



MEMORANDUM FOR INTERNATIONAL JUMPING EVENTS

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PREAMBLE

The present Memorandum is not a rule book. It is issued with the aim of giving Organizing Committees, all responsible Officials and active athletes in Jumping Events specific directives, to ensure that the organization and running of the Competitions are as perfect as possible, as well as to help provide a better understanding of the rules for these Events.

It should be read in conjunction with the Statutes, the General Regulations, and the Rules for Jumping Events and the Veterinary Regulations of the FEI which are the only documents governing this discipline.

Not all cases have been foreseen in the Rules and Regulations; hence, in doubtful cases and in fortuitous or exceptional circumstances, it is the responsibility of the Ground Jury and the Appeal Committee to make their decisions in a sporting spirit and with fairness to everybody involved, while respecting the spirit in which these Rules and Regulations were conceived.

The organization of an International Jumping Event is complex and to begin with requires that an expert Organizing Committee provides for all details required for the smooth running of such an Event.

As far as the Officials are concerned (Ground Jury, Appeal Committee, Veterinary Commission, Technical Delegate, Course Designer, Veterinary Delegate, Chief Steward), they all have an important and precise part to play. However, for the best success and regularity of the Competitions, it is indispensable that they work together in perfect accord.

The athletes must not overlook the fact that it is for their benefit that all involved have cooperated.

CHAPTER I – GROUND JURY, APPEAL COMMITTEE AND OTHER OFFICIALS

SECTION I - INTRODUCTION

Article 1 - OBJECTIVE

The object of this Chapter is:

1. To bring together and define all specifications of the Regulations concerning the Ground Jury, its President, the Foreign Judge, the Technical Delegate, the Course Designer, the Appeal Committee, the Veterinary Commission and all other Officials before, during and after the Event;
2. To give directives concerning their tasks, powers and duties as well as their responsibilities;
3. To clarify the relationship that must exist between them;

4. To give interpretations in cases of doubt which have arisen during an Event in the application of the Rules, thus achieving consistency in judging and to resolve, with the aid of sketches, a number of judging problems relating to certain aspects of the Rules.

SECTION 2 - RESPONSIBILITIES, POWERS AND DUTIES

Article 1

GROUND JURY (GJ)

1. The principal duty of the Ground Jury is the technical judging of all competitions and the determination of their final results. It is up to the GJ to solve all the problems which could arise during its jurisdiction period.
2. Moreover, the GJ is competent during the period of its jurisdiction to rule on all technical and legal questions which may arise before, during and after the Event, provided that such matters are not within the jurisdiction of the Appeal Committee or of the Technical Delegate (if one is appointed).
3. Minimum three members, preferably including the President of the Ground Jury and/or the President of the competition, have the deciding power and are jointly responsible for all decisions taken.
4. The President of the Ground Jury has the duty to make a rotation plan for the Ground Jury of the competition. All the members qualified for this responsibility should take their turn at the three foreseen places. See further under "rotation".
5. The Ground Jury has to be part of the panel together with the FEI Veterinary Delegate/Commission at the horse inspection. The decision not to allow a horse to compete shall be taken by the Ground Jury on a recommendation by the Veterinary Commission/Veterinary Delegate. There can be no appeal against this decision.

If the Ground Jury does not act on the recommendation of the Veterinary Delegate, the circumstances must be reported to the Appeal Committee and included in the Veterinary report to the Secretary General.

6. They must be ready to listen to Chefs d'équipe and individual athletes and to be able to clarify all questions concerning Rules and/or Schedule.

Article 2

PRESIDENT OF THE GROUND JURY

1. The President of the Ground Jury is responsible (with the members of the Ground Jury) for the running of the competitions according to the Regulations of the FEI and the conditions of the schedule. For this reason he must be someone with a strong personality and have good knowledge of the Rules and of the organization of an international Event. He must understand and speak one of the two official languages (English and French) of the FEI.

2. He is to assume all the responsibilities of the Foreign Technical Delegate when the latter is not appointed.
3. The President of the Ground Jury must be consulted by the Organizing Committee when drawing up the schedules and also in the course of discussion of problems of organization still to be resolved. At events which do not have a Technical Delegate it is recommended that the President of the Ground Jury be asked to act as a consulting member of the Organizing Committee.

It is essential that he then studies the definite schedule and the program before coming to the event.

4. He must request the Organizing Committee to arrange before the start of the Event a preliminary meeting, which must be attended by the principal Officials, to deal with all technical matters in connection with the running of the Event.
5. In agreement with the Organizing Committee of a CSIO, a Championship or a FEI World Cup™ Final, he will, in addition, organize a meeting (preferably on the day before the Event) with the Chefs d'Equipe and the persons responsible for the individuals in order to resolve any issues that may arise and for which he has the duty to decide from a technical standpoint and to clarify possible uncertainties which may arise concerning the description of the competitions in the schedules.
6. He must arrange, in cooperation with the FEI Veterinary Delegate/Commission a specific time and place for the re-inspection of the horse(s) which the panel considers unfit to take part in the competition. In the event of disagreement at the horse inspection, he has to make the final decision which must be announced immediately. Re-inspection of horses referred to the holding box is permitted the day after the horse inspection.
7. It is up to the President of the Jury to clarify all questions concerning the Rules or the Schedule. He must consequently always be ready to listen to the Chefs d'Equipe and/or the individual participants.
8. With authority and the knowledge of the FEI Rules and Regulations, he sees that these are respected to ensure that the Event is well run.
9. An inspection of the location of the show grounds, the arrangements for the Jury, the grooms' accommodation and the stables must take place, if possible with the Foreign Judge. For this reason he must be on site one day before the beginning of the Event.
10. The President of the Ground Jury must require from the Course Designer and from the Organizing Committee that the surfaces of the competition arena and of the schooling and exercise areas be always kept in the best possible condition.
11. It is above all important that all details of the are clearly regulated so that the decisions that the Jury must jointly take are correct and the public is kept

properly informed. The President of the Ground Jury is responsible for the correct announcement of all technical matters through the commentator.

