

# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

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## I. DENOMINATION OF THE EVENT

**Venue :** Vlaanderen's Kerstjumping Mechelen  
**Dates :** 26-30 December 2016 **NF:** BEL  
**Indoor:** ☒  
**CAI-W (Qualifier)** ☒

## II. GENERAL CONDITIONS

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

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Approved by the FEI, Lausanne, on 21.11.2016

Signature :

Manuel Bandeira de Mello  
FEI Director Endurance & Driving

### **III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE**

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

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

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

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# CHECKLIST FOR APPROVED SCHEDULE

## FEI World Cup™ DRIVING 2016

### IV. GENERAL INFORMATION

#### 1. ORGANISER

##### VZW Jumping Mechelen



Teintstraat 33 A  
B - 2580 Putte-Peulis  
BELGIUM  
Tel. +32 15 75 39 68  
Fax +32 15 75 25 40  
Email : [info@jumping-mechelen.com](mailto:info@jumping-mechelen.com) - Website : [www.jumping-mechelen.com](http://www.jumping-mechelen.com)

##### Contact Details Show Ground:

Nekkerhal - Brussels North  
Plattebeekstraat  
2800 Mechelen  
Belgium  
+32 15 55 49 01

##### **Coming from the direction of Antwerp**

E19 Antwerp - Brussels Exit "Mechelen Noord" At the traffic lights, take the right in the direction of Mechelen centre You will pass traffic lights on the ring  
At about the 4th light, go left under the bridge direction of Bonheiden You'll see the Nekkerhal at your left-hand Site

##### **Coming from the direction of Brussels**

E19 Brussels - Antwerp Exit "Mechelen Zuid" Follow the indicators for the centre of Mechelen At the 2nd traffic lights take the right Once you're on the ring you'll pass 2 traffic lights At the next traffic lights turn right under the bridge direction Bonheiden You'll see the Nekkerhal at your left-hand side

Nearest Airport : Zaventem - Brussels

Nearest Station : Mechelen

#### 2. ORGANISING COMMITTEE

President of the Event:	Leo Lambregts
Show Secretary:	Yolande & Caroline Wauters
Press Officer:	Edith de Reys

#### 3. EVENT DIRECTOR

Name:	Peter Bollen
Address:	Teintstraat 33 A B - 2580 Putte-Peulis Belgium
Telephone:	+32 15 75 39 68
Fax:	+32 15 75 25 40
Email:	<a href="mailto:info@jumping-mechelen.com">info@jumping-mechelen.com</a>

