

This document contains:

- 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 in consideration of the Covid-19 situation 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 and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies.

I. DENOMINATION OF THE EVENT

Venue: Herdade da Mitra – Évora
Date: 16 December - **2023**
NF: POR

Status:

CEI1* 100 km

CEN 80 km

CEN 60 km

CEN 40 km

II. GENERAL CONDITIONS

This event is organised in accordance with:

- Covid-19 plan: in accordance with the local law and policies, no specific measures apply at the event in relation with Covid-19.
- FEI Statutes 24th edition, effective 17 November 2021.
- FEI General Regulations, 24th edition, 1st January 2020, updates effective 1st January 2023.
- FEI Veterinary Regulations, 15th edition, effective 1st January 2023.
- FEI Endurance Rules (11th edition, effective 1st July 2020, including updates 1st January 2023)
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3rd Edition, effective 1st January 2021.
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1st January 2021.
- All subsequent published revisions, the provisions of which will take precedence.
- *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 in consideration of the Covid-19 situation 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 and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies.*

Approved by the FEI, Lausanne, on 20/11/2023 **updated on 08/12/2024**



Signature : _____

Christina Abu-Dayyeh
FEI Director Endurance

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IV. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE

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

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

A full copy of this Code can be obtained from the:

Fédération Equestre Internationale
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: inside.fei.org.

V. GENERAL INFORMATION

1. Organiser

Name: AREP – ASSOCIAÇÃO DE RESISTÊNCIA EQUESTRE PORTUGUESA
Address: Quinta de S.Bráz Calçadinha, Elvas
Telephone: +351 967172306
Email: arep_endurance@outlook.pt

Accessibility Details of the Show Ground:

Address: Herdade da Mitra- Valverde - Nossa Senhora da Tourega, 7000-083 Évora
Telephone: +351 966680922
GPS Coordinates 38.554003, -8.037997
Accessibility details (directions by road, nearest airport / train station):
Googlemaps: <https://goo.gl/maps/f1WR2e4Tz1FZgpYC6>

2. Organising Committee

Honorary President: Paulo Duque da Fonseca
President of the Event: Filipe Rodrigues
Show Secretary: Bruno Rentes
Press Officer: n/a

3. Event Director

Name: Filipe Fialho
Address: Rua Bartolomeu Dias, 71, 7000-847 Évora
Mobile Phone : +351 966680922
Email : fialhofilipe@hotmail.com

VI. OFFICIALS

The NF confirms that all officials listed are in compliance with the FEI Officials' Code of Conduct

Event : - Date 16/12/2023

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
							<i>*compulsory</i>
1	Ground Jury	Ground Jury President *	10049734	José Miguel Mexia de Almeida	POR	3	mexiadealmeida@gmail.com
		Ground Jury Member	10260599	Francisco Nascimento	POR	2	fnascimento69@gmail.com
		Ground Jury Member	10119087	Paulo Jorge Gomes Lanternas	POR	1	Lanter58@gmail.com
		Ground Jury Member	○○○	○○○	○○○	○○○	○○○
2	Foreign Judge	Foreign Judge	○○○	○○○	○○○	○○○	○○○
3	Technical Delegate	Technical Delegate *	10049734	José Miguel Mexia de Almeida	POR	3	mexiadealmeida@gmail.com
4	Chief Steward	Chief Steward *	10042467	Miguel Pinheiro	POR	3	gouveiapinheiro@gmail.com
5	Stewards	Steward	10018087	João Mexia de Almeida	POR	NAT	teresaquesada@gmail.com
		Steward	○○○	○○○	○○○	○○○	○○○
6	FEI Foreign Veterinary	Foreign Veterinary Delegate	○○○	○○○	○○○	○○○	○○○
	FEI Veterinary Delegate or Veterinary Commission	Veterinary Commission President*	10084073	João Pedro Candeias	POR	3	Jpcrc.sousel@gmail.com
		Veterinary Commission Member	10087309	Filipa Joglar	POR	2	filipa.joglar@gmail.com
		Veterinary Commission Member	10054267	António Vaz Freire	POR	2	antoniovazfreire@hotmail.com
Veterinary Commission Member	10064865	Tomé Fino	POR	3	tome.fino.vet@gmail.com		
7	Treating Veterinarians Veterinary Service Manager (VSM)	Treating Veterinarian President *	10093084	Miguel Pereda	ESP	3	mikympsvet@gmail.com
		Endurance Veterinary Treatment Member	○○○	○○○	○○○	○○○	○○○
		Endurance Veterinary Treatment Member	○○○	○○○	○○○	○○○	○○○
		Endurance Veterinary Treatment Member	○○○	○○○	○○○	○○○	○○○
		24 Hours Veterinary Service Manager (VSM)	10093084	Miguel Pereda	ESP	3	mikympsvet@gmail.com
8	Medical Doctor / Medical Services	Medical Doctor *		Bombeiros voluntários de Évora	POR	NAT	+351 266 702 122
9	Farrier	Farrier *		Patricio Quaresma	POR	NAT	+351 926 985 293