12. Before the competitions, he must establish in agreement with the President of the Veterinary Commission/Delegate and, if appropriate the Medication Control Program (MCP) testing Veterinarian, the method of selection of the horses to be tested under the "Standard Sampling Procedure for Prohibited Substances". This must be dealt with confidentially.
13. He must inspect the courses prepared before each competition with the Foreign Judge and possibly with other Members of the Jury officiating in this competition together with the Course Designer. By this time, he must clarify any doubts which may arise regarding the track and the length of the course as well as the way of judging some obstacles. He must pay special attention to jump-off courses.
14. He must be present in the Jury Box and follow the running of each competition with the greatest attention, even when he has delegated his functions to a colleague with less experience. He must accept full responsibility at all times for the actions of the Ground Jury.
15. He must take care that the judging is impartial and that identical conditions are observed for all athletes.
16. It is the sole responsibility of the Ground Jury to adjust the time registered by the timekeeper by adding 6 seconds time correction when applicable and to ensure that the adjusted time is announced. This duty is not the responsibility of the person in charge of the time-keeping.
17. In competitions where a second round and/or a jump-off(s) is scheduled to take place, it is strongly recommended that the President of the Ground Jury gives the athletes in the practice area a five (5) minute warning of when the first athlete is required in the competition arena.
18. Between the 1st and 2nd round of the Nations Cup there should be a break of at least fifteen (15) minutes, in order to allow the Ground Jury enough time to make the necessary changes to the starting order and together with the course designer make adjustments to the course if necessary.
19. It is very important for the President of the Ground Jury to have good relations with all those concerned who occupy a position of responsibility in the organization. Nevertheless he will not be afraid to make his positive or negative feedback known. Praise is often the best way to help the organization of an Event.
20. He must ensure that Chefs d'Equipe and athletes receive a copy of the time table and that they are immediately and correctly informed of any changes.
21. In the event of objections he examines all aspects of the question conscientiously in consultation with the Foreign Judge and Members of the Jury. The GJ's decision will be given as quickly as possible in writing. The one who

files the objection must be given a chance to state his case in a hearing as well as others involved.

22. At the end of the Event, the President of the Jury, if possible in the presence of the Foreign Judge, makes an appreciation of the whole event and gives to those responsible for the Show an objective opinion on the organization and running of the Show as well as the success of the Program. If necessary he makes proposals for improvements for a subsequent Show.

PRESIDENT OF THE COMPETITION

1. He may never lose sight of an athlete from the moment he enters the arena to the moment he leaves it after finishing his round and must leave to his collaborators all administrative matters that pertain to their own functions.
2. He must walk the course with the Course Designer and the Foreign Judge. Possibly with the President of the Ground Jury and possibly with other members of the Ground Jury.
3. By this time, he must clarify any doubts which may arise regarding the track and the length of the course as well the way of judging some obstacles. He must pay special attention to jump off courses.
4. He has the full responsibility for the bell and for the clock (stopping and restarting) and for the control of the rate of progress of the competition according to the daily program, in agreement with the President of the Ground Jury, the Event director (if any) and the Organizing Committee.
5. In competitions with a second round or jump off(s) it's important to give five minutes warning of when the first athlete is required in the competition area. Between the 1st and the 2nd round of the Nations Cup there should be a break of at least fifteen minutes, in order to allow the Ground Jury to make the new starting order and, together with the Course Designer make adjustments to the course if necessary.

Article 3

FOREIGN JUDGE

1. The Foreign Judge is a member of the Ground Jury and participates as such in their duties. The principal job of the Foreign Judge is to monitor all operations of the Ground Jury and to see that the Rules and Regulations of the FEI are followed. He should not be appointed as water jump judge.
2. The Foreign Judge may be invited with the President of the Ground Jury to give advice or an interpretation on the Regulations of the FEI.
3. As the representative of the FEI, the Foreign Judge can also give advice and assistance to the Organizing Committee, to the Members of the Ground Jury, the Chefs d'Equipe and the individual athletes.

4. During the event, he must be ready to listen to the queries and the problems raised by the Chefs d'Equipe and/or by the individual athletes. If he finds that these queries are valid, he must submit them to the President of the Ground Jury and to the Organizing Committee if the matter concerns the OC.
5. Checking the final classification of the athletes in each competition.
6. Inspecting with the President of the Jury the course before each competition and ensuring that the dimensions of the obstacles conform with the Schedule and are within the prescribed limits and that there are no obstacles that could be deemed to be unsporting or dangerous (above all he must check the cups).
7. Giving his opinion on the problems confronting the Ground Jury.
8. Attending technical meetings arranged by the Organizing Committee.
9. Seeing that all administrative and logistical matters concerning the athletes and the grooms conform to the requirements of the Schedule (expenses, accommodation, transport, etc.).
10. Ensuring that the languages of the FEI are respected in both written and verbal announcements.
11. Judging in the rotation table made by the President of the Ground Jury. The judge officially appointed as Foreign Judge by the OC is solely responsible for drawing up the report on the running of the Show on the appropriate form and for its transmission to the Secretary General of the FEI.

The Foreign Judge at CSIO, CSI4* and CSI5* events as well as at FEI World Cup™ events in the Arab and Central European Leagues is nominated by the FEI Jumping Committee and is appointed by the OC.