**CHECKLIST FOR APPROVED SCHEDULE**  
**FEI World Cup™ DRIVING 2016**  
**V. OFFICIALS**



* Compulsory								
* Event ID: 2016 CI 0068 A H4 01								
Ref	Panel	Competition	Function	FEI ID	Name	NF	Level	Email/mobile *compulsory
1	Ground Jury <sup>1</sup>	2016_CI_0068_A_H4_01	Ground Jury President	10051140	Counsel Andrew	GBR	4	<a href="mailto:andrew.counsell@duchy.ac.uk">andrew.counsell@duchy.ac.uk</a>
			Ground Jury Member	10005966	Thiry Françoise	BEL	3	<a href="mailto:lienartfrancoise@gmail.com">lienartfrancoise@gmail.com</a>
2	Foreign Judge <sup>2</sup>	2016_CI_0068_A_H4_01	Foreign Judge	10071344	Thunert Elimar	GER	3	<a href="mailto:ethunert@aol.com">ethunert@aol.com</a>
3	Technical Delegate <sup>3</sup>	2016_CI_0068_A_H4_01	Technical Delegate	10005976	Wentein Mark	BEL	3	<a href="mailto:wentein@hippo.be">wentein@hippo.be</a>
4	Assistant Technical Delegate <sup>4</sup>	2016_CI_0068_A_H4_01	Assistant Technical Delegate					
5	Course Designer <sup>5</sup>	2016_CI_0068_A_H4_01	Course Designer	10052794	Houterman Jeroen	NED	4	<a href="mailto:houtermanklessens@hetnet.nl">houtermanklessens@hetnet.nl</a>
6	Assistant Course Designer <sup>6</sup>	2016_CI_0068_A_H4_01	Assistant Course Designer					
7	Appeal Committee <sup>7</sup>	2016_CI_0068_A_H4_01	Appeal Committee President	10049882	Papens Richard	BEL		<a href="mailto:papens.richard@gmail.com">papens.richard@gmail.com</a>
			Appeal Committee Member	10095502	Proot Emilie	BEL		<a href="mailto:emilie@proot.net">emilie@proot.net</a>
			Appeal Committee Member		Boudewijns Marc	BEL		
8	Chief Steward <sup>8</sup>	2016_CI_0068_A_H4_01	Chief Steward	10049680	Devaere Jan	BEL	3	<a href="mailto:jan.devaere@politiezoneriho.be">jan.devaere@politiezoneriho.be</a>
9	Assistant Stewards <sup>9</sup>	2016_CI_0068_A_H4_01	Assistant Steward	10052323	Devaere Leen	BEL	3	<a href="mailto:leen.devaere@police.belgium.eu">leen.devaere@police.belgium.eu</a>
		2016_CI_0068_A_H4_01	Assistant Steward					
		2016_CI_0068_A_H4_01	Assistant Steward					
		2016_CI_0068_A_H4_01	Assistant Steward					
10	FEI Veterinary Delegate <sup>10</sup>	2016_CI_0068_A_H4_01	FEI Veterinary Delegate	10087085	Samoy Tim	BEL		<a href="mailto:tim.samoy@me.com">tim.samoy@me.com</a> +32 476 54 70 16
	FEI Veterinary Delegate or Veterinary Commission <sup>10</sup>	2016_CI_0068_A_H4_01	Veterinary Commission President					—
		2016_CI_0068_A_H4_01	Assistant FEI Delegate					—
		2016_CI_0068_A_H4_01	Assistant FEI Delegate					—
11	Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010) <sup>11</sup>	2016_CI_0068_A_H4_01	Veterinary Service Manager	10093731	Team Wim Malisart	BEL		<a href="mailto:dr.wimmalisart@skynet.be">dr.wimmalisart@skynet.be</a>
		2016_CI_0068_A_H4_01	FEI Permitted Treating Veterinarian	10093731	Team Wim Malisart	BEL		<a href="mailto:dr.wimmalisart@skynet.be">dr.wimmalisart@skynet.be</a> +32 475 41 15 93
12	Medical Doctor <sup>12</sup>	2016_CI_0068_A_H4_01			Dr. Marc Van Cleynebreughel	BEL		+32 494 52 57 68
13	Farrier <sup>13</sup>	2016_CI_0068_A_H4_01			Team Tim Van Tricht	BEL		+32 475 50 23 93
14	NF Delegate <sup>14</sup>	2016_CI_0068_A_H4_01	NF Delegate (if applicable)					

# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

## VI. TECHNICAL CONDITIONS

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

	Day	Date	Time
• Opening of stables	Wednesday	28/12/16	18h00
• 1 <sup>st</sup> Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	29/12/16	12h00-13h00
• Declaration of Starters	Thursday	29/12/16	13h00
• Draw	Thursday	29/12/16	13h15 Press Centre
• FEI World Cup™ Competition 1	Thursday	29/12/16	14h45
• FEI World Cup™ Competition 2	Friday	30/12/16	21h15

### 2. COMPETITION ARENA

Dimensions Arena A: 85 x 28  
 Dimensions Arena B: 75 x 28  
 Type of Footing: Poels Jumping Soil

### 3. PRATICE ARENA

Dimension Arena A 60 x 25  
 Dimension Arena B 50 x 25  
 Free Paddock 60 x 25  
 Type of Footing Poels Jumping Soil

### 4. STABLES

Size of boxes 3 m x 3 m  
 (minimum 3m x 3m+20% 3m x 4m)

### 5. TIMING DEVICE

Name of Manufacturer: Swiss Timing LTD  
 Model: TL 5005  
 OEC4 Transmitter  
 KIT 120 TRA037  
 FEI Report number: 22040021A  
 22040022B  
 22040024C

## 6. SCORING/TIMING PROVIDER

Name of the Company: Longines Timing

Name contact person: Mario Cron

Contact email: mc@hippodata.net

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

## 7. PRIZE GIVING CEREMONY

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

Yes ☐ No ☒

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

## 8. ADVERTISING ON ATHLETES AND HORSES

(Art. DR 941)

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

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

## 9. TICKETING

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

Name of your ticketing provider:

Tele Ticket Service

Web address to buy ticket:

www.teleticketsservice.com

## 10. BETTING

Betting will be authorised by the Organiser: Yes ☐ No ☒

## VII. INVITATIONS

### 1. GENERAL

Number of qualified drivers	<b>5</b>
Number of Wild Cards that may be allocated	<b>3</b>
Number of horses per driver	<b>5</b>