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

VII. INVITATIONS

1. General

a) Championships & CEIOs

Please refer to Art. 843.2 of the FEI Endurance Rules

b) CEIs

Countries invited (name)	All
Number of competitors per country	Unlimited
Number of horses per competitor (max 2.)	2

2. Eligibility of Athletes/Horse age in FEI Endurance Events:

Event Category	Age of Athletes Art. 826 End. Rules	Age of Horses Art. 827 End. Rules	Age of Trainer Art. 826 End. Rules
3* Championships and CEIO 3* (160 km)	From the year they reach the age of fourteen (14)	Min 9 years old	Min. 18 years old
2* Senior Championships and CEIO 2* (120-139 km)		Min 8 years old	
2* Junior/Young Rider Championships (120-139 km)	From the year they reach the age of fourteen (14) until the end of the year they reach the age of twenty one (21) <small>(as per Appendix A – Definitions of the FEI General Regulations)</small>	Min 8 years old	
1* Senior Championships and CEIO 1* (100-119 km)	From the year they reach the age of fourteen (14)	Min 7 years old	
Young Horses Championships		Min. 8 years old	
CEI 3* and CEIYJ 3*	From the year they reach the age of fourteen (14)	Min 8 years old	Min. 18 years old
CEI 2* and CEIYJ 2*		Min 7 years old	
CEI 1* and CEIYJ1*		Min 6 years old	

Article 124 (GRs) - Young Riders, Juniors, Pony Riders, Children and Veterans

- Athletes of the appropriate age may take part in FEI Competitions and FEI Championships of more than one (1) Category for Young Riders, Juniors and Pony Riders, but in each Discipline only in one (1) of these FEI Championships in any one (1) calendar year.
- Athletes may take part in FEI Senior Competitions and Championships from the beginning of the year they reach the age of 18 (eighteen) but they may only take part either in a Junior or a Young Rider or a FEI Championship for Seniors in the same Discipline in any calendar year. Further exceptions regarding age limits are set forth in the Sport Rules of the relevant Disciplines.

VIII. TIMETABLE – CEI

(to be filled for each Event, please add rows if necessary)

• *Horses arrival at the venue:	Date: 16-12-2023 Time: 06:30
• Opening of stables:	No Stables available
• Veterinary Examination:	Upon arrival
• First Veterinary Inspection:	Date: 16-12-2023 Time: 06:30/07:30
• Final Veterinary Inspection:	Within 20mn after arrival
• Best Condition Award:	Date: there is no Time: there is no
• Pre-Ride Briefing	Date: 16-12-2023 Time: 07:50 Place: venue