12. This responsibility obliges the Foreign Judge:
 - To inform himself through the Organizing Committee with regard to the arrangements made for Chefs d'Equipe, athletes and grooms, in conformity with the general conditions of the Schedule.
 - To take the greatest care to ensure that the prizes, including special prizes, are distributed according to the General Regulations.
13. The Foreign Judge will inform the Organizing Committee if possible in the presence of the President of the Jury, of any criticisms and suggestions for improvement which he considers valid.
14. The Foreign Judge may never carry out duties of a purely national nature (for example trainer, Chef de Mission, etc.) during the same Show.
15. He is not qualified to intervene directly in the duties of the Course Designer but certainly may intervene, if necessary, in the duties of the President of the Ground Jury when they are walking the course.

16. With the authorization of the President of the Ground Jury, the Foreign Judge may come in direct contact with the Course Designer. However, in case of a difference of opinion, he must refer to the President of the Ground Jury, who will make the final decision.

Article 4

TECHNICAL DELEGATE AND COURSE DESIGNER

TECHNICAL DELEGATE

1. The powers and duties of the Technical Delegate are specified in the General Regulations and are set out in more detail in the specific Chapter of the present Memorandum.
2. When no Technical Delegate is appointed the President of the Ground Jury takes over his duties and responsibilities.

COURSE DESIGNER

The powers and duties of the Course Designer are specified in the General Regulation and are set out in more details in the specific Chapter of the present Memorandum.

Article 5

WATER JUMP JUDGE

1. The water jump Judge has full power of decision. For this reason he must be a Member of the Ground Jury in conformity with the Rules for Jumping Events.
2. He must be appointed to the specific position as "water jump judge" by the President of the Ground Jury.
3. Neither the Foreign Technical Delegate nor the Course Designer or any of his assistants may carry out the duties of the water jump Judge.
4. The water jump Judge must be visible to the Ground Jury. He must, if possible, place himself in such a position as to have the best possible view of the lath marking the landing side of the water jump (in line with the lath on the landing side) in order to enable him judge this obstacle.
5. He has the duty of signaling to the Jury, the faults committed and registering them on the start list. When no fault is committed, no signal has to be given. The various faults made must be communicated separately.
6. The water jump judge must record on a starting list the result of each athlete over the water. He must also save and mark with the horse's number every piece of plasticine with an impact of any kind. If a mark is left on the plasticine on the landing side, the piece with the mark must be taken out, marked with the number of the horse and saved as evidence.

Article 6

CHIEF STEWARD AND STEWARDS

1. A Chief Steward (Article 147) must be appointed for all international events. An appropriate number of Assistant Stewards must be appointed under his authority. All have to wear distinctive badges or armbands mentioning "FEI-Steward" when on duty. They have free access to all places at the event.

The Chief Steward must be an experienced person in the field of Show Jumping and should speak one or both of the two official languages of the FEI. His name must be mentioned in the FEI Directory under list of stewards. His authority is to be respected by athletes, grooms, Chefs d'Equipe, trainers and owners. He will report all irregular incidents to the President of the Ground Jury.

The Chief Steward will be a member of the Organizing Committee. He should be consulted when the Event is being organized in matters concerning, security, and especially control of schooling areas, exercising of horses etc. He must be invited to all Technical Meetings and is responsible for informing and instructing his assistants. It is recommended that he is placed responsible for the officer in charge of stabling and also for the officer responsible for calling athletes to the start. He operates in close contact with the Ground Jury, the Course Designer and the Veterinary Commission/Delegate during the whole Event. He should always be reachable through an appropriate communication system.

2. A sufficient number of Stewards must be appointed to control the stables, exercise and schooling areas, in order to ensure that a 24 hour surveillance of these areas is maintained. Surveillance will be carried out not only when competitions are in progress but also during the period laid down on an established time table for the exercise of horses.
3. Because of the importance of their duties, all Stewards must be persons with a profound knowledge in the matter of the training of horses, possessing the required qualifications within the framework of the General Regulations. They must be conversant with the conditions laid down in the Rules for Jumping Events concerning the abuse of horses and the materials to be used in the exercise and schooling areas.
4. Their duty is to ensure that the requirements of these Regulations and Rules are strictly adhered to, and to report any infringements of these requirements through the Chief Steward to the President of the Ground Jury.
5. During the night the exercise and schooling areas must be closed and the obstacles must be removed.
6. A diagram illustrating the correct and incorrect ways of building obstacles in the schooling area forms Annex I, Chapter 1. Special documentation on the Stewards' various tasks is also available on the FEI web-site www.fei.org.
7. For the whole duration of the event, a program must be made showing name by name, how and when schooling areas, main arena and other areas

accessible by athletes and horses are to be used. This program must be distributed to all Chefs', athletes and officials.

Article 7

STEWARDS AT THE OBSTACLES, THE START AND THE FINISH

1. The duty of the Stewards at the obstacles is to collaborate with the Ground Jury by signaling with flags the faults made at the obstacles not visible from the Jury Box.
2. They must possess a sound knowledge of the Rules for Jumping Events.
3. Their placing at obstacles is determined by the President of the Competition and they may not move from that point, in order not to risk impeding a horse on its approach to the obstacle or during its round.
4. If the crossing of the starting and/or finishing line by the athlete cannot be clearly judged from the Ground Jury box, two stewards, one at the starting line and one at the finishing line, must be placed at these lines to signal exactly the crossing of the line by the horse with the athlete. The time taken by the athletes to complete the round is to be registered at the Ground Jury box.