### The selected drivers for CAIW Mechelen are:

- Georg Von Stein (GER)
- Rainer Duen (GER)
- Ijsbrand Chardon (NED)
- Theo Timmerman (NED)
- Jérôme Voutaz (SUI)

### The wild cards for CAIW Mechelen are:

- Glenn Geerts (BEL)
- Koos de Ronde (NED)
- Boyd Exell (AUS)

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

As federations are mostly closed that period, please send all last minute changes with a copy to the OC - [caroline.wauters@skynet.be](mailto:caroline.wauters@skynet.be) & [emilie@proot.net](mailto:emilie@proot.net)

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

**Entry right to the stable area according to FEI Veterinary Regulations**

**NUMBER OF ACCREDITED PERSONS:**

Athlete: 1  
Partner: 1  
Groom: 4  
Horse Owner: 4

**VIII. ENTRIES**

**IMPORTANT**

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

Square for OC/NF to include additional details if necessary

**1. ENTRY DATES AND FEES**

**Deadlines for Entries**

Definite entries:	Monday 5/12
Last date for substitutions: (one hour prior the Horse Inspection) <i>Entries have to be in accordance with article 946.1.1 of the Driving rules and 116 of the General regulations</i>	Thursday 29/12 11h00

**IMPORTANT:** Please note that all accepted entries will be publicly available on the FEI Website 5 days before the beginning of the Event.

Entry fee per driver:	€ 500 (excl. VAT) € 105 (VAT) € 605 (Total entry fee per rider)
Stabling fee per horse/pony:	free
Details entry procedure fee / Payment:	

**All aforementioned amounts are including VAT**

VAT number of the Organiser	BE 0445 643 536
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## 2. NO-SHOWS/LATE WITHDRAWALS:

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

No Show: Amount charged: € 300/horse VAT included (from 16/12/2016)

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

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

EADCMP Fee (please refer to section XI.8.1 of the schedule):

Included in entry fee ☐ Not included in entry fee ☒

Infrastructure:	€ 48.4/driver
Manure disposal	€ 48.4/horse
Hay	€ 10.6
Straw	Not available
Shavings	€ 10.6
Health Papers	Max € 60/document
Tack Box	€ 181.5

**All aforementioned amounts are including VAT**

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

Senior Classes	Athlete Minimum Age
Horses Four-in-Hand	18 years
Grooms	Minimum Age
All Classes	Athletes of 18 years and above must be accompanied by a groom(s) of 14 years or older.

### Minimum Age Limitation for Horses – Article 929:

Horses	Minimum Age
CAI2* and above	6 years old or over

## IX. FACILITIES OFFERED

### 1. ATHLETES

#### **Accommodation**

Hotel : Het Gulden Anker  
Brusselsesteenweg 2  
2800 Mechelen  
[www.guldenanker.be](http://www.guldenanker.be)

*If the Gulden Anker is full, rooms can also be booked by the OC in the Novotel.*

**Please confirm date of arrival and departure at the show office for the booking of your room.** (Contact: Caroline Wauters - [caroline.wauters@skynet.be](mailto:caroline.wauters@skynet.be))

Special rates for guests through the organization.

**Reservations are NOT made automatically!!!**

Accommodated (bed and breakfast) from 29 to 31 December (max. 2 nights) at OC expense.

***Athletes staying in another hotel than the one selected by the OC will have the room at their own expense.***

***All rooms booked but not used will be billed to the rider following the usual hotel rate !!!***

Meals: at the showgrounds offered by the OC 29 & 30 December.

### 2. GROOMS

#### **Accommodation**

Hotel : Het Gulden Anker  
Brusselsesteenweg 2  
2800 Mechelen  
[www.guldenanker.be](http://www.guldenanker.be)

*If the Gulden Anker is full, rooms can also be booked by the OC in the Novotel.*

**Please confirm date of arrival and departure at the show office for the booking of your room.** (Contact: Caroline Wauters - [caroline.wauters@skynet.be](mailto:caroline.wauters@skynet.be))

Special rates for guests through the organization.

**Reservations are NOT made automatically!!!**

Accommodated (bed and breakfast) from 29 to 31 December (max. 2 nights) at OC expense.

***Grooms staying in another hotel than the one selected by the OC will have the room at their own expense.***

***All rooms booked but not used will be billed to the rider following the usual hotel rate !!!***

Meals: at the showgrounds offered by the OC 29 & 30 December.

