

**FEI APPROVED SCHEDULE  
HERZLAKE (GER) 10-13 September 2020****This document contains:**

- The Event Covid-19 risk assessment and risk mitigation plan in accordance with the [FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic](#)
- 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 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 prior to planning his/her travel to the Event.*

**Risk assessment for COVID-19: Addendum for sporting events.**

<b>Additional risk of COVID-19 to the sporting event</b>	<b>Yes (1)/No (0)</b>	<b>Score</b>
<b>Will the event be held in a country that has documented active local transmission of COVID-19 (community spread)?</b>	1	1
<b>Will the event be held in a single venue or multiple venues/cities/countries?</b> <i>(single venue = 0; multiple venues = 1)</i>	0	0
<b>Will the event include international participants (athletes and spectators) from countries that have documented active local transmission of COVID-19 (community spread)?</b> <i>(NB: if the Events does not involve spectators, please clarify this in the comments to the questions in relation to spectators in the "Mitigation Checklist" sheet)</i>	1	1
<b>Will the event include a significant number of participants (athletes or spectators) at higher risk of severe COVID-19 disease (e.g., people over 65 years of age or people with underlying health conditions)?</b>	0	0
<b>Will the event include sports that are considered at higher risk of spread for COVID-19 (eg, contact sports)?</b>	0	0
<b>Will the event be held indoors?</b> <i>(Yes = 1; No = 0)</i>	0	0
<b>Total COVID-19 risk score</b>		<b>2</b>

**Mitigation Checklist.**

Topic	Key consideration	Score Yes/Completed (2), Maybe/In progress (1), No/Not considered (0)	Weighting	Total score	Comments
<b>Understanding of the overview of the current COVID-19 situation by the event organizers</b>	Have the relevant OC and responsible staff been informed about the <b>latest available guidance on the COVID-19 outbreak</b> (official web resources available from WHO, CDC, ECDC, UN, local public health authorities)? And are the OC and staff concerned committed to following the available guidance?	2	1	2	
	Is the OC aware of global and local daily situation reports as provided by WHO or local public health authorities?	2	1	2	
	Do the OC and responsible staff understand the risks and transmission routes of COVID-19, the steps that Event attendees can take to limit spread, the recognized best practices (including respiratory etiquette, hand hygiene, physical distancing, etc.), and the travel restrictions adopted by different countries that may affect the Event?	2	1	2	
<b>Event emergency</b>	Has a <b>contingency medical response plan for COVID-19</b> been developed for the Event?	2	3	6	

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preparedness and response plans	Does the contingency medical response plan include <b>information about how attendees should interact with the host country healthcare system</b> (e.g. hotline/helpline telephone number, medical teams and first-aid points for the Event, local health care system)?	2	3	6	
	Is there an <b>Emergency COVID-19 Outbreak Response Coordinator/Team</b> in the OC or other structure for the Event with defined roles and responsibilities, coordinating the health preparedness and response planning for the outbreak?	2	2	4	
	Has the host country or OC requested <b>support from WHO and/or local public health authorities?</b>	2	3	6	
	<b>Has the OC acquired the following supplies to help reduce the risk of transmission of COVID-19?</b>				
	Personal protective equipment (e.g. masks, gloves, gowns) for onsite medical personnel	2	3	6	
	Hand sanitizer and alcohol rubs/gels, tissues, frequently replaced soap canisters and closed bins for safe disposal of hygienic materials (e.g. tissues, towels, sanitary products) in washrooms and changing rooms	2	3	6	
	Hand sanitizers and alcohol rubs for all entrances and throughout the venue	2	3	6	
	<b>If a person feels unwell/ shows symptoms of an acute respiratory infection during the Event:</b>				
	Is there a procedure for athletes or spectators to clearly identify <b>whom to contact and how to do so</b> if they or other Event participants feel unwell?	2	3	6	
	Is there a protocol on whom the OC should contact in the host country to report suspected cases and request testing and epidemiological investigations?	2	3	6	

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Are <b>first-aid services or other medical services</b> in-place and equipped to support patients with respiratory symptoms?	2	2	4	
Are there <b>isolation rooms or mobile isolation units</b> available onsite?	0	2	0	
Are there any <b>designated medical facilities</b> that manage patients with COVID-19 infection in the host country?	2	2	4	
Are there <b>transportation services with trained medical professionals</b> available to transport critically ill patients with severe acute respiratory infections to a hospital or to evacuate them from the host country, if necessary?	2	2	4	
Has a <b>cleaning schedule</b> been developed to ensure the venue is clean and hygienic – wiping surfaces and any equipment regularly with disinfectant is strongly recommended (before, during and after the event and between each round of competition)?	2	3	6	
Are there established <b>screening measures</b> , including temperature checks in place for participants at the point of entry, venues, routes and on-site medical facilities (first-aid points)? (Please specify in Comments what these screening measures include)	0	3	0	
Is the host country conducting COVID-19 <b>laboratory diagnostic tests</b> ? (If Yes, please specify in comments the type of COVID-19 diagnostic test used)	2	3	6	PCR-Tests
Does the host country have a <b>national public health emergency preparedness and response plan</b> that can address severe respiratory diseases, including COVID-19?	1	2	2	

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	Is there a <b>preliminary agreement by the host country to provide care</b> for any COVID-19 cases connected with the Event?	2	3	6	
	If the Event is for a duration of 14 days or longer, does the medical response plan for the event include resources and protocols for managing all public health interventions that would be necessary and supporting the national public health authorities if participants are infected and become unwell at the Event? (If the event is for less than 14 days, please score 0)	0	3	0	
	If the Event is for less than 14 days, does the medical response plan include protocols for OCs to notify all participants of possible exposure to COVID-19 if the OCs are made aware of any suspected or confirmed cases that attended the Event? (If the event is for 14 days or longer, please score 0)	2	3	6	
<b>Stakeholder and partner coordination</b>	Is there an established mechanism for collaboration and coordination between <b>the health and security sectors</b> , which is considered as crucial?	2	2	4	
	Are there agreed, clear and easily understood processes in place for <b>reporting to external multi-sectoral stakeholders</b> (including surveillance authorities, WHO, CDC, ECDC, etc.) and disseminating risk communication messages (Media)?	2	2	4	
<b>Command and control</b>	Is there a decision-making authority/body and an agreed procedure to <b>modify, restrict, postpone or cancel the</b> Event related to the evolving COVID-19 outbreak?	2	3	6	