Article 8

CHECK LISTS FOR THE PRESIDENT OF THE GROUND JURY, PRESIDENT OF THE COMPETITION AND THE FOREIGN JUDGE

1. President of the Ground Jury

Several weeks before the Event.

Cooperate with the Organizing Committee to:

- Draw up the Schedule.
- Appoint the Members of the Ground Jury and establish a working plan for the Ground Jury.
- Give advice on matters of organisation, time-table of competitions, etc.
- Contact the Course Designer.
- Check the Schedule after approval and any comments by the FEI.
- Determine in agreement with the President of the Veterinary Commission or the Veterinary Delegate the time for the inspection and re-inspection of horses. Make sure this place is properly equipped (tables, chairs, boxes, etc) and appoint the necessary secretaries.

Before the Event begins:

- Contact the Show secretariat, the secretary of the Jury, the commentator, the medical officer and the time-keepers as well as the blacksmith.
- Contact the Foreign Judge and Members of the Ground Jury, the President of the Appeal Committee, the President of the Veterinary Commission or the Veterinary Delegate, the Foreign Veterinary Delegate, as the case may be.
- Check the Program, the list of participants (athletes and horses), starting order for different competitions and course plans. Make sure the rules regarding invitations are followed.
- Attend the technical meetings and give advice.
- Check the amounts and division of prize money.
- Check the various areas of responsibility of the Chief Steward and his assistants.
- Check the ground of the competition arena and of the exercise and schooling areas.
- Assume the task of the Technical Delegate, if one has not been appointed.

Before the competition:

- Inspect the course with the Foreign Judge, the Foreign Technical Delegate and the Course Designer.
- Check the working of the bell, the spare bell and timing, communications between the Jury and starter, Jury and Course Designer, etc.
- Handle any request for change of starting order or substitution of horses.
- Choose with the President of the Veterinary Commission, or the Veterinary Delegate and if appropriate the MCP, the method for selecting horses to be tested under the "Standard Sampling Procedure for Banned Substances".
- Deal with all other problems which arise.

During the competition:

- Receive any objections, during or after the competition. Consult the Members of the Ground Jury and respond as quickly as possible.
- Observe the work of the other Members of the Ground Jury.

After the competition:

- Give a ruling on any objections received, during or after the competition, after dealing with the objection according to the Ground Jury.

After the Show:

- Make proposals for improvement to the Organising Committee.
- When sanctions have been imposed the Foreign Judge must be clearly informed of the situation and given a copy of the written statement outlining the sanction. The Foreign Judge will send a report to the Secretary General of the FEI.

2. President of the competition

Before the competition:

- Control the course plans and walk the course. Make sure correct plans are posted.
- Check the visibility of the obstacles from the Jury Box and instruct the Stewards at the obstacles.
- Appoint the Water-Jump Judge(s) if not already decided through the rotation plan.
- Check the dress of the athletes when they are walking the course with assistance of the Chief Steward.
- Provide the Members of the Jury with a list of their jobs and positions.
- Brief the secretary of the Jury, the time-keepers and the commentator.
- Receive list of starters.
- Check the time allowed against the length of the course and the prescribed speed.

During the competition:

- Check the starting order.
- Judge (bell and stopping and restarting the clock).
- Check the performance of the secretary of the Ground Jury.
- Check the dress of the athletes, bridles, bits and whips with the assistance of Chief Steward.
- Control the progress of the competition so that it follows the daily time-table.
- Check the commentator and the announcements made.

After the competition:

- Check the classification.
- Check the dress and the behavior of athletes during the prize giving ceremony.

3. Foreign Judge

Before the Show:

- Confirm the invitation in writing and ask for the Schedule.
- Study the Schedule and raise questions on points which are not clear.
- Advise date of arrival and means of transport.

On arrival at the Show:

- Establish contact with the Organising Committee (President, Secretary, etc.), with the President of the Jury and through him with other Officials (especially Veterinary Commission /Veterinary Delegate, Appeal Committee, Chief Steward).
- Compare the Program with the Schedule.
- Visit, with the President of the Ground Jury, the arena, the exercise and schooling areas, the stables etc.
- Inspect the accommodation for the athletes, grooms, as well as sanitary conditions (toilets, showers for grooms) and all other installations, (stables etc.)
- Check that the transportation arrangements for the foreigners are available and sufficient.
- Check the conformity of the prizes announced in the Programme against those fixed in the Schedule.
- Attend the technical meetings.
- Check the entries of the athletes and horses (Master list) especially with regard to invitations.
- Arrange a meeting with the Chef's to get their opinion on the show.

Before each competition:

- Satisfy himself about the good organization of the Ground Jury.
- Inspect the course with the President of the Jury and the Course Designer (possibly the Foreign Technical Delegate).
- Stay in close contact with the President of the Ground Jury to deal with all questions concerning the competition.

During the competition:

- Ensure that the FEI Regulations and Rules are complied with.
- Observe the actions of the Jury and act as judge when so required by the President's rotation plan.
- Check the recording of the results.

- Check the list of results and the prizes distributed.
- Ensure that the FEI languages are complied with, particularly by the commentator.

After each competition:

- Check the accuracy of the recorded results.

After the Show:

- Make sure that all administrative problems concerning the foreign athletes have been dealt with.
- Give his impressions to the President of the Organizing Committee on the Show and if necessary make proposals for improvement.
- Draw up the report and send it to the Secretary General of the FEI; give a copy of the report to the OC and the President of Ground Jury

Article 9

LIAISON AND COMMUNICATIONS BETWEEN THE OFFICIALS

1. The Ground Jury must constantly be in touch with:

- The Foreign Technical Delegate (if there is one) and the Course Designer.
- The person in charge of the entrance of the horses to the arena.
- The water jump Judge.
- The Chief Steward and the Stewards of the exercise and schooling areas.
- The secretariat of the Organizing Committee.
- The Veterinary Delegate or the President of the Veterinary Commission and the Foreign Veterinary Delegate.