**NB.** If applicable, Organiser must provide proper sanitary conditions The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

### **3. TRANSPORT REIMBURSEMENT HORSES/PONIES**

Transport expenses to be paid by the Organiser at € 2 per km. (with a maximum of € 2.000). 18 % tax deduction will be taken of the total amount of the Foreign Riders by the Belgian Government. No further transport costs will be given.

### **4. 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. (see pg. 6)

### **5. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS**

There will be shuttle service from the Hotel to the showground and back :

26-30 December: from 07h00 to 01h00

No shuttle service on the 25th, exceptional on the 31st when ordered by the 29th the latest.

Request for Pick up from and to the airport (Brussels) should be send to the sport office in advance.

## **X. COMPETITIONS**

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

### **1. PRIZE MONEY**

**EUR**

**TOTAL PRIZE MONEY**

**31.900**

**FEI World Cup™ Competition 1**

**10.700**

**Breakdown of prize money:**

<b>1<sup>st</sup> 3.100</b>	<b>3<sup>rd</sup> 1.700</b>	<b>5<sup>th</sup> 1.000</b>
<b>2<sup>nd</sup> 2.100</b>	<b>4<sup>th</sup> 1.300</b>	<b>6<sup>th</sup> 800</b>
<b>7<sup>th</sup> 400</b>	<b>8<sup>th</sup> 300</b>	

**FEI World Cup™ Competition 2**

**21.200**

**Breakdown of prize money:**

<b>1<sup>st</sup> 5.500</b>	<b>3<sup>rd</sup> 3.000</b>	<b>5<sup>th</sup> 2.250</b>
<b>2<sup>nd</sup> 4.000</b>	<b>4<sup>th</sup> 2.750</b>	<b>6<sup>th</sup> 2.000</b>
<b>7<sup>th</sup> 900</b>	<b>8<sup>th</sup> 800</b>	

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

Leading athlete award –	-
Best foreign athlete -	-
Best home athlete –	-
Team awards –	-

### **PRIZE - CLASSIFICATION**

-

### **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 OCs 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 OC prior to departing.**

### **PRIZE MONEY FORM JM CAI-W 2016**

Name Rider	
Street + Nr	
Postal Code & City	
Country	
Mobile Number	
Social Security Number (on the back of your ID starts with your birthday)	
Email Address	

#### **Bank Data**

IBAN Starts with the country code	
BIC/SWIFT Code	
Name of Account Holder	
Address of Accountholder	
Name Bank	
Country Bank	
Routing Number (for non-european riders)	

**ATTENTION :** Make sure you fill in EVERYTHING correct! If this form has not been completed as requested it will be impossible to wire the money!

**Fax this form to our office at +32 15 75 25 40  
or email [emilie@proot.net](mailto:emilie@proot.net)**

## CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

All riders need to settle their accounts after their last class in the sport office. Prize money will be wired. Make sure to bring your bank details for the transfer.

18 % tax deduction will be taken of the Prize-money of the Foreign Riders by the Belgian Government.

PAYMENT only with VISA and Master Card (with Chip) and Belgium Bank contact!

### **IMPORTANT**

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

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

### **1. PRELIMINARY TIMETABLE:**

**FIRST DAY: Thursday**

**DATE : 29/12/2016  
TIME : 14h45**

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## **COMPETITION 1 – FEI World Cup™ Driving – Warm up**

**Time Obstacle Competition (1 round)  
Opening Competition World Cup**

Competition 1: acc. to Art. 971.2  
Equipment: acc. to Art. 940.1.3 (marathon harness)  
Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2016/2017)

### **X Qualifier/Leg**

Starting order: draw, in presence of Athletes  
Athletes with a Wild Card are required to start first in order

☒ Competition in one round

**SECOND DAY: Friday**

**DATE: 30/12/2016**  
**TIME: 21h15**

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## **COMPETITION 2 - FEI World Cup™ Driving**

Competition 2: acc. to Art. 971.2  
Equipment: acc. to Art. 940.1.3 (marathon harness)  
Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2016/2017)

### ☒ **Qualifier/Leg**

Round 1: 1st round according to the reverse order of standings after Competition 1.

