

**APPENDIX TO SCHEDULE
MUST BE DISTRIBUTED TO ALL OFFICIALS**

I. MISCELLANEOUS (Art. 163, 165, 166)

A) PROTESTS AND DEPOSITS (In Reference to GRs Art. 163 and Art. 166)

All protest to be valid must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

B) GENERAL CLASSIFICATION AT THE END OF THE COMPETITONS

Full information on all special prizes for example:

Leading rider award
Best foreign rider
Best home rider, etc.
Team awards

C) PRIZE – CLASSIFICATION (In reference to Art. 126 and Art.127)

Details outlining the system determining the leading rider etc. must be given and any other details pertaining to prize distribution.

D) ALLOCATION AND DISTRIBUTION OF PRIZES

Article 127 - Allocation of Prizes

1. In all Competitions the prizes must be distributed according to the provisions of this Article.
2. The value of the first prize for individuals or teams, either in cash or in kind easily convertible into cash, may never exceed one third (1/3) of the total value of the prize money and prizes convertible into cash, offered for the whole Competition unless otherwise specified in the Sport Rules for the relevant Discipline.
3. The minimum number of prizes offered for each Competition must be allocated on the basis of one (1) prize for every commenced four Athletes, with a minimum of five (5) prizes.
4. Prizes, as set forth above, must be offered for all qualifying Competitions for a general classification at that Event, or for a general classification after a Series of Events.
5. A single prize in cash, or in kind, may be allocated for a general classification at the conclusion of a Series of qualifying Competitions, or at the end of the Event for the accumulation of points, or at the conclusion of a Series of qualifying Events, provided always that prizes have been offered for each of the preliminary or qualifying Competitions or Events, according to this Article.

Article 128 - Distribution of Prizes

1. The total amount of prize money shown for each Competition in the schedule must be distributed.
2. Prize money must be distributed to the Chefs d'Equipe or to the winning Owners, lessees or Athletes within ten (10) days after the last Competition of the Event provided they have met all their financial and other obligations to the OC.
3. Prize money for a Competition may not be distributed while any protests or Appeals relating to that Competition are under consideration during an Event.

E) DOCTOR, VETERINARIAN, FARRIER

Details pertaining to the above.

F) INSURANCES

Details that are pertaining to the insurance of competitors, horses. etc.
Responsibility of the OC for any damages, fire, theft. etc.

The following is to be published in verbatim in each schedule:

All owners and competitors 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.

G) EVENT'S ORGANISATION (Art. 109, 110)

In exceptional circumstances, together with the approval of 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 Secretary General by the Foreign Judge.

H) ENTRY RIGHT TO SHOWGROUNDS

Please give full **details** concerning right of entry to show grounds of owners, grooms, riders, other persons.

I) DEDUCTIONS FROM 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.

J) RESULTS (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 one (1) week following the Event.

STABLE SECURITY/STEWARDSHIP AT INTERNATIONAL EVENTS MINIMUM REQUIREMENTS TO ENSURE IMPLEMENTATION OF VETERINARY REGULATIONS ART. 1005.2.5, ANNEX IX**1. RESTRICTED ACCESS TO STABLE AREA**

For a high level of stable security, the stables must be completely enclosed within a suitably restrictive perimeter (stable area) which will act both as a deterrent to the admission of unauthorised persons and to uncontrolled exit of horses.

A CCTV system may be prescribed by the FEI for certain events.

Access to this area must only be after checking the necessary accreditation.

The area must be sufficiently large, where possible to allow horses to be evacuated from the stables in an emergency but still remain within the confines of the perimeter. However, in some disciplines (see discipline rules), lower levels of stable security are permitted. If possible there must be provision of a restricted area for rides and others to mix away from the general public, in order to keep non appropriately authorized people out of the secure stable area.

Whenever possible the stable area must include only stables; lorries, caravans, etc., should not be permitted within the area.

Access to stables must be limited to those persons indicated in VR Art. 1005.2.5.2. It is essential that the official issuing authorised access be a responsible person of seniority within the Organising Committee. The FEI Veterinary Department will maintain a List of accredited Team Veterinarians and accredited Individual Competitors Private Veterinary Surgeons.

It is important that the NFs and OCs of international events liaise closely with the Veterinary Authorities and that the Committee and all officials, particularly the Chief Steward, are aware of the Veterinary Authorities requirements in respect to access control and separation of horses in the stables and during training.

2. CONTROL OF ACCESS

A control system must operate at all entrance gates so that there is an efficient and reliable method of identifying the accreditation of those who enter and leave the stable area at any time.

Extra vigilance must be used in establishing the identity of persons and reasons for entering the stables during the night by means of a night access list.

3. STEWARDSHIP OF STABLE AREA

At least one stable steward, directly responsible to the Chief Steward, must be present or readily available in the vicinity of the stable area 24 hours a day during the entire duration of the event. He may be assisted by deputies as

required. The steward/deputies must regularly patrol the stable area, without establishing any predetermined pattern, to discourage any form of illegal practices or abuses to horses. Any misdemeanours must be reported immediately to the Chief Steward. Stewards must be under instructions to ask for the appropriate ETUE if a horse is seen to receive treatment ; this also applies to the use of nebulisers.

The duty of the stewards is to safeguard the welfare of the horses and to prevent any form of illegal practices that may also disrupt fair play.

4. GROOMS

Grooms must be accredited to enter the stabling area.

The Person Responsible must ensure that his/her grooms, or any other authorised persons with access to his/her horses, are familiar with the security and stewarding procedures operating at the event attended. They must also ensure that his/her grooms, or any other authorised persons with access to his/her horses, are familiar with the regulations pertaining to the use of substances on the FEI Prohibited Substances List. Grooms may also be sanctioned if found at fault under the EADCM Regulations and further accreditation may be withdrawn, preventing attendance at an FEI Event.

5. MOVEMENT THROUGHOUT EVENT GROUNDS

Movement of horses between the stables, practice, grazing and main arena must be strictly controlled. It is appreciated that flexibility will be required depending on the requirements of other disciplines.

6. STEWARDING OF PRACTICE ARENA

The Chief Steward must ensure that all practice arenas are fully-stewarded all the time that they are officially open. He must also ensure that these arenas are subject to random controls when they are officially closed.

7. GRAZING AREA

It is recommended that a grazing area be provided at all outdoor events, and that this be subject to random control. If available, horses must only be grazed or walked in hand within this area.

The Foreign Judge/TD at events will be specifically asked to check that the relevant requirements are met as reasonably as can be expected, depending on the discipline, and to indicate clearly any shortfalls, following which consideration may be given to altering the category of the event in future.