Possible methods:

- Radio (and not the loud speaker which should only be used in case of an emergency).
- Telephone.
- Flags and turning discs.
- Courier.

Article 10

APPEAL COMMITTEE

The Appeal Committee is an essential organ for the well running of an event. It plays a role of great importance. It must work in close collaboration with the Ground Jury and especially the President of the Ground Jury and the President of the Veterinary Commission/Delegate.

The OC of a CSI 1* to 3* event can decide that an Appeal Committee is not necessary. At that moment the most of the duties of the Appeal Committee are taken over by the Ground Jury and FJ.

The tasks of the Appeal Committee are the following:

- To deal with all appeals against a decision by the Ground Jury, made within the prescribed time limit, and according to the procedure as laid down in the General Regulations. So for example there is not appeal possible :
 - Where the question was what in fact happened during a competition or where marks are awarded for performance. Not exhaustive examples are; obstacle knocked down, horse was disobedient, horse refused at an obstacle or knocked it down while jumping, athlete and/or horse has fallen, the time taken for the round, an obstacle is jumped within the time limit etc.
 - Elimination of horse for veterinary reasons.
 - Imposition of a warning.
 - Immediate disqualification during a competition.
- To handle all objections referred to it by the Ground Jury when no decision has been taken by the Ground Jury.

Composition of the Appeal Committee:

- The president, preferably, or one of the Members must be or have been an International Judge (not a candidate) with a large experience of International Events, as well the Veterinary Regulations.
- One Member should have good knowledge of legal matters.

Actions by the Appeal Committee:

- After an appropriate enquiry and after having heard the contending parties, it has to impose all sanctions within the framework of the General Regulations and the Rules for Show Jumping. Where more important sanctions are deemed to be justified, it must inform the Secretary General, within the limit prescribed by the General Regulations.
- Notwithstanding any provision to the contrary, protests against any of the following matters may only be lodged with the Ground Jury and within the following time limits, and a decision by the Ground Jury in these matters is a prerequisite to a right of appeal to the Appeal Committee :

- Protests concerning the eligibility of a athlete or horse or to the conditions of the arena : not later than 30 minutes before the start of the relevant competition;
 - Protests concerning an obstacle, or the plan or length of the course: not later than 15 minutes before the start of the competition;
 - Protests concerning irregularities or incidents during a competition, or the classification of a competition: not later than 30 minutes after the announcement of the results.
- To deal with all complaints lodged during the event, in accordance with GR Art. 167.

After an appropriate enquiry and after having heard the contending parties, it has the power to impose all sanctions within the framework of the General Regulations. Where more important sanctions are deemed to be justified, it must inform the Secretary General of them, within the time limit prescribed by the General Regulations.

Veterinary matters referred to the Appeal Committee (refer to the current Veterinary Regulations on the FEI website:

<http://www.fei.org/Rules/Veterinary/Pages/Default.aspx>

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In veterinary matters, on the basis of a report established by the President of the Veterinary Commission/ Delegate, the Appeal Committee has authority:

- Either to withhold authority for a horse to compete, where:
 - it cannot be adequately identified on the basis of its passport;
 - its vaccinations are not properly recorded in its passport; it does not have a passport.
- Or to impose a fine, in accordance with the General Regulations, where the passport is not correctly compliant.

The following scheme of warning and sanctions for passport irregularities has to be implemented:

Equine Influenza Vaccination (Veterinary Regulations, Annex II, VI) :

If following a report of the Veterinary Commission/Delegate it is found that the equine influenza vaccination entries in the passport are not in accordance with the current regulations, then the horse should not be allowed to compete. However, if the irregularity is comparatively minor (e.g. vaccinations no more than 28 days overdue), the Appeal Committee is advised to impose on the Person Responsible a fine of up to CHF 500.--, depending on the gravity of the irregularity and the Person Responsible's degree of culpability. The Ground Jury has the responsibility of deciding whether the horse may compete on advice of the Veterinary Official.

- Sanctions
as from 1 January 2006 a system of fines is being imposed by the Appeal Committee/Ground Jury

- - for failure to comply with 6-month booster vaccination prior to event arrival.
- - Less than one week after the 3-week vaccination window: CHF 200
- - Less than two weeks after the 3-week vaccination window: CHF 300
- - Less than four weeks after the 3-week vaccination window: CHF 400
- - More than four weeks after the 3-week vaccination window: CHF 500 and cancellation of the horse's participation in the event.
- If there is no evidence of any current vaccination in passport: or if the period at any stage is more than 12 months a maximum penalty of CHF 500 can be imposed. The horse should not be allowed to compete. It must be put in isolation and sent away from the event as soon as possible.
- Provided the current passport contains a statement that the vaccination history of the horse has been checked and found to be correct (for exact wording see VR, Annex XII.I.11), the lack of information available on the primary vaccination course need not lead to a penalty, and a repeat primary course is not required.
- For horses starting vaccinations after 1st January 2005, when the first booster has not been given (6 months +/- 21 days after the second injection of the primary course), the horse should receive a new primary course followed by a booster vaccination 6 months (+/- 21 days) later. A warning should be written down in the passport. The horse may compete providing that it complies with the rules in every other way.
- Any infringements of vaccination dates should be noted on the vaccination page in the passport so that it is not reported again at a future event. Please write in CAPITAL letters; remember that others will be dependent on the information that you have written in the passport. If possible, add a copy of the vaccination page with the infringement to your Vet Report to the FEI.
- Other matters :
 - Duplicate passports or "first" passports issued for older horses :
 - In duplicate passports, a statement that the vaccination status of the horse is sufficient can be used. For the exact wording see the Veterinary Regulations.