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	Are there arrangements to activate a <b>strategic health operation centre</b> if there are suspected COVID-19 cases in connection with the Event?	2	2	4	
	Have the OC and staff undergone training and exercises on personal safety procedures and emergency mitigation measures (including those specifically listed in this checklist)?	0	3	0	
<b>Risk communication</b>	Is there a <b>risk communication strategy</b> for the Event in regard to COVID-19?	2	3	6	
	Is there a <b>designated person(s) to lead media</b> activities and tasked with managing all external communications with national and international government officials, the general public, and the media? (If yes, please identify the spokesperson in comments)	2	2	4	Martina Brüske - 00491777532625
	Has there been <b>monitoring of national and international media and social media</b> established for <b>rumours</b> to be able to counter them early? (Please explain in the comments what protocols are in place for counter messaging)	0	2	0	
	Has coordination been set up with major official media channels and social media sites such as Twitter, Facebook and Instagram so that messaging can be coordinated with, and assisted by, the platforms to provide targeted messaging from OCs (including messaging to counter fake news and rumours, and proactive messaging about the status of the sporting event, including changes)?	0	2	0	
<b>Public health awareness of COVID-19 before and during the</b>	Has <b>public health advice</b> on clinical features of COVID-19, preventive measures, especially respiratory etiquette, hand hygiene practices, and physical distancing, been shared with all staff involved in the Event, athletes, the public, and	2	3	6	

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event	personnel of all relevant stakeholders?				
	Has information on the <b>at-risk populations</b> been provided to all athletes, the public and others so they may make an informed decision on their attendance based on their personal risks?	2	3	6	
	Has public advice included information on the meaning of the following <b>measures: quarantine, self-isolation and self-monitoring?</b>	2	2	4	
Surge capacity	<b>Are there any surge arrangements in place in the event of a public health emergency during the Event - (i.e. suspected and confirmed cases of COVID-19?)</b>				
	Do these surge arrangements include funding for mitigation measures?	1	3	3	
	Do these surge arrangements include stockpiles of equipment (e.g. personal protective equipment, etc.)	2	3	6	
	Do these surge arrangements include training of extra staff?	0	2	0	
	Do these surge arrangements include volunteers?	1	2	2	
Specific mitigation measures	Will there be <b>daily health checks</b> of athletes/competitors?	0	2	0	
	Will the <b>athletes be separated from other groups</b> , such as officials, support staff and spectators, to limit transmission?	2	2	4	
	Are there measures in place to <b>limit the sharing of equipment, water bottles, towels, etc.?</b>	2	3	6	
	Will athletes be given closed <b>containers to allow for the safe disposal or storing of all hygienic materials</b> (e.g. tissues, towels, etc.)?	2	3	6	
	Will the Event have <b>designated seating</b> for all spectators?	2	3	6	



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	Does the designated seating provided allow for physical distancing between spectators (minimum of 1 metre)?	2	2	4	
	Have pre-travel health checks been performed on all athletes to ensure underlying co-morbidities, medications, allergies, etc. are documented?	1	2	2	

<b>Sum of mitigation measures</b>	<b>179</b>	<b>179</b>
<b>Total mitigation score (%)</b>	<b>81</b>	

The decision matrix takes the risk score and the mitigation score to provide a colour determination. This colour determination identifies the total risk of transmission and further spread of COVID-19 in relation to the mass gathering. The "Colour Determination" key below the decision matrix describes the total risk for each colour.

<b>Total COVID-19 risk score (from "Risk Assessment" Tab)</b>	<b>2</b>
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<b>Total mitigation score (from "Mitigation Checklist" Tab)</b>	<b>81</b>
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**Risk Vs. Mitigation Matrix**

Total Risk Assessment Score	Very Prepared to Mitigate COVID-19 Impacts (76-100)	Somewhat Prepared to Mitigate COVID-19 Impacts (51-75)	Somewhat Unprepared to Mitigate COVID-19 Impacts (26-50)	Very Unprepared to Mitigate COVID-19 Impacts (0-25)
0 - Negligible	Very low	Very low	Very low	Very low
1 - Very Low Risk	Very low	Very low	Low	Low
2 - Low Risk	Low	Low	Low	Moderate
3 - Moderate Risk (low-moderate)	Low	Moderate	Moderate	Moderate
4 - Moderate Risk (high-moderate)	Moderate	Moderate	High	Very High
5 - High Risk	High	High	Very High	Very High
6 - Very High Risk	Very High	Very High	Very High	Very High

KEY FOR COLOUR DETERMINATION OF OVERALL RISK	
VERY LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very low</u> .
LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>low</u> . Recommend checking whether mitigation measures can be strengthened.
MODERATE	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>moderate</u> . Recommend <u>significant</u> efforts to improve mitigation measures or reduce risk of transmission (decrease risk assessment score).
HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>high</u> . Recommend <u>significant</u> efforts to improve <u>both</u> mitigation measures and reduce risk of transmission (decrease risk assessment score).
VERY HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very high</u> .