Drive Off: Drive Off open to the top three Athletes after the Round 1.

art 5.3.3. At the option of the OC, the Drive-Off 2 may start from zero.  
The remaining Athletes are classified according to their time in the initial round

\*\*\*\*\*

## **XI. VETERINARY MATTERS**

### **1. CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

Name:	EUROPEAN HORSE SERVICES
Address:	Oostende Steenweg 1 B-8377 Meetkerke (Belgium)
Telephone:	+32 50 62 62 47
Fax:	+ 32 50 62 62 46
Email:	info@ehs.be
Opening hours:	Monday-Friday : 09h00-12h00 & 13h00-17h30 Saturday-Sunday : Closed

### **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:	/

Health papers:

- ° must be ordered AT ARRIVAL at the Secretaries Offices.
- ° will be charged by the Belgian Government or organiser

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

### **3. NATIONAL REQUIREMENTS**

If applicable please provide:

For each horse coming into Belgium from abroad the following documents must be provided:

1. An international FEI-passport or a national passport, approved by the FEI.
2. A valid health certificate.
3. Non EU competitors are strongly advised to use an ATA carnet, issued and approved by the local Chamber of Commerce. The carnet has to be opened by the customs in your country.

### **4. PONIES**

2015 FEI Veterinary Regulations, Chapter IV: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.



## 5. INJURY SURVEILLANCE

2015 FEI Veterinary Regulations, articles 1036, 1039 and 1040: Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

## 6. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in suitable vehicles. Any government requirements for disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin and the host nation of the Event. Where necessary athletes must contact local government authorities or veterinary advisors for information regarding animal health requirements and transport legislation. Within the European Union (EU), this includes EU Council Regulation (EC) No 1/2005 concerning the protection of animals during transport within the Member States of the EU

## 7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

### 7.1. PASSPORTS. FEI General Regulations Article 137

**For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation**

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated, or fail to meet other passport will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations** and may not be allowed to compete.

**NB** for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

### 7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1028

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
Primary Course	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
First Booster	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
Boosters	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days

	booster previous vaccination	after receiving a vaccination
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All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory.

### **7.3 EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1032**

On arrival at an Event venue all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

### **7.4. HORSE INSPECTIONS. FEI Veterinary Regulations Article 1033, Table 2**

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete by the Inspection Panel will not be permitted to compete.

### **7.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, including, but not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event.

Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

## **8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Veterinary Regulations, Chapter VI**

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

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures.

#### **Fee for Worldwide Equine and Human Anti-Doping Program:** (Applicable for all FEI Events Worldwide)

##### Lower Level Events (CIMs)

(For definition see Appendix E of the FEI General Regulations)

Per horse per event (for Driving per driver per event)	CHF	18
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##### Higher Level Events

(All other events not defined as CIM)

Per horse per event (for Driving per driver per event)	CHF	25
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OCs/NFs have the right to charge the athletes the above mentioned fee.

### **8.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLE 1056**

Elective Testing may be carried out prior to an Event to check for the presence of prohibited substances. Please refer to <http://inside.fei.org/fei/your-role/veterinarians> for information and details.

## **XII. 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>

### **XIII. ADDITIONAL INFORMATION**

#### **1. INSURANCES AND NATIONAL REQUIREMENTS**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

##### **1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**

###### **1.1.1 Personal Accident and Health Insurance**

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

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

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

###### **1.1.2. Personal Property Insurance**

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

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

##### **1.2. ATHLETES AND OWNERS**

###### **1.2.1 Third Party Liability Insurance**

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

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

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

###### **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.

**2. PROTESTS/APPEALS**

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

Protest and appeal forms are available on the FEI website.

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

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

**3. DISPUTES**

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

**4. MODIFICATION TO SCHEDULE**

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

**5. ADDITIONAL INFORMATION FROM THE ORGANISER**

**Attention, No dogs allowed in the Nekkerhal !**

# CHECKLIST FOR APPROVED SCHEDULE

## FEI World Cup™ DRIVING 2016

### XIV. ANNEXES

#### 1. FEI Entry System

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

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

Name\*:

First Name\*:

E-Mail\*:

Access Rights\*:

☐ Admin<sup>2</sup>

☐ Consult<sup>3</sup>

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

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**FEI ID<sup>1</sup>:** 10095502

Name\*: Proot

First Name\*: Emilie

E-Mail\*: emilie@proot.net

Access Rights\*:

☒ Admin<sup>2</sup>

☐ Consult<sup>3</sup>

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

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**FEI ID<sup>1</sup> :** 10046788

Name\*: Bollen

First Name\*: Peter

E-Mail\*: [PB@nutriquine.com](mailto:PB@nutriquine.com)

Access Rights\*:

☐ Admin<sup>2</sup>

☒ Consult<sup>3</sup>

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

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

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

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

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

**\* Mandatory Fields**

# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

## 2. RESULTS

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

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

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

Please note that as per Art. 109.6 (GR): Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

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

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