Other actions by the Appeal Committee

Identification (Art. 1011.7):

The Appeal Committee should be consulted if a report from the Veterinary Commission/ Delegate indicates that a horse is probably not the horse presented. If this is proved to be correct, such a horse must not be allowed to compete.

Further details:

If, following a report of the Veterinary Commission/Delegate, it is proved that there is omission of important details (ownership, age, sex, colour of horse, etc.) then the Person Responsible should be penalized as provided under Article 169.1-3.

In the case where a fine is imposed:

- A record must be put in the Passport, giving the reasons for the action taken by the Appeal Committee, under the signature of the Veterinary Commission/ Delegate and the countersignature of the President of the Appeal Committee.
- The fine must be recorded in the official reports of the President of the Appeal Committee to the FEI. Upon receipt the FEI invoices the amount due to the person responsible, care of his NF.
- Deposits which are not refunded are retained by the body with which the deposit was originally lodged. All fines are retained by the FEI (GR Art. 166 and 169.9).

When a penalty is imposed, the Appeal Committee has the duty to justify its actions for the benefit of the person incriminated, bearing in mind the circumstances which initiated the penalty.

The Appeal Committee President and at least 2 members must be available throughout the event as defined in Art. 101.5 which corresponds to its period of Jurisdiction. If an objection lodged with the Ground Jury is still pending, the Appeal Committee must be available and has jurisdiction until one hour after the relevant decision of the Ground Jury.

A report on all incidents and penalties imposed must be addressed by the President of the Appeal Committee to the Secretary General of the FEI immediately after the Event.

The Appeal Committee must not lose sight of the fact that it has a very important educative role to play and that, in the decisions it might have to make, it must take fortuitous and exceptional circumstances into account and be guided by the spirit in which the Rules and their requirements were conceived.

Since one member of the Appeal Committee should have knowledge of legal matters, the Appeal Committee, if necessary, should give the Ground Jury advice in matters relating to legal procedure.

All Officials must consult the Chapter in the General Regulations that deals with the responsibilities and duties of the Appeal Committee, including the penalties to be imposed by this body (GR Art. 169).

Article 11

CHECK LIST FOR THE APPEAL COMMITTEE

1. Since some decisions must be made before the beginning of an event by the Appeal Committee, this necessitates that the President or their deputy arrive sufficiently early before the start of the first competition at the Event.
2. Contact the Veterinary Commission/ Delegate in order to become informed and if necessary to take any appropriate steps dealing with the following:

- horse passports (Art. 1010, 1011.3./6./7/10.)
 - refusal or obstruction of sampling (Art. 1019.2./5.)
 - equine influenza vaccination (Art. VI)
 - security of the stabling area
2. Availability during the whole Event to treat violations, appeals, etc.
 3. Observing the competitions.
 4. Attend all technical meetings during the event.

SECTION 3

INTERPRETATIONS OF THE RULES AND DIAGRAMS

Article 200.

5. Competitions must be fair for all athletes. It is therefore essential that strict and detailed rules are established to regulate them. For this reason the rules which follow must be respected, except when the FEI has authorised certain relaxations which are justified by local conditions.

When the rules were written the intention was partly to describe as clearly as possible how actual technical matters are supposed to work, such as how to determine the score under a specific Table or the requirements of certain technical functions such as timing, partly to list and describe things that are not allowed. In quite a number of cases it is not possible to list everything that is not allowed, you have to make some general remarks on what sort of things or situations that are not allowed such as rapping. In these cases it is up to the judge to decide what is allowed and what is not allowed trying to interpret the intentions of the rules.

It is the task of the judge to make sure that the competition is run according to the letter and intention of the rules. In this work the most important object is to make sure that all athletes can compete under equal and fair conditions. It is not unusual that during a competition situations occur that are not directly described in the rules. It is in these situations that common sense and the ability to understand the basic intentions of the rules are required.

Anyone can learn to count knock-downs and refusals. It is not for that reason you have a judge at a competition. The judge is required to get to a fair and sporting decision in those cases where the rules do not directly tell you what to do. The rules are written to cover all competitions from the very small one for pony athletes up to Olympic Games. The judge must be so familiar with his sport that he can apply the rules correctly on all levels. The judge is needed so that athletes on all levels can carry out their sport under fair conditions.

The judge shall always try to carry out his work in such a way that it is the sporting effort that decides the classification. It is never the job of the judge to try to "nail" an athlete.

Most of the time the judge's tasks are of a technical nature. Questions about behaviour, unfair actions or maltreatment of horses are mostly cases for the Appeal Committee but very often it falls directly under the jurisdiction of the Ground Jury. In any case everything that happens on the course is a matter for the judge to deal with. In most of these cases it is not necessary to come to a quick **final** descision, an investigation has to be done and the offence can be of such serious nature that it falls outside the scale of punishments that the judge is authorised to impose. In such cases he must report the incident for further actions.

The offence can also be minor and of such a nature that it does not affect the sports results. Also in these cases the judge can refer the offence to another body.

Elimination is a result of a technical mistake. In some cases the elimination is automatic as listed in the Rules under Art. 240.3. These cases are normally very clear but nevertheless a judge has to be completely certain of his descision in case of elimination because it is never reversible without complications. In the cases under Art.240.4 where it is left to the discretion of the Ground Jury to decide it is even more important to be careful.