**Annex 5 (4) - To ensure that Horses have adequate rest between travel and Competition, and to ensure adequate veterinary supervision before and after a ride, at all CEI 2*, CEI 3*, and Championships, subject to the discretion of the Veterinary Commission, all competing Horses must remain in the stable area at the Event under veterinary supervision (by the President of the Veterinary Commission, the Foreign Veterinary Delegate, a member of the Veterinary Commission, and/or a Treating Veterinarian) for (i) a minimum of eight hours before the First (Pre-Ride) Inspection for CEI 2* and CEI 3* (subject to published closing times for the stables), and (ii) a minimum of eight hours after the scheduled finish for the Competition.*

TIMETABLE – CEN

(if applicable) **For the sake of biosecurity, **do not** stable national Horses with FEI Horses)*

• Opening of stables:	No stable
• Veterinary Examination:	Upon arrival
• First Veterinary Inspection:	Date: 16-12-2023 Time: 06:30
• Final Veterinary Inspection:	Within 20mn after arrival
• Best Condition Award:	Date: there is no Time: there is no

IX. ENTRIES

IMPORTANT

- Entries must be made by NFs through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at this link: [Click Here](#)
- 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 be automatically disqualified unless compelling circumstances warrant otherwise.

1. Entry dates and Entry fee:

Event	Definite entry date	Last substitution date and time <i>1h prior to the first vet inspection</i>		Entry Fee
CEI*100	11.12.2023	16.12.2023	05:30	150 euros
CEN 60	15.12.2023	15.12.2022	18:00	70 euros
CEN 80	15.12.2023	15.12.2022	18:00	90 euros
CEN 40	15.12.2023	15.12.2022	18:00	50 euros

Entries have to be in accordance with Art. 844 of Endurance Rules and Art. 116 of the General Regulations

2. Substitutions of Horses and/or Athletes and/or Trainer:

846.1 After the deadline for Definite Entries:

846.1.1 substitution of Horses and/or Athletes may only be made with the permission of the National Federation and the OC, such consent not to be unreasonably withheld.

All substituted Horses and/or Athletes must be correctly qualified for the Competition;

846.1.2 the registered Trainer of a Horse taking part in the Competition may not be substituted.

3. No-Shows/Late Withdrawals:

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

Amount charged: n/a

4. Additional fees/Charges by the Organiser:

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

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

Lower Level Events (CIMs) CHF 18 per horse per event
(For definition of CIMs see Appendix E of the FEI General Regulations)

Higher Level Events CHF 25 per horse per event
(All other events not defined as CIMs)

Electricity:	n/a
Manure disposal	n/a
Forage	n/a
Straw	n/a
Shavings	n/a

All aforementioned amounts are including VAT

VAT Number of the OC n/a

X. COMPETITION DETAIL

1. Competition

Classification Team Individual
 Time limit CEI1* 07h 08m 34s (Riding time at min speed 14km/h)
 Starting method Mass start Staggered start
(only for CEI1* or 2nd day of a 2-day events)
 Type of ground Sand

Art. 802.6 Combined National and FEI events:

802.6.1 At the request of the National Federation concerned, the FEI may approve an FEI Event being combined with a National Event. If approved, CEI Combinations must be given priority over national level Combinations for entries to such combined events.

Will you host a CEN during your Event?

YES

NO

If yes, will you have the same Officials panel as for the CEI?

YES

NO

2. Place and Time of Start

If you are hosting a CEN during your Event, please also include the information about the CEN in the table below.

Event	Date of competition	Time of Start	Place of start	Altitude differentials
CEI* 100 km	16-12-2023	8h00	Évora	100 meters
CEN 60	16-12-2023	8h45	Évora	100 meters
CEN 80 km	16-12-2023	9h00	Évora	100 meters
CEN 40 km	16-12-2023	10h00	Évora	100 meters

3. Heart Rates

Presentation Time	Requirements
On Loops	64 bpm within 15mn of crossing the end line of each loop
From Halfway point	If at first presentation HR more than 68 bpm, must do a re-inspection before starting the next loop
Final Loop	64 bpm within 20mn of crossing the end line of final loop

Art. 816.5 Horse Inspections:

816.5.2 The Organising Committee must indicate in the Draft Schedule that is submitted to the FEI whether a one or two-phase veterinary inspection will be performed at the Competition. The OC must confirm in the Schedule the number of Heart Rate Assessment Veterinarians that will be present should a two-phase veterinary inspection be chosen.