ESCON-MARKETING GMBH

22.07.2020

**CHI-Special 28. bis 30. August 2020 – Mitigation Plan**

List of measurements and actions that will apply during the event in order to mitigate the risk of COVID-19 transmission:

1. Only people **without symptoms** of illness have access to the event.
2. All athletes, grooms, horse owners and spectators have to provide a **proof of attendance** before entering the venue. A separate proof of attendance must be handed in every day. There are also different coloured wristbands for each day. The proofs of attendance will be kept for 14 days and, in case of suspicion of Covid-19, will be made available to the local health authority.
3. A maximum of 500 people, including athletes, are admitted every day. The spectator area is separated.
4. There are two separate entrances for riders and for spectators.
5. At the entrance everyone gets a **nose-and-mouth mask**. They are compulsory throughout the show grounds, the warm-up area, the stable areas, the catering area and the sanitary facilities, which may also only be accessed by persons wearing nose-and-mouth masks. The riders are excluded during the preparation of their horses and their competitions.
6. One groom is allowed for two starting horses.
7. **Hand sanitizer stations** are at every entrance, on the sanitary facilities and distributed across the entire event area.
8. The **minimum distance of 1,5 meters** must be observed. Persons living in a common household or working together are not subject to this rule.
9. Posters in every corner explaining how to wear a mask and contact information in case somebody does not feel well. And everyone have to follow the signs to avoid unnecessary contacts.
10. The instructions of the security personnel must be followed. Otherwise the immediate exclusion of the event shall take place.

HAUSANSCHRIFT:  
EUROPA-ALLEE 12  
D-49685 EMSTEK  
TELEFON 0 44 73 / 94 11-0  
TELEFAX 0 44 73 / 94 11 119  
E-MAIL: INFO@ESCON-MARKETING.DE  
WWW.ESCON-MARKETING.DE

VOLKSBANK VECHTA E.G. • BLZ 280 641 79 • KONTO-NR. 130 385 101  
BIC: GENO DE F1 VEC • IBAN: DE 452 806 417 901 303 651 01  
DEUTSCHE BANK AG, FILIALE VECHTA • BLZ 290 700 59 • KONTO-NR. 610 440 000  
BIC: DEUT DE HB 290 • IBAN: DE 252 907 005 906 104 400 00  
COMMERZBANK AG, FILIALE VECHTA  
BLZ 280 428 65 • KONTO-NR. 590 369 500  
BIC: COBA DE FF 281 • IBAN: DE 282 804 286 505 903 695 00

UST-ID-NR.: DE 117 76 96 11  
STEUER NR.: 56/270/54200  
AMTSGERICHT OLDENBURG  
HRB 15 2002  
GESCHÄFTSFÜHRER:  
DR. KASPAR FUNKE  
NIKLAS DROSTE



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11. Dogs must be kept on a leash on the entire show grounds.
12. There will be **no prize-giving ceremonies**.
13. In the judges' boxes, plexiglass panes will be installed to separate the judge and the person recording the scores.
14. The **show office** can be contacted by phone or via [www.my.equi-score.de](http://www.my.equi-score.de) . Personal contact should be avoided. Otherwise the show office must be entered individually.
15. There is **one warm-up area**. Based on the distance rules, a maximum of eight horse-and-rider pairs are allowed.
16. All officials will have to wear a mask. The judges are excluded during their work in the judges' boxes.
17. Food and beverages will be available at the take-away restaurant on the show ground. Outdoor seating with sufficient spacing between tables will be provided.
18. An ambulance will be placed in the event.
19. During the events there will be a person responsible only to supervise and control all regulations on daily basis.
20. The **general rules** apply in order to reduce the spread risk of Covid-19
  - Wash your hands frequently. Regularly and thoroughly wash your hands with soap or clean them with disinfectant.
  - Distance of at least 1,5 meters between yourself and all other persons who are coughing or sneezing
  - Do not touch eyes, nose and mouth.
  - Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze.
  - Wear the nose-and-mouth mask.

**Contact** of the OC in regard to these measurements at the CDI:

Niklas Droste

+49 162 1010284

[ndroste@escon-marketing.de](mailto:ndroste@escon-marketing.de)

**I. DENOMINATION OF EVENT**

VENUE: Herzlake  
DATE: 10/09/2020 - 13/09/2020  
NF: Germany  
Indoor:  Outdoor:

CDI1\*     CDI2\*     CDI3\*     CDI4\*     CDI5\*     CDI-W  
 CDIO2\*     CDIO3\*     CDIO4\*     CDIO5\*     -NC  
 CDIJ     CDIY     CDIP     CDIU25     CDICH  
 CDIOJ     CDIOY     CDIOP     CDIOU25     CDIOCh  
 CDIAm     CDIYH  
 Championship     Games

**II. GENERAL CONDITIONS**

- FEI Statutes, 24<sup>th</sup> edition, effective 19 November 2019
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020
- FEI Veterinary Regulations, 14<sup>th</sup> edition, effective 1<sup>st</sup> January 2018, updates effective 1<sup>st</sup> January 2020
- **FEI Dressage Rules (25<sup>th</sup> edition, effective 1<sup>st</sup> January 2014, including updates 1<sup>st</sup> January 2020) and if applicable the FEI Dressage World Cup<sup>TM</sup> Rules 2019-2020 and FEI Dressage Nations Cup<sup>TM</sup> Rules 2020**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, changes effective 1<sup>st</sup> January 2020
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2015 WADA Code, effective 1<sup>st</sup> January 2015
- The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, effective as of 1 July 2020 and until further notice
- 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 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 prior to planning his/her travel to the Event.
- All subsequent published revisions, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 17/08/2020. Updated 10/09/2020.



