





Signature of the Secretary General, Philippe De Meersman.

**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 des Délices 9, 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).

### **III. GENERAL INFORMATION**

#### **1. ORGANISER**

Name: Centaur Events NV  
Address: Schoolstraat 77 – 9620 Zottegem (Belgium)  
Telephone: +32.474.49.37.85 Fax: -32.9.328.42.12  
Email: [dverzele@flanders-horse-expo.be](mailto:dverzele@flanders-horse-expo.be)  
Website: [www.flanders-horse-expo.be](http://www.flanders-horse-expo.be)  
[www.ghentmastersofshowjumping.be](http://www.ghentmastersofshowjumping.be)

#### Contact Details Show Ground: **FLANDERS EXPO (GHENT-BELGIUM)**

Address: Maaltekouter 1 (Ghent) Telephone: +32.475.26.81.51 (during the event)

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station).

**By car** : The large car parks of Flanders expo can be accessed directly via Exit 14 of the E40 motorway (Brussels - Ostend).

**By public transport** : You take the train to the Ghent St.-Pieters train station. From there tramline 1 brings you close to our buildings.

#### **2. ORGANISING COMMITTEE**

Honorary President:  
President of the Event: Diedrich Verzele & Frederik Meersman  
Show Secretary: Caroline Wauters (EW Promotion)  
Press Officer:

#### **3. EVENT DIRECTOR**

Name: Marc Van Dijck  
Address: Veldstraat 168 – 1880 Nieuwenrode (BEL)  
Telephone/Fax: +32.15.71.52.72  
Email: [nieuwenhof@pandora.be](mailto:nieuwenhof@pandora.be)

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## **IV. OFFICIALS**

### **1. GROUND JURY :**

President: Jean-Pierre Quisquater (BEL)  
Member: Thierry Steemans (BEL)  
Member: Glenn Maes (BEL)  
Member: Erna Van Rompaey (BEL)

### **2. FOREIGN JUDGE :**

Name : Willem Jan Luiten (NED)  
Email address: willemluiten@hetnet.nl

### **3. COURSE DESIGNER :**

Name: Eddy Geysemans (BEL)  
Email address: eddy.geysemans@skynet.be

#### **ASSISTANT COURSE DESIGNER**

Name: Lucien Somers (BEL)

### **4. APPEAL COMMITTEE :**

President: **NONE**  
Email:  
Members:

### **5. CHIEF STEWARD :**

Name: Eddy Gilis  
Email: eddygilis@telenet.be

### **6. ASSISTANT STEWARDS :**

Name: Christel Lenssens (BEL)  
Name: Claire Heye (BEL)

### **7. FEI VETERINARY DELEGATE :**

Name: Willy Otte (BEL)  
Email: [willem.otte@telenet.be](mailto:willem.otte@telenet.be)

### **8. EVENT TREATING VETERINARIAN :**

Name: Alexander De Witte  
Address:  
Telephone: +32.496.05.82.72

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

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

Name: Rode Kruis Van België  
Address:  
Telephone:

### **10. FARRIER :**

Name: David Picqué  
Address:  
Telephone: +32.474.52.71.97

# 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:	29/02/2012	14.00
• 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>	29/02/2012	17.30-19.30
• 2 <sup>nd</sup> Horse Re-Inspection:	01/03/2012	08.00
• Declaration of Starters:	29/02/2012	20.00

### 2. VENUE :

The event will take place:  indoors  outdoors

### 3. COMPETITION ARENA :

Dimensions: 30m x 70m  
Type of Footing: Martin Collins Dry Ecotrack

### 4. PRACTICE ARENA :

Dimensions: 20m x 55m  
Type of Footing: Martin Collins Dry Ecotrack

### 5. STABLES :

Size of boxes 3 m x 3 m  
(minimum 3m x 3m+10% 3m x 4m)

### 6. DRAW:

Explanation of the Draw with time, date and location:

No draw

## VI. INVITATIONS

Number of NFs invited: All  
NFs invited: All  
Reserve NFs:  
Total number of athletes: approx 100  
Number of home athletes: approx 50  
Number of foreign athletes: approx 50  
Number of athletes per NF: according to invitation  
Number of horses per athlete: 3

Every horse can start max 1 time per dag (excluding the 6 Bars on Friday)

Athletes are invited by the Organising Committee through their NF.

One groom per athlete.