Will you perform a one-phase or a two-phase veterinary inspection at your Event?

- One-phase veterinary inspection Two-phase veterinary inspection

4. Minimum Weight

Event	Minimum weight
Young Rider/Junior	
Young Rider/Junior Competitions and Championships	60 kg
Senior	
CEI 1* and CEI 2* / CEIO 1* and CEIO 2*	70 kg
CEI 3* / CEIO3*	75 kg
Championships	75 kg

805.3.3 Weight control must be carried out before the start of the Competition and (if so requested by an FEI Official) after the finish. Weight control inspections may also take place at random at any time during the Competition on request by an FEI Official.

5. Minimum Distance Per Day

Event:	CEI (O) 1* / CEI (O) YJ1* ° ° °		
Number of phases	KM	Minimum time for 18km/h ¹	Into a hold (minutes) of
1	30	100 minutes	40
2	30	100 minutes	40
3	20	67 minutes	40
4	20	67 minutes	Into Finish
5	Number	minutes	° ° °
Total KM	100		
		Number	
Crewing Points max 1 per 5 km		10	
Drinking water Points min 1 per 10 km		12	

- Note:**
- For CEI 1* and 2* at least one timed hold not shorter than 40 minutes
 - For CEI 3* and Championships at least one hold not shorter than 50 minutes
 - No phase may exceed 40 km and be less than 20km
 - Hold times must meet a minimum ratio of 1 min per 1 km completed (each phase)
 - Maximum hold time is 60 minutes

¹ - Minimum time for 18 km/h serves as informative time as per Art. 837, from 1st July 2020

XII. LOGISTICAL / ADMINISTRATIVE / TECHNICAL INFORMATION

1. Stables

Size of boxes no stables
 (at least 3m x 3m) An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses.

2. Scoring/Timing Provider

Please fill in Annex XVI - FEI Entry System for the Timing Provider (where applicable)

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>)

YES

NO

Name of the Company: ○○○

FEI Certified Service Provider ID number: ○○○

Contact person at event *(compulsory)*

Name: Javier Duarte

FEI ID number: 10211267

Contact email: jduarte@fiecco.com

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.

3. Other Technology/Service Provider(s)

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

YES

Name of the Company: ○○○

Contact person

Name: ○○○

FEI ID number (if applicable): ○○○

Contact email : ○○○

Activity/Function: ○○○

(i.e.: Accreditations, Stable Management, Camera system, Sensors, etc...)

NO

4. Advertising And Publicity On Athletes And Horses (Art. Gr 135)

allowed not allowed

The chief steward will check that the advertising on athletes and horses complies with these Articles.

5. Prize Giving Ceremony

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

6. Horses / Ponies

Transport expenses to be paid by:

The Organiser at °°° per km.

The Athlete

7. Welcome

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

8. Entry Right To Showgrounds/Accredited Persons

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

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Crew members (max 4 per horse): 4

Trainer: 1

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

9. 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>

XIII. VETERINARY MATTERS

1. CUSTOMS FORMALITIES

Name:
 Address:
 Telephone:
 Email:

Square for Organiser to include additional details if necessary

2. HEALTH REQUIREMENTS

GENERAL

In accordance with the FEI Code of Conduct for the Welfare of the Horse it is imperative that all Horses at FEI Events are physically fit and free from infectious disease before being allowed to compete.

ENTRY OF HORSES

Required health tests and vaccinations:
 Quarantine period:
 Specimen Import Licence applied:

Square for Organiser to include additional details if necessary

3. NATIONAL REQUIREMENTS

Square for Organiser to include additional details if necessary

4. PONIES

Ponies must be in compliance with the Veterinary Regulations Chapter IX to be eligible to compete in pony events.