Bettina De Rham  
FEI Director Dressage & Para Dressage

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### **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, Chemin de la Joliette 8, CH-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: <http://inside.fei.org/>

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: RuF Herzlake u.U. e.V.  
and  
ESCON-Marketing GmbH  
Address: Europa-Allee 12  
49685 Emstek  
Telephone: +49.4473 – 94 11-250  
Email: [astruckmeier@escon-marketing.de](mailto:astruckmeier@escon-marketing.de)  
Website: [www.escon-marketing.de](http://www.escon-marketing.de)

#### Contact Details Show Ground:

Address: Einhaus 23  
49770 Herzlake  
Telephone: +49.162.10 10 250  
GPS Coordinates: Latitude: 52.680724, Longitude: 7.648652

#### Accessibility Details:

Arrival by road: A1 exit Cloppenburg, then B213 or A31 exit Meppen-Nord,  
then B 402 Direction Haseluenne  
Arrival by train: station 49632 Essen (Oldenburg) (approx. 30km)  
Arrival by plane: airport Bremen (approx. 110 km)  
airport Münster / Osnabrück (approx. 95 km)

### **2. ORGANISING COMMITTEE**

Honorary President: N/A  
President of the event: Dr. Kaspar Funke  
Show Secretary: ESCON-Marketing GmbH  
Press Officer: N/A

### **3. EVENT DIRECTOR**

Name: Dr. Kaspar Funke  
Address: ESCON-Marketing GmbH  
Europa-Allee 12 in 49685 Emstek  
Telephone: +49.4473 - 94 11 250  
Email: [astruckmeier@escon-marketing.de](mailto:astruckmeier@escon-marketing.de)

**FEI APPROVED SCHEDULE  
HERZLAKE (GER) 10-13 September 2020**

**V. OFFICIALS \***

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10050487	Francis Verbeek van Rooij	NED	5*	<a href="mailto:Verbeek.francis@gmail.com">Verbeek.francis@gmail.com</a>
		Ground Jury Member	10053126	Sharon Rhode	RSA	4*	<a href="mailto:Sharon.rhode@vodafone.de">Sharon.rhode@vodafone.de</a>
		Foreign Judge	10038239	Christoph Umbach	LUX	5*	<a href="mailto:Christoph.umbach@yahoo.com">Christoph.umbach@yahoo.com</a>
2	Foreign Technical Delegate	Foreign Technical Delegate		N/A			
3	Chief Steward	Chief Steward	10048883	Klaus Gosch	GER	2	<a href="mailto:Klaus.gosch@ewetel.net">Klaus.gosch@ewetel.net</a>
4	Assistant Stewards	Assistant Steward	10196573	John McCormack	GER	1	<a href="mailto:John.mc.cormack@gmx.com">John.mc.cormack@gmx.com</a>
		Assistant Steward	10093360	Atossa Südhoff	GER	1	<a href="mailto:AuH-suedhoff@t-online.de">AuH-suedhoff@t-online.de</a>
		Assistant Steward	10196574	Insa Grosch	GER	1	<a href="mailto:insa.grosch@gmx.de">insa.grosch@gmx.de</a>
5	FEI Veterinary Delegate	Veterinary Delegate	10052656	Dr. Alexandra Görgens	GER		<a href="mailto:goergens@pferdeklunik-muehlen.de">goergens@pferdeklunik-muehlen.de</a> +49.170 - 24 59 027
6	Veterinary Services Manager / Treating Veterinarian	Veterinary Services Manager / Treating Veterinarian	10098294	Elke Zimmermann	GER		<a href="mailto:karandaZ@web.de">karandaZ@web.de</a> +49.171 - 953 45 09
7	Doctor/Medical Service	Doctor/Medical Service		Deutsches Rotes Kreuz, Ortsverein Herzlake e.V.	GER		<a href="mailto:stefan.buescher@drk-herzlake.net">stefan.buescher@drk-herzlake.net</a> +49.174 - 99 353 63
8	Farrier	Farrier		Stefan van Hoorn	GER		<a href="mailto:info@bullhead-tools.com">info@bullhead-tools.com</a> +49.177 - 506 31 08
9	NF Delegate	NF Delegate		Klaus Gosch	GER		

\* Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the online FEI Competency Evaluation Test.

## **VI. INVITATIONS**

### **CDI2\***

Number of NFs invited:	8
State which NFs are invited:	BEL, DEN, FRA, GER, GBR, LUX, NED, SWE
Reserve NFs:	all NFs on request
Total Number of combinations:	approx. 26
Number of home combinations:	approx. 13 (acc. to a special handicap agreed upon with NF GER)
Number of combinations per NF:	2
Number of horses per athlete:	1 or 2 – the NFs or Chef d'Equipe can decide if they will send 2 athletes with each 1 horse or 1 athlete with two horses.
Number of FEI Wildcards:	1
Number of OC Wildcards:	2

### **CDI1\***

Number of NFs invited:	8
State which NFs are invited:	BEL, DEN, FRA, GER, GBR, LUX, NED, SWE
Reserve NFs:	all NFs on request
Total Number of combinations:	approx. 26
Number of home combinations:	approx. 13 (acc. to a special handicap agreed upon with NF GER)
Number of combinations per NF:	2
Number of horses per athlete:	1 or 2 – the NFs or Chef d'Equipe can decide if they will send 2 athletes with each 1 horse or 1 athlete with two horses.
Number of FEI Wildcards:	1
Number of OC Wildcards:	2

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

## **VII. ENTRIES**

- You must use the FEI Entry System for all categories of this Event:  
<https://entry.fei.org>
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/it-services/it-platforms/fei-entry-system>
- 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.

- German Athletes have to enter through the German Entry System NeOn!
- Entries of German Athletes will then be uploaded into the FEI Online Entry System!

### **1.ENTRY DATES AND FEES:**

#### **Deadlines for entries**

Definite Entries: 31/08/2020

Last date for substitutions: 10/09/2020, at the latest two hours prior to the horse inspection.

Entries have to be in accordance with art 423 of the Dressage Rules and art 116 of the General Regulations.

#### **Entry fee per horse:**

CDI2\*: € 270,00 (VAT excluded)

CDI1\*: € 220,00 (VAT excluded)

Stabling fee per horse: € 160,00 (VAT excluded)

#### **VAT:**

CDI2\*: € 13,50 (5 % VAT)

CDI1\*: € 11,00 (5 % VAT)

Stabling fee: € 25,60 (16 % VAT)

#### **Total fee per horse:**

**CDI2\*: € 469,10**

**CDI1\*: € 416,60**

Entry fee and fee for power supply  
- of German Athletes will be subject to direct credit through the German online system NeOn.  
- of Foreign Athletes will be due on site at the latest.

