize for 12 <sup>th</sup> (1%) is given to the 2 <sup>nd</sup> placed athlete.			
<b>10 athletes:</b> winner gets prize for 1 <sup>st</sup> (33%) and 11 <sup>th</sup> (1%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (1%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.			

updated 17 October 2011

## **CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012**

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**THE APPENDIX (9 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE  
DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**