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.

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. 1029

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. 1032-1040

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. 1046-1051 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.

XIV. HUMAN ANTI-DOPING

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

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

XV. ADDITIONAL INFORMATION

1. Insurances And National Requirements

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Technical Delegate.

1.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL

1.1.1 Personal Accident and Health Insurance

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

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

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

1.1.2 Personal Property Insurance

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

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

1.1.3 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.

1.2 ATHLETES AND OWNERS

1.2.1 Third Party Liability Insurance

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

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

1.2.2 Additional Liability Information

Space for organiser to include reference to National Laws when necessary

1.2.3 Horse Insurance

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

[FEI Permitted Treating Veterinarians \(PTVs\) \(Art 1005\) are to have adequate professional indemnity insurance.](#)

2. Protests / Appeals

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF150. – or equivalent.

Protest and appeal forms are available on FEI website.

<https://inside.fei.org/fei/regulations/general-rules>

3. Disputes

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

4. Modifications Of Schedule

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 result 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.

5. Additional Information from the OC

Space for organiser to include any additional information

6. Prize Money Distribution:

DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS

Full details of any deductions from prize money should be outlined in the schedule. This includes government taxes. If it is necessary for organisers to deduct such taxes, they should provide participants with an official form indicating the amount of tax deducted upon application.

The tax form should be provided to the athletes upon arrival and returned to the organiser prior to departing.

6.1 Total Prize Money n/a

6.2 Breakdown of prize money:

1 st Trophy	3 rd Trophy	5 th Trophy
2 nd Trophy	4 th Trophy	6 th ○○○

(to add more if applicable)

IMPORTANT

The value of the 1st prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes. The total amount of prize money shown for each Competition in the schedule must be distributed. (Art 127, 128)

6.3 Awards

An award must be given to all competitors who complete the ride. Please describe awards to be distributed.

Trophies

XVI. 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 ID¹: 10119087

Name*: Lanternas

First Name*: Paulo Lanternas

E-Mail*: lanter58@gmail.com

Access Rights*: Admin² Consult³

Events⁴: ○○○

FEI ID²: 10211267

Name*: Duarte

First Name*: Javier

E-Mail*: jduarte@fiecco.com

Access Rights*: Admin² Consult³

Events⁴: ○○○

¹ If already have an FEI user account.

² Provides 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.

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

*** 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:

<http://inside.fei.org/fei/your-role/organisers/xml-format>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to results@fei.org, in the proper Excel or "XML" format immediately after the event. Please refer to compulsory format for CEIs/CEIOs/Championships and Games; the file can be downloaded using the following link:

<https://inside.fei.org/fei/your-role/it-services/results/endurance-results-forms>

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

Please note that as per Art. 109.6 (GR): ORGANISERS 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 five (5) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI.

Failure from ORGANISERS of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

The FEI may request a copy of the official PDF result signed by the relevant Officials at the Event.

FEI Endurance Organisers' Protocol

With an aim to further ensure the welfare of equine and human athletes at International Endurance Events, the safety of all participants and the implementation and respect of common principles of behaviour, fairness, and sportsmanship, the FEI has created this FEI Endurance Organiser's Protocol (hereinafter the "Endurance Protocol") to guarantee the correct and full application of the applicable FEI Rules and Regulations in your Events, in particular but not limited to, the FEI General Regulations, the FEI Endurance Rules, the FEI Veterinary Regulations, the FEI Anti-Doping Rules for Human Athletes and the FEI Equine Anti-Doping and Controlled Medication Regulations.