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## 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:	Monday February 13 <sup>th</sup> 2012
Nominated Entries:	Thursday February 16 <sup>th</sup> 2012
Definite Entries:	Monday February 20 <sup>th</sup> 2012
Last date for substitutions:	Monday February 27 <sup>th</sup> 2012
Entry fee per horse:	350 €

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:	included in entry fee
<b>Total fee per horse:</b>	<b>350 €</b>
MCP Fee:	Nil <input type="checkbox"/> CHF 12.50 <input checked="" type="checkbox"/>

Entries have to be sent to:

Entries have to be sent to: KBRSF/FRBSE - Mrs Brigitte Caut  
Houba de Strooperlaan 156  
B-1020 Brussel  
Tel +32.2.478.50.56  
Fax +32.2.478.11.26  
E-mail: Brigitte.caut@equibel.be

With a copy to: EW Promotion - Caroline Wauters  
Teintstraat 33A – 2580 Putte Peulis  
Belgium  
Fax : +32 15 75 25 40  
Email : [caroline.wauters@skynet.be](mailto:caroline.wauters@skynet.be)  
Email : [nieuwenhof@pandora.be](mailto:nieuwenhof@pandora.be)

**The exact number of stables has to be ordered with the definite entries. Stables for horses not participating/tack box only when there are free stables available for € 150. Contact the office the last week regarding this reservation.**

**NO SHOW and cancellations from Wednesday 22 February 2012 (9.00 am) will be charged to the rider: 150,-€/horse**

Withdrawals after the date of definite entries or no-shows 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-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 150 € per horse"**

**All horses can jump max. once a day !  
(excl 6 Bars Competition)**

**Entries in the sport office need to be made every day for the next day  
before 20h00.**

# 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)	25 € per lorry/car
Manure disposal	40 €
Hay	
Straw	
Shavings	10 €
Other (please specify)	

## VIII. FACILITIES OFFERED

### 1. ATHLETES

Hotel: Holiday Inn Ghent Expo

Accommodated (bed and breakfast) from \_\_\_\_\_ to \_\_\_\_\_ at OC  Athletes  expense

Meals: at the expense of OC  Athletes  from \_\_\_\_\_ to \_\_\_\_\_ . ( \_\_\_\_\_ ) .

The hotel is at walking distance from the show ground and gives a special rate for the participants. You can download the special reservation form from the event's website ([www.ghentmastersofshowjumping.be](http://www.ghentmastersofshowjumping.be))

### 2. GROOMS

Cost of accommodation will be at the cost of OC  Athletes  from \_\_\_\_\_ to \_\_\_\_\_ .

Meals: at OC  Athletes  expense from \_\_\_\_\_ to \_\_\_\_\_ ( \_\_\_\_\_ ) .

### 3. HORSES / PONIES

Transport expenses to be paid by:

The OC  at \_\_\_\_\_ per km.

The Athlete .

For events in Europe, stabling is free of charge.

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

The OC will charge a manure disposal fee of EUR 40.-/horse.

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



All horses will be stabled on the showground. First bedding is included for all stables. Additional shavings will be available for procurement.

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

As the preferred hotel is on walking distance, no shuttle or transportation service is offered.

### 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. Stables will be available as of Wednesday February 29<sup>th</sup> at 14.00h

## 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 –	NONE
Best foreign athlete -	NONE
Best home athlete –	NONE
Team awards –	NONE

### B. PRIZE - CLASSIFICATION

Two qualification classes are planned for the Grand Prix (class 13), namely class 4 and class 8.

In both classes points will be attributed to the riders, based upon the ranking in that class.

Winner	101 points
Second	99 points
Third	98 points
Fourth	97 points, ... and then 1 point down for all places

All riders that are eliminated or abandoned receive 1 point.

These points will be added up to get an amount per rider over these two qualification classes. The 60 best placed riders can start the Grand Prix. In case a rider out of these 60 does not want to participate in the Grand Prix, number 61 is entitled, and so on to add up to a maximum of 60 riders for the Grand Prix.

### 2. PRIZE GIVING CEREMONY

The owner of the winning horse/pony 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 8 .

### **3. INSURANCES**

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.

### **4. ENTRY RIGHT TO SHOWGROUNDS / ACCREDITED PERSONS**

Entrance bracelets will be distributed as follows:

- 1 bracelet to the athlete
- 1 bracelet to the partner
- 1 bracelet to the groom
- 1 bracelet to the driver (if other than athlete or groom)
- 1 bracelet tot the owner of each horse (2 owners per horse max)

Access to the stable area is carried out according tot the recommendations of the FEI.

Stable Security will be enforced and access to the stables will be restricted.

### **5. SAFETY CUPS**

Name of Manufacturer: CARO

### **6. TIMING DEVICE**

Name of Manufacturer: TAG HEUER

Photocells: RLS1nd Code 22020011 B

Wireless : Alge TED-TX10/RX10 Code 22020013C

Timer: Alge S4 Code 22020009A

### **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**

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



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 not take place at this event.