In the preamble of the Rules for Jumping Competitions an "official video" is mentioned as a help for the judge to come to a good descision in questionable cases. An "official video" is a recording made either by the OC or by a public TV-broadcasting company. To be "official" it has to be known by the Ground Jury in advance. A private recording made from the stands or elsewhere can never be considered "official".

If an "official video recording" exists the Ground Jury shall consult this recording in unclear or questionable cases, it is to be considered a help for the GJ. The descision on the case rests with the GJ.

For technical reasons it is not possible to time a round by the video recording. A recording can only be used to check the time for the round if the clock is blended into the videopicture.

Preparations.

Usually the judge runs into problems when things do not function the way they should or when athletes or officials have inadequate or incorrect information. To correct a mistake after the fact is normally very difficult without putting someone at an extra advantage or at a disadvantage. The only way to avoid this is to be very throughly prepared.

Once at the show check everything but don't be a "school-teacher". Checking can be very discreet. Make sure course plans are posted where they should be posted, ask the show-office if everything is OK or if they need some assistance, check with the stewards about the ingate and how they call the athletes, check with the OC about TV and how their time schedule looks. If you don't know them well talk to time-keeper and announcer and find out how things work. Do not forget to make sure that safety and security equipment is at hand and that there are people trained to operate them. Talk to OC if there are things in the Schedule you are not

completely clear about. Speak with the Course Designer and agree with him on how you will work this show together.

For the sake of allowing a horse to start when there is an age restriction all horses in the Northern Hemisphere are considered being born on 1 January the year they are born; horses in the Southern Hemisphere are considered being born on 1 August the year they are born.

Article 201 - ARENA

The arena must be enclosed. While a horse is in the arena during a competition, all entrances and exits must be physically closed.

The arena must be physically closed when a horse is in the ring. It can be closed with a bar, a gate or a rope. If for some reason the steward at the in gate has not closed the arena physically a horse with athlete or a loose horse is not allowed to leave the ring, doing so results in elimination. (240.3.18 and 3.19)

Note that the FEI Jumping Department can grant exceptions from the rules about size of arenas.

Article 202.3-4 - PRACTICE OBSTACLE

3. If the schooling (exercise) area(s) are inadequate or cannot be used, a practice obstacle which is not part of the course must be placed in the arena. In all other circumstances facultative or practice obstacles are not allowed in any competition.

4. The obstacle must be a spread obstacle not exceeding 1.40 m in height and 1.60 m in spread or a vertical obstacle not exceeding 1.40 m in height, provided with red and white flags and should not be numbered. These dimensions may not be altered during the course of the competition. Only two attempts at this obstacle are allowed. Jumping or attempting to jump this practice obstacle more than twice entails a fine in addition to the possible disqualification (241.2.3 and 242.1.5). Jumping the practice obstacle in the wrong direction may incur disqualification (241.2.8).

The athlete is allowed 90 seconds maximum to make these attempts, counted from the time the Ground Jury rings the bell. A knock down, refusal or run out count as an attempt. If there is a refusal at the first attempt with a knock down or displacing of the obstacle, this obstacle is to be reset and the athlete is allowed to make a second and final attempt. The time taken to reset the obstacle is neutralised.

The Ground Jury must give the signal to start the round after the athlete has made his attempt(s) or after 90 seconds. After the sound of the bell, the athlete who has attempted only once, is allowed the second attempt but he must cross the starting line in the correct direction within the 45 seconds; failure to do so will start the time of the round (203.1.2).

If this obstacle is placed in the arena in case the practice area is inadequate or impracticable (under no other circumstances practice obstacles or facultative obstacles are allowed), the athlete may attempt not more than twice to jump the practice jump; knock downs, refusals and run outs count as attempts. If at the first

attempt there is a knock down as the result of a refusal, the obstacle must be rebuilt and the athlete is allowed to make a second attempt. The athlete has maximum 90 sec to make the two attempts after the bell has been rung. The bell must be rung again to give the signal to start and to start the 45 sec count-down.

The athletes must always be given the opportunity to walk the course before the second round if it is a competition in two rounds with different courses.

Article 203 Bell

1.2. to give the signal to start and to activate a 45 seconds countdown shown in the time equipment in the scoreboard or in another display beside the arena.

The 45 seconds countdown sets the time that the athlete can spare before commencing his round. The Ground Jury has the right to interrupt the 45-second countdown if unforeseen circumstances occur. Disobediences, falls, etc., occurring between the signal to start and the moment the athlete crosses the starting line in the correct direction, are not penalized.

After the bell has rung, crossing the starting line in the correct direction for a second time before jumping the first obstacle is counted as a disobedience. However, under special circumstances, the Ground Jury has the right not to activate the start or to cancel the starting procedure, give a new signal to start and restart the count-down.

The bell is used to communicate with the athlete primarily at the start and to stop the round for some reason. The judge at the bell must always have the athlete in sight so the bell is not rung at the "wrong" moment. This is most important at the start since the athlete is only allowed to cross the starting line in the correct direction once after the bell has been rung. The judge must not ring the bell just when the athlete is about to cross the starting line. However, if the judge sees that the athlete intends to start and he has not yet rung the bell, he should do so to avoid having to eliminate the athlete for starting without having got the signal.

If the athlete has a refusal (makes an attempt to jump) at the first obstacle, after passing the starting line, he may cross the starting line again to make a second attempt without being eliminated.