Further additional fees - if applicable – (see below) will be invoiced in addition on site.

Contact details:

Name: ESCON-Marketing GmbH  
Andrea Struckmeier  
Telephone: +49 (0) 4473-94 11 250  
Fax: +49 (0) 4473-94 11 119  
Email: [astruckmeier@escon-marketing.de](mailto:astruckmeier@escon-marketing.de)

**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 Organiser for the actual financial loss incurred by the Organiser (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.

Amount charged:

CDI2\*: € 469,10 per horse plus expenses for booked hotel rooms etc.  
CDI1\*: € 416,60 per horse plus expenses for booked hotel rooms etc.

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

All other 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 compulsory entry fee  Not included in compulsory 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 CIM)

Electricity: € 80,00 per hook-up

Fee for lorry parking € 120,00 per lorry

Manure disposal: € 40,00 per box

Hay: € 10,00 per bale

Straw: € 8,00 per bale (1st bedding free)

Shavings: € 10,00 per bale

Additional box: € 185,60 per box plus € 40,00 per box for manure disposal

Tack box: € 185,60 per box

Health papers: € 70,00 per horse

Covid-19 fee: € 15,00 per athlete

Parking site for cars with trailer: € 120,00 per car / caravan

Infringement of smoking ban: € 50,00 per incident

EADCMP fee:

CDI1\* and 2\*: CHF 18,00 per horse

For EADCMP fee nor VAT will be levied or indicated.

**All aforementioned amounts are including VAT**

VAT Number of the Organiser: DE117 76 96 11

Tax-No. number of the Organiser: 56/270/54200

**4. DEGREE OF DIFFICULTY – FLOORPLAN GRAND PRIX FREESTYLE**

DoD will be used.  DoD will not be used.  Not Applicable.

Athletes are required to login using their own credentials on to <http://dressagefreestyle.fei.org> to create or assign their Grand Prix Freestyle floorplan at the latest 2 hours prior to:

the horse inspection.

the draw of the Grand Prix.

**VIII. TIMETABLE**

**Competitions must not start before 08:00 h and must not finish after 23:00 h unless prior approval is granted by the FEI.**

**The current edition of Dressage Tests at the date of the show will be used and all tests must be ridden from memory.**  
<https://inside.fei.org/fei/your-role/organisers/dressage/tests>

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables</u>	Thursday	10/09/2020	12.00 h
• <u>Horse Inspection</u>			
CDI1*	Thursday	10/09/2020	16.15 to 17.00 h
CDI2*	Thursday	10/09/2020	17.15 to 18.00 h
• <u>Declaration of Starters</u>			
• CDI1*	Thursday	10/09/2020	17.15 h
• CDI2*	Thursday	10/09/2020	18.15 h
• <u>Draw:</u>			
CDI1*	Thursday	10/09/2020	17.30 h
CDI2*	Thursday	10/09/2020	18.30 h

<b>Competitions CDI2*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 3 – Intermediaire A	Friday	11/09/2020	11.30 h	€ 750,00
Competition 4 – Intermediaire II	Saturday	12/09/2020	11.30 h	€ 1.000,00
Competition 5 – Intermediaire A/B Freestyle	Sunday	13/09/2020	14.00 h	€ 1.000,00
<b><u>Total Prize Money</u></b>				€ 2.750,00
<b><u>Prizes in Kind</u></b>				

<b>Competitions CDI1*:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 1 – Prix St. Georges	Friday	11/09/2020	08.00 h	€ 500,00
Competition 2 – Intermediaire I	Saturday	12/09/2020	08.00 h	€ 750,00
<b><u>Total Prize Money</u></b>				€ 1.250,00
<b><u>Prizes in Kind</u></b>				

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

Leading athlete award – ./.  
 Best foreign athlete – ./.  
 Best home athlete – ./.  
 Team awards – ./.



**IX. COMPETITIONS DETAIL**

**FIRST DAY: FRIDAY**

**DATE: 11/09/2020**

**COMPETITION No 1 – CDI1\***

**FEI Prix St. Georges  
Qualifier for Competition 2**

Test: FEI Prix St. Georges  
Number of horses per athlete: 1 or 2 – the NFs or Chef d'Equipe can decide if they will send 2 athletes with each 1 horse or 1 athlete with two horses  
Open to: all Athletes entered  
Draw/Art: acc. to Art. 425.2 – ordinary draw  
Prize money: € 500,00  
Breakdown: 140/110/85/60/40/25/20/20  
If more Athletes are placed the next receive: € 20,00 each.

\* \* \* \* \*

**COMPETITION No 3 – CDI2\***

**FEI Intermediaire A  
Qualifier for Competition 4 and 5**

Test: FEI Intermediate A  
Number of horses per athlete: 1 or 2 – the NFs or Chef d'Equipe can decide if they will send 2 athletes with each 1 horse or 1 athlete with all Athletes entered  
Open to: all Athletes entered  
Opting: Athletes must state, at the latest at the date of definite entry, for which of the two following Competitions they wish to qualify - competition No. 4 (Intermediaire II) or competition No. 5 (Intermediate A/B Freestyle). Athletes may give a 1st and 2nd choice (e.g. Athlete will opt for Intermediate II as 1st choice and Intermediate A/B Freestyle as 2nd choice. If following the conclusion of the first Competition, any of the two next competitions is oversubscribed, the Athlete may then start in the other competition instead). Participation is, however, only possible in one of the Competitions with the same Horse, and their original choice of Competition cannot be changed if there is space in that Competition.  
Draw/Art: acc. to Art. 425.2 – ordinary draw  
Prize money: € 750,00  
Breakdown: 210/160/130/90/60/40/30/30  
If more Athletes are placed the next receive: € 30,00 each.