## XI. VETERINARY MATTERS

### 1. CUSTOMS FORMALITIES

Address: European Horse Services  
Oostendse Steenweg 11  
B-8377 Meetkerke  
Telephone: +32.50.62.62.47 Fax: +32.50.62.62.46  
Email: info@ehs.be

Customs Services will be at the expense of owners, athletes and/or persons involved.

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

No special requirements

Attention :

Request for health papers must be made at arrival (on Wednesday, before the end of the horse inspection).

The Belgian government will charge per horse (+/- € 30 per horse).

### 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 1st 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

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



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.

<b>Event's Category</b>	<b>FEI Passport and or Recognition Card</b>
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.

**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

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



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).
- 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 6 months + 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.**

### Preliminary Time-Table

March 1 <sup>st</sup> 2012	09.00 hrs (next class following)
March 2 <sup>nd</sup> 2012	09.00 hrs (next class following)
March 3 <sup>rd</sup> 2012	08.00 hrs (next class following)

**TOTAL AMOUNT OF PRIZE MONEY :** **59.750 €**  
+ value of prizes in kind (if applicable) none

	Name of Class	Amount (Currency)
Competition No 1	1m20	1.500 €
Competition No 2	1m30	2.000 €
Competition No 3	1m35	3.000 €
Competition No 4	1m40	5.000 €
Competition No 5	1m20	1.500 €
Competition No 6	1m30	2.000 €
Competition No 7	1m35	3.000 €
Competition No 8	1m40 Small GP	5.000 €
Competition No 9	6 Bars	3.500 €
Competition No 10	1m25	1.750 €
Competition No 11	1m35	2.500 €
Competition No 12	1m40	4.000 €
Competition No 10	1m45 GP	25.000 €

### **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.**

Money due to riders from the Organising Committee will be paid according to art. 130.2 after the last international class. 18% tax will be deducted from the prize money distributed to the foreign owners by the Belgian Government.

### **PAYMENTS**

#### **Payment with credit card ! (No cash)**

The account will be made after the riders' last class.

Twenty-five percent of participants receive prize money (one prize for each group of four commenced competitors or part thereof).

**The prize money will be wired into the account of the riders. We ask all riders to send their bank details with the definite entries (Name of the Bank, Account Holder, Account Number, Iban Number, Swift Code) (See included document)**

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



## PRIZE MONEY FORM CSI2\* GHENT MASTERS OF SHOWJUMPING

<b>Name</b>	
<b>Street &amp; Nr</b>	
<b>ZIP code &amp; City</b>	
<b>Country</b>	
<b>Mobile Number</b>	
<b>Date of Birth</b>	
<b>Email Address</b>	
<b>National Number (Rijksregister) <i>Only for Belgian Riders</i></b>	

### BANK ACCOUNT DATA

<b>IBAN (starts with the country code)</b>	
<b>Bank Account Nr</b>	
<b>Name of Account Holder</b>	
<b>Address of Account Holder</b>	
<b>Name Bank</b>	
<b>Country Bank</b>	
<b>BIC/SWIFT Code</b>	
<b>Routing Number (for non- European riders)</b>	

### 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 +32.9.328.42.12**

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



OR TO [INFO@FLANDERS-HORSE-EXPO.BE](mailto:INFO@FLANDERS-HORSE-EXPO.BE)

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 : Thursday**

**DATE : 01/03/2012**

Opening competition will be a show class, starting at 8.00 AM, containing 30 riders  
After the last competition on Thursday, a stallion competition is organized for young approved stallions (only stallions approved in a studbook registered within the WBFSH can participate).

## **COMPETITION No 1 will start at 9 AM**

International Jumping Competition 1m20  
Table A against the clock – no jump off – FEI 238.2.1

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m20	
Number of horses per athlete	1	
Total prize money:	1.500 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

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

## **COMPETITION No 2 will start at +/- 11.30 PM**

International Jumping Competition 1m30  
Table A against the clock – no jump off – FEI 238.2.1

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m30	
Number of horses per athlete	1	
Total prize money:	2.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 30€  
\* \* \* \* \*

## **COMPETITION No 3 will start at +/- 14.30 PM**

International Jumping Competition 1m35  
Table A against the clock – no jump off – FEI 238.2.1

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m35	
Number of horses per athlete	1	
Total prize money:	3.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 35€

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

\* \* \* \* \*

### **COMPETITION No 4 will start at +/- 16.30 PM**

International Jumping Competition 1m40

Table A against the clock – no jump off – FEI 238.2.1

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m40	
Number of horses per athlete	1	
Total prize money:	5.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 40€

\* \* \* \* \*

### **SECOND DAY : Friday**

**DATE: 02/03/2012**

Opening competition will be a show class, starting at 8.00 AM, containing 30 riders.