In order for the FEI to approve the competition schedules the Endurance Protocol **must** be signed by the Organiser and the National Federation, listing the Event(s). By signing the Endurance Protocol both aforementioned parties agree to comply with all applicable FEI Rules and Regulations, and in particular (but not limited to), with the following requirements:

1. Full cooperation must be given to the FEI Officials to ensure that they can perform their tasks according to the FEI Endurance Rules, in particular:
 - Ground Jury – Art. 853
 - Technical Delegate – Art. 852
 - Veterinary Commission – Art. 854
 - Chief Steward – Art. 855

2. Full cooperation must be given to the FEI Independent Governance Advisors (IGAs) to ensure that they can perform their tasks according to the FEI Endurance Rules Art. 856

3. The welfare of the horse must be a first priority and you must allow the FEI Officials to take all necessary measures to safeguard it, as per the FEI Endurance Rules, including but not limited to:
 - Loops of the course must not be specially designed and/or constructed to encourage high speeds - Art. 818
 - Allowing for the reduction of the pulse criteria - Art. 816.9.2. The pulse criteria may be reduced during the ride if, in the opinion of the President of the Veterinary Commission in consultation with the Foreign Veterinary Delegate, the President of the Ground Jury and the Technical Delegate they believe there is a danger to the safety of the Horses.
 - The Veterinary Commission has absolute control on all matters concerning horse welfare – Annex 5, Art.1.
 - The Technical Delegate or the Ground Jury together with the Veterinary Commission can decide to modify the length of timed holds according to extreme weather conditions or other exceptional circumstances.... - Art. 816.9.3.

- 3.1 If the Event combines a CEN(s) with a CEI(s), the Organiser will take all reasonable measures to ensure the biosecurity of the FEI Horses is safeguarded including but not limited to:
 - Ensure that FEI horses participating in the CEI are stabled separately from CEN horses participating in the CEN ride. If no stabling is required at your Event, please make sure they are separated in the cooling and holding areas.
 - The use of common water troughs for Horses is prohibited. Water must be drawn with a clean bucket. Horses must not drink directly from the trough.
 - Ensure that the examination upon arrival is done for all Horses according to article 1031 of the Veterinary Rules.

- It is advised that the temperature of CEN Horses is manually recorded 3 days prior to the event, and that this information is passed to the FEI Veterinarian that is carrying the Examination upon arrival.
- Ensure that all participants are advised to report any health issues to the FEI Veterinarian, so that Horse can be isolated and further testing can be done.
- Ensure that the veterinarians have enough sanitizers and gloves for the Horse inspections throughout the day.

**Please refer to the CEI_CEN Biosecurity Measures Leaflet for more information.*

4. The safety of the athletes, FEI Officials and public must be safeguarded at all times and FEI Officials must be allowed to take all necessary measures to ensure safety, as per the FEI Endurance Rules/FEI GRs:
 - The field of play - Art. 813
 - Number of crew members allowed - Art. 813.2.2
 - Horses must remain capable of being clearly observed at all times - Art. 813.5
 - Permitted Assistance during Event or on Course - Art. 822.4
 - Prohibited Assistance - Art. 822.5
 - Postponement and/or cancellation of an Event - FEI GRs 109.12
5. The FEI Officials' Code of Conduct must be adhered to including the obligations and restrictions pertaining to the "Endurance Official's Per Diems".

Any breach of the FEI Rules and Regulations will be prosecuted according to the FEI Legal System (Chapter VIII of the FEI General Regulations). Failure by an Organiser to comply with the terms of this Protocol may also lead to sanctions including the removal of future events from the FEI Calendar in accordance with Article 112.3 of the FEI General Regulations.

List of Events organised by the Organiser:

EVENT	DATE
EVORA - MITAA	16 / 12 / 23

Signed on behalf of the **Organising Committee**

Full Name: *Filipe Manuel de Carvalho Fialho*
 Function: *EVENT DIRECTOR*
 Signature: *[Handwritten Signature]*
 Date: *17/11/23*

Signed on behalf of the **National Federation**

Full Name: *Rita Cabral do Nascimento*
 Function: *Technical Department*
 Signature: *[Handwritten Signature]*
 Date: *20/11/2023*



FEDERAÇÃO
EQUESTRE
PORTUGUESA