\* \* \* \* \*

**SECOND DAY: SATURDAY**

**DATE: 12/09/2020**

**COMPETITION No 2 – CDI1\***

**FEI Intermediaire I**

Test: FEI Intermediaire I  
Number of horses per athlete: 1  
Open to and compulsory for: the 12 best athlete/horse combinations from the Prix St. Georges (competition 1); the OC reserves the right to increase the number to max. 15 in agreement with the Ground Jury.  
If an athlete/horse combination withdraws, the next moves up.  
Draw/Art: acc. to Art. 425.8; draw in groups of five (5) in reverse order from competition No 3  
Total prize: 750,00 €  
Breakdown: 185/150/110/75/50/40/30/25/25/20/20/20  
If more Athletes are placed the next receive: € 20,00 each.  
\* \* \* \* \*

**COMPETITION No 4 – CDI2\***

**FEI Intermediaire II**

Test: FEI Intermediaire II  
Number of horses per athlete: 1  
Open to: and compulsory for the 10 best athlete/horse combinations from the FEI Intermediaire A (competition 3), who opted for the FEI Intermediaire II at the latest at the date of definite entry. If an Athlete/horse combination withdraws, the next best moves up. The OC reserves the right to increase the number of athlete/horse combinations (to max. 15) in agreement with the Ground Jury. The decision will be taken one hour prior to the begin of the Intermediaire II.  
Draw/Art: acc. to Art. 425.8; draw in groups of five (5) in reverse order from competition No 3  
Prize money: € 1.000,00  
Breakdown: 250/200/150/100/80/60/55/40/35/30  
If more Athletes are placed the next receive: € 30,00 each.  
\* \* \* \* \*

**THIRD DAY: SUNDAY**

**DATE: 13/09/2020**

**COMPETITION No 5 – CDI2\***

**FEI Intermediaire Freestyle**

Test: FEI Intermediaire A/B Freestyle

Number of horses per athlete: 1

Open to: and compulsory for the 10 best athlete/horse combinations from the FEI Intermediaire A (competition 3), who opted for the FEI Intermediaire Freestyle at the latest at the date of definite entry. If an Athlete/horse combination withdraws, the next best moves up. The OC reserves the right to increase the number of athlete/horse combinations (to max. 15) in agreement with the Ground Jury. The decision will be taken one hour prior to the begin of the Intermediaire Freestyle.

Draw/Art: acc. to Art. 425.5; draw in groups of five (5) in reverse order from competition No.3

Prize money: € 1.000,00

Breakdown: 250/200/150/100/80/60/55/40/35/30

If more Athletes are placed the next receive: € 30,00 each.

\* \* \* \* \*

## **X. FACILITIES OFFERED**

### **1.ATHLETES**

#### **Accommodation**

Hotel: Romantik Hotel Aselager Mühle  
Address: Zur alten Mühle 12  
49770 Aselage-Herzlake  
Telephone: +49.5962-93 480

Accommodation will be at the Athletes' own expense. Hotel rooms must be reserved by the Athletes themselves.

#### **Meals**

Meals will be made available on the show ground from Friday, 11/09/2020 – Sunday, 13/09/2020 at the athletes' expense.

### **2.GROOMS**

#### **Accommodation**

Athletes have to arrange for accommodation of their grooms themselves. Accommodation of grooms will be at the athletes' expense.

#### **Meals**

Meals will be made available on the show ground from Friday, 11/09/2020 – Sunday, 13/09/2020 at the athletes' expense.

**N.B. Organiser's 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.**

## **XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION**

### **1.DRAW**

Location of the draw: The draw will take place in the show office.

### **2.COMPETITION ARENA(S)**

Total dimensions: 75 x 58 m  
(Competition arena - dimensions: 20 x 60 m)  
Type of Footing: sand

### **3.PRACTICE ARENA(S)**

Total dimensions: 25 x 50 m (indoor)  
(Competition arena - dimensions: 20 x 60 m)  
Type of Footing: sand

### **4.STABLES**

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

All horses will be stabled (incl. 1<sup>st</sup> bedding – straw) on show grounds from 10/09/2020 – 13/09/2020. Own stable tents or stabling on trailers are not permitted.

The necessary number of boxes has to be ordered when handing in the entries – the order is binding. If no boxes have been ordered, the OC will reserve one box per horse entered. Only the assigned stables may be used. Hay, shavings and straw can be bought on site from the stable manager. Athletes themselves have to bring along mangers and forage.

Electricity has to be ordered and paid for with the entries.

**>> It is strictly forbidden to smoke in the stables! <<**

### **5.PAPERLESS JUDGING**

Paperless Judging System: Yes  No   
Name Company: N/A

### **6.SCORING PROVIDER / TIMING PROVIDER**

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 Company: FSEVENT  
FEI Certified Service  
Provider ID number: ./.  
Contact person at Event:  
Name: Falk Schlömer  
FEI ID number: 10122930  
Contact email: info@turnierorg.de

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. AVERAGE SCORE / OPEN SCORING**

Average Score and Open Scoring: Yes  No

**8. OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

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

Yes  No

Name of Company: N/A

**9. PRIZE GIVING CEREMONY**

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 0 - there will be no prize-giving ceremony due to Covid-19.

**10. ADVERTISING ON ATHLETES AND HORSES**

The athletes are authorised  not authorised  to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with Article 135 of the General Regulations.

**11. TICKETING**

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

**12. BETTING**

Betting will be authorised by the Organiser. Yes  No

**13. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by the Athlete.

**14. 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 them on arrival.

**15. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Shuttle service will NOT be available; please contact the show office.

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

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

NUMBER ACCREDITED PERSONS – Depending on Covid-19 regulations:

Athlete: 1

Partner: ./.