Sometimes, especially but not exclusively at indoor shows, it is difficult for the athlete to avoid passing the start line, to get in a good position to start, if the bell has been rung immediately he entered the ring. In these cases, and possibly also in some other cases, when it is obvious that the athlete has no intention at all to start his round the judge must give him the "benefit of doubt" and allow a second passing of the start line.

If an athlete passes the starting line in the correct direction, attempts to jump the first obstacle but has a refusal. He is penalized for that refusal in the normal way. If at the second attempt he passes the starting line again in the correct direction he is NOT penalized for that. The correct passing of the starting line indicates that the round has started.

Art. 204.3

Once the competition has started, only the Ground Jury, in consultation with the Course Designer and the Technical Delegate, if present, may decide that a gross error has been committed in the measurement of the course. This may be done after the third athlete who has completed the course without a fall or disobedience or any other interruption and before the next athlete has started. In this case, the Ground Jury has the option to alter the time allowed. The score of the athletes who have jumped the course before the time was altered will then be adjusted accordingly.

This paragraph is not meant as an 'invitation' to the Course Designer (CD) to simply put a time allowed on the course plan, without measuring the length of the course carefully before a competition/round starts. The CD should measure the length of the course in practice (not by computer only) with the greatest precision, at least once to make sure the scale of the computer program is correct (art. 227). For GP and Championships even greater concern must be given to the measuring of the course.

Only in case the Ground Jury (GJ) feels something is seriously wrong as far as the time allowed is concerned, i.e. because it appears a significant error has been made while measuring the course, the GJ is required to take action. This must be done at the latest after the third athlete, jumping the round without any interruption, has finished the course. However, this may be done at an earlier stage as well.

In order to simplify the communication and to speed up the decision making process upon this subject, it has proven to be helpful when the course designer is present in the jury box during the rounds of the first athletes of the competition/round. A technically correct decision requires the ability of those involved, to judge whether or not the first athletes have chosen a 'normal' track, considering the nature of the course and – even more important – if they have made up to the speed required (schedule) in the first place.

Changing the time allowed for a competition should not be or become common practice; consequently a reluctant approach in this respect is recommended in general. Experience has shown that – providing the GJ is convinced the CD has made a serious effort to establish the length of the course correctly – only in exceptional circumstances the time allowed should be varied, either by decreasing or by increasing it, as circumstances so dictate. However, it should not be forgotten in this respect that the first athlete(s) has/have jumped his/their round, based upon their perception of the initial time allowed; the addition of time penalties to previous results in hindsight, as a result of decreasing the time allowed, should therefore be avoided.

Article 204.7 START OF ROUND AND START OF TIME

The round starts when the athlete crosses for the first time in the correct direction the starting line after the bell has been rung. The time awarded to the athlete starts running either upon crossing the starting line or upon expiration of the 45th second of the countdown mentioned in Article 203.1.2, whichever occurs first.

Example: The judge has rung the bell and the athlete crosses the starting line in the wrong direction then re-crosses the starting line in the proper direction.

No faults are awarded. When the athlete crosses the starting line the first time, the round has not yet begun. The clock must be started when he crosses the starting line the first time in the right direction or when the count-down gets to zero.

Article 207.1 FLAGS

Completely red flags and completely white flags must be used to mark the following details of the course.

Flags can be substituted with bands or the top of the jump standards painted red.

Article 207.1.2 KNOCKING DOWN THE SUPPORTING WING OF AN OBSTACLE

Knocking down of a wing supporting an obstacle which is sited outside the flags does not count as a fault.

Knocking down a supporting element is only penalized when the supporting element is inside the flags defining the limits of the obstacle, even if the supporting element is arrested in its fall by an element not forming part of the obstacle. (Art. 216.1.1.) In cases where it is not possible to place the flags exactly at the limits of an obstacle, the limits of the obstacle in this situation will be defined by the Ground Jury.

Article 207.4 RUN OUT AT THE FINISHING LINE OR AT A COMPULSORY TURNING POINT WITH KNOCK DOWN OR DISPLACEMENT OF A FLAG

The bell is not to be rung and the clock must not be stopped while the flag is replaced. The same is valid if the refusal or run-out is at an obstacle. If the only thing dislodged is the flag no signal must be given. The athlete just makes a new attempt. Before the start of the next athlete the obstacle, turning-point or finishing line must be rebuilt.

Fault as for a disobedience.

Article 207.5 KNOCKING DOWN A FLAG AS A RESULT OF A DISOBEDIENCE AT NATURAL OBSTACLE OR WATER-JUMP

However, if a flag defining the limits of the water jump or of a natural obstacle has been knocked down following a disobedience or as a result of unforeseen circumstances and in all cases where the nature of the obstacle is changed by knocking down the flag, (211.8) the Ground Jury will interrupt the round of the athlete. The clock must be stopped while the flag is replaced and a time correction of 6 (six) seconds will be applied in accordance with the procedure provided for in article 232.

If the knocked down flag is at a water jump or a natural obstacle the judge must stop the round and have the flag replaced so that the nature of the obstacle is

restored. The mistake is penalized as for a disobedience and time corrections are added.

Sometimes walls are made without any specific "tower" on the sides of the wall. The GJ must then pay special attention so that when a horse jumps all four legs are on the correct side of the flag. Try to influence the CD not to use too short flags. The flags should be clearly higher than the highest point of the wall.

Article 208 Obstacles

Subject to the provisions of article 136.3 a sponsored obstacle is any obstacle inside the flags of which there is advertising material or a sponsors product or representation of a product. If advertising material or product on the wing of an obstacle is more than 0,5m², the obstacle is also considered to be a sponsored obstacle. No more than 30%, rounded up to the next whole number of the efforts may be sponsored obstacles.

This present rule applies for World and Continental Championships and