### **COMPETITION No 5 will start at 9 AM**

International Jumping Competition 1m20

Table A – 2 phases – FEI 274.5.3

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m20	
Number of horses per athlete	1	
Total prize money:	1.500 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

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

\* \* \* \* \*

### **COMPETITION No 6 will start at +/- 12.00 PM**

International Jumping Competition 1m30

Table A – 2 phases – FEI 274.5.3

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m30	
Number of horses per athlete	1	
Total prize money:	2.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 30€

\* \* \* \* \*

## CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

### **COMPETITION No 7 will start at +/- 14.30 PM**

International Jumping Competition 1m35

Table A – 2 phases – FEI 274.5.3

Jump-off (if any)	None	
Speed/Fixed time	350 m/min	
Obstacles height:	1m35	
Number of horses per athlete	1	
Total prize money:	3.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 35€  
\* \* \* \* \*

### **COMPETITION No 8 will start at +/- 17.30 PM**

International Jumping Competition 1m40

Table A – One Jump Off against the clock – FEI 238.2.2

Jump-off (if any)	1	
Speed/Fixed time	350 m/min	
Obstacles height:	1m40	
Number of horses per athlete	1	
Total prize money:	5.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 40€  
\* \* \* \* \*

### **COMPETITION No 9 will start at +/- 22.00 PM**

Six Bar Competition

FEI 262§3

Obstacles up to 1m50 in the first round

Open for all CSI2\* riders

Number of horses per athlete	1	
Total prize money:	3.500 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 40€

**On Friday evening a Flanders Horse Expo Party with Top Belgian DJ is planned.**

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012



**THIRD DAY : Saturday**

**DATE: 03/03/2012**

Between class number 10 and class number 11, the final of the show class will be planned. This final class will take +/- 1 hour.

## **COMPETITION No 10 will start at 8.00 AM**

International Jumping Competition 1m25  
Table A – 2 phases – FEI 274.5.3

Jump-off (if any)	None
Speed/Fixed time	350 m/min
Obstacles height:	1m25
Number of horses per athlete	1
Total prize money:	1.750 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 25€  
\* \* \* \* \*

## **COMPETITION No 11 will start at +/- 12.30 PM**

International Jumping Competition 1m35  
Table A against the clock – no jump off – FEI 238.2.1

Jump-off (if any)	None
Speed/Fixed time	350 m/min
Obstacles height:	1m35
Number of horses per athlete	1 (*)
(*) Only Riders that are not qualified to start the Grand Prix can start two horses in this class.	
Total prize money:	2.500 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 35€  
\* \* \* \* \*

## **COMPETITION No 12 will start at +/- 13.30 PM**

International Jumping Competition 1m40  
Table A – 2 phases – FEI 274.5.3

Jump-off (if any)	1
Speed/Fixed time	350 m/min
Obstacles height:	1m40
Number of horses per athlete	1
Total prize money:	4.000 €
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 40€

# CHECKLIST FOR DRAFT SCHEDULE JUMPING 2012

\* \* \* \* \*

## **COMPETITION No 13 will start at +/- 21.30 PM**

International Jumping Competition 1m45  
Table A – One Jump Off Against The Clock – FEI 238.2.2  
This Class counts for the Rolex FEI Ranking

Jump-off (if any)	1	
Speed/Fixed time	350 m/min	
Obstacles height:	1m45	
Number of horses per athlete	1	
Total prize money:	25.000 €	
Chart to be used:	1 (25% to winner)	<input checked="" type="checkbox"/>
	2 (33% to winner)	<input type="checkbox"/>

Please specify prize money amount for each athlete placed beyond 13<sup>th</sup> : 50€

\* \* \* \* \*

# 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	<p>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.</p> <p>See examples below*.</p>	25	10'000.-	25	10'000.-
2		20	8000.-	20	8000.-
3		15	6000.-	15	6000.-
4		10	4000.-	10	4000.-
5		7	2800.-	7	2800.-
6		5.5	2200.-	5.5	2200.-
7		4	1600.-	4	1600.-
8		3	1200.-	3	1200.-
9		3	1200.-	3	1200.-
10		2.5	1000.-	2.5	1000.-
11		2.5	1000.-	2.5	1000.-
12		n/a	2.5	1000.-	2.5
total	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.	
<p><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.</p> <p><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.</p>					

**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	<p>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.</p> <p>See examples below*.</p>	33	13'200	33	13'200
2		20	8000	20	8000
3		15	6000	15	6000
4		10	4000	10	4000
5		6	2400	6	2400
6		4.5	1800	4.5	1800
7		3	1200	3	1200
8		2.5	1000	2.5	1000
9		2	800	2	800
10		2	800	2	800
11		1	400	1	400
12		n/a	1	400	1
total	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.	
<p><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.</p> <p><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.</p>					

updated 17 October 2011

**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**