Groom: 1

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

**17. 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>

## **XII. VETERINARY MATTERS**

### **1. CUSTOMS FORMALITIES**

Name: Johannsmann Transport-Service GmbH  
Address: Hagenort 6, 33803 Steinhagen  
Telephone: +49.52 04 - 89 01 11  
Fax: +49.52 04 - 89 02 22  
Email: info@johannsmann-pferdetransporte.de  
Opening hours: 08.00 h to 16.00 h

Customs and veterinary fees will not be taken over.

### **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: ./.

Every Athlete is obliged to deliver all necessary health certificates for the transport to the event or identification of the horses before they come into the stables:

a) in case of arrival from a EU-member-country, a health attestation for registered horses acc. to sample of Annex II to COUNCIL DIRECTIVE 2009/156/EC (see <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32009L0156&from=DE>) of the currently valid version will be necessary.

b) in case of arrival from a country not belonging to the EU, a health certificate for registered horses acc. to sample of annex II (see ([https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigung/n/\\_texte/Pferde.html](https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigung/n/_texte/Pferde.html))) of the decision of the commission 92/260/EG of the currently valid version will be necessary.

A certificate must be done in at least one official language of the country of destination and in one official language of the member country. The Athlete must carry with him the original certificate, not a copy.

The organiser sees to it that on the competition site, an official state veterinarian is present to issue the health certificates which are necessary for the transport of the horses to their destination abroad.

In case the OC has entrusted a forwarding agency, the latter is ready to assist regarding the required documents.

Furthermore, questions relating to health requirements for horses can be directed to the veterinary authorities in the country of origin or in Germany.

### **3. NATIONAL REQUIREMENTS**

In addition to the Rules and Regulations applicable as set out above the following national regulations apply:

- German Animal Welfare Act (Tierschutzgesetz):  
[www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf)
- German Law concerning Manufacture and Distribution of Medicines (Arzneimittelgesetz):  
[www.gesetze-im-internet.de/bundesrecht/amg\\_1976/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/amg_1976/gesamt.pdf)
- German Animal Health Act (Tiergesundheitsgesetz):  
[www.gesetze-im-internet.de/tiergesg/TierGesG.pdf](http://www.gesetze-im-internet.de/tiergesg/TierGesG.pdf)
- German Regulation for Animal-Welfare during Transport (Tierschutztransportverordnung)  
[www.gesetze-im-internet.de/bundesrecht/tierschtrv\\_2009/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschtrv_2009/gesamt.pdf)
- German Regulation regarding Livestock Transport (Viehverkehrsverordnung)  
[www.gesetze-im-internet.de/bundesrecht/viehverkv\\_2007/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/viehverkv_2007/gesamt.pdf)
- etc.

### **4. PONIES**

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

### **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 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.

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 (GRs 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 Article 1003**

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

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 1031**

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 Articles 1034-1042**

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 Articles 1048-1053**

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 (EADCMPs). 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 Article 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.

### **XIII. 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>

### **XIV. ADDITIONAL INFORMATION**

#### **1. The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic**

The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic ("Policy") (<https://inside.fei.org/fei/covid-19/return-to-play/policy-tools>) is mandatory and applies for any FEI Event taking place **as of 1 July 2020**. The Policy has been developed based on currently accepted best practices by the WHO and US Center for Disease Control (CDC) and will be continually reviewed and updated as more information becomes available. It is not intended to replace the applicable guidance and policies from domestic government and health authorities, but to supplement their recommendations with sport specific considerations.

The OC shall submit the risk assessment and mitigation plan (including name and contact details of the person in charge) to the FEI as an annex to the Event Schedule, **at the latest ten (10) working days before the event's deadline for Definite Entries.**

Events for which the FEI has not received the documented risk assessment and mitigation measures plan in accordance with article 2.1.g) of the Policy **will be removed from the FEI calendar** in accordance with Article 112.3 of the FEI General Regulations.

#### **ASSUMPTION OF RISK / WAIVER OF LIABILITY**

In consideration of being allowed to participate in the Event and related activities, all Participants (as defined in the Policy) acknowledge, appreciate, and agree that:

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; and,
2. The Participants knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the OC or others, and assume full responsibility for their participation; and,
3. The Participants willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases. If, however, a Participant observes any unusual or significant hazard during his/her presence or participation, the Participant will remove himself/herself from participation and bring such to the attention of the nearest official immediately; and,

4. The Participants, for themselves and on behalf of their heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS THE OC AND THE FEI, their officers, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event ("RELEASEES"), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law.

The Participants confirm to have read this release of liability and assumption of risk agreement, fully understand its terms, understand that they have given up substantial rights.

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.

## **2.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

### **2.1.1 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.

### **2.1.2 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.

### **2.1.3 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.

## **2.2 ATHLETES AND OWNERS**

### **2.2.1 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.

### **2.2.2 Additional Liability Information**

The organizer declines any liability for property or pecuniary damage which may happen to visitors, athletes, grooms and horse owners through slight negligence of the organizer, his delegates or his assistants. The OC is liable in case of intent, gross negligence as well as in case of injury to life, body or health and in further cases he is liable for compelling legal liability acc. to the legal requirements.  
Furthermore the organizer declines any liability for damages or illnesses at participating or the stabled horses!

### **2.2.3 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.

## **3. 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:

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

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

## **4. DISPUTES**

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

## **5. MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the Approval of the 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 by the Foreign Judge.

**6. ADDITIONAL INFORMATION FROM THE ORGANISER**

**6.1 GERMAN SHOW RULES**

The OC acknowledges that para 1.4 LPO (German Show Rules) is binding for international events in Germany.

**6.2 TIMETABLE**

The times stated under "VIII. TIMETABLE" are subject to alterations.

**6.3 FEI-PASSPORTS**

Horses entered in CIMs (CDI1\*/CDI2\*/CDIYH/CDIAm/CDIU25/CDIJ/CDIY/CDICh/CDIP) 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 (GRs 137.2).

**6.4 GERMAN ANIMAL WELFARE ACT**

According to paragraph 6 of the German Animal Welfare Act, trimming the vibrissae around eyes and muzzle as well as clipping or cutting the hairs inside the ears of horses are prohibited.

**6.5. DATA PROTECTION BASIC REGULATION**

With the entry declaration the athlete agrees that the Organizer is permitted to save their data and uses photo and film footages made at the event of the athletes for publications.

**6.6 DOGS**

If dogs are allowed at the event:

All dogs must be leashed and affixed to a human or stationary object on the whole show ground and in the stable area. Violation of this rule will incur a fine of CHF 100 per offence and, in case of a repeated offence at the Event, may lead to exclusion from the Venue (Art. 109.13 General RG).

**6.7 IDENTIFICATION NUMBERS**

Horses may not leave the stables without identification numbers.

**6.8 VIOLATIONS OF PRINCIPLES OF HORSEMANSHIP**

The OC reserves the right in case of violations of principles of horsemanship to suspend athletes from the event.

An infringement is committed by a person who

- a) damages the reputation of Equestrian sport
  - b) fails to comply with any of the orders given within the competence of the FEI, NF or Show Direction
  - c) disturbs or impedes the proper handling of an event or who causes annoyance due to improper conduct
  - d) prejudices the horse's welfare, for example tortures, ill-treated, malnourished, poorly groomed, stabled or transported a horse
  - e) misconducts towards visitors, helpers, guests, officials of the event
- Athletes are not entitled to a refund of any competition fees or to a compensation

In case of infringements the OC also reserves the right to publish respective communications.

**6.9 PRIZE MONEY**

As a rule, all athletes receive their prize money by bank transfer. Therefore the athlete has to issue a corresponding invoice of the prize-money to the organizer (ESCON-Marketing GmbH, Europa-Allee 12, 49685 Emstek). The invoice can also be sent by email to [astruckmeier@escon-marketing.de](mailto:astruckmeier@escon-marketing.de). The bank transfer will only be made if this invoice has been received. Only then the costs will be settled and the payment will be made. On request of the athlete, the organizer can write a corresponding counter-account of the incurred costs, otherwise this statement is considered as proof of expenses.

**6.10. DATA PROTECTION DECLARATION**

With the entries the athletes agree that the organizer may store their data and agrees to use photo and film footages taken at the event of the athlete for publications.

**Age of Athletes and Horses according to the Event's Category:**

<b>Event's Category</b>	<b>Age of Athletes</b>	<b>Age of Horses</b>
<b>Grand Prix/Grand Prix Special/ Grand Prix Freestyle/ Intermediate II/Intermediate A/ Intermediate B</b>	As of 16 <sup>th</sup> year	Min 8 y.o.
<b>Prix St. Georges/Intermediate I/ Intermediate I Freestyle</b>	As of 16 <sup>th</sup> year	Min. 7 y.o.
<b>CH-Y/CDIY/CDIOY</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CH-J/CDIJ/CDIOJ</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
<b>CH-P/CDIP/CDIOP</b>	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year	Min. 6 y.o.
<b>CH-Ch/CDICh/CDIOCh</b>	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
<b>CH-U25/CDIU25/CDIOU25</b>	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year	Min. 8 y.o.
<b>CDIam</b>	As of 26 <sup>th</sup> year	Min. 7 y.o. Medium tour Min. 8 y.o.
<b>CDIYH</b>	As of 16 <sup>th</sup> year	Min. 5 y.o. – Max. 7 y.o.
<b>CH-M-YH-D</b>	As of 16 <sup>th</sup> year	5 y.o. / 6 y.o. / 7 y.o.



**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.

**Distribution of Prizes and Indemnities**

Reimbursement of prize-money will be paid out per athlete (not per horse resp. per horse owner). For all athletes by bank transfer within 14 days after the OC has received the invoice. For this purpose the athlete has to send an invoice to the OC. If the transfer will not be possible due to wrong or incomplete bank information, the OC reserves the right to charge a handling fee of € 40,00, that will be invoiced by the bank. The organizer reserves the right to pay small amounts directly on site by cheque or cash or to transfer otherwise.

All prizes in kind rewarded instead of prize money will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest.

Other or especially higher premiums or prize money amounts than mentioned above have to be notified by the OC explicitly in writing, otherwise the above mentioned amounts apply. If no other information is given and without prior notice prizes in kind (cars or similar) will be distributed instead, the athlete may reject the prize-money replacement. In that case only the prize-money published in the schedule would be distributed, the prize in kind would remain with the OC.

Settlement will be done with the athlete (disregarding any agreements between athlete and proprietor), thus the OC will be disburdened. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. As a rule the following income tax will be due, taking into account the prize money or prizes in kind rewarded instead of prize money per day: no taxes up to 250 EUR, 15 % exceeding 250 EUR; plus solidarity fee (at present 5.5 % on the amount of the tax deduction).

Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athletes himself is responsible for the correctness of the details he submits.

If Athletes have to be placed equally, the money value of consecutive placings and of possible prizes in kind (e. g. a car) is divided accordingly between the respective athletes.



**IMPORTANT**

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

The value of the 1st prize must not exceed 1/3 of the total prize money announced for the competition. Distribution of prize money: distributed to 25 % of participants. If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

If there are 4 or less athletes in the competition, the table below applies.

Number of Starters	1	2	3	4	From 5 and above
1 <sup>st</sup>	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 <sup>nd</sup>		25%	25%	25%	
3 <sup>rd</sup>			20%	20%	
4 <sup>th</sup>				15%	
Total distributed	33%	58%	78%	93%	

The amount to be given to each athletes must be stated in the schedule.

## **XV. 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>:** 10093798  
**Name\*:** Struckmeier  
**First Name\*:** Andrea  
**E-Mail\*:** astruckmeier@escon-marketing.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>

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1) If already have an FEI user account.

2) Provide 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.

\*) 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/dressage/results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto:dressageresults@fei.org), in the proper XML format immediately after the event. Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

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

Please note that as per Art 109.6 (GR): 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 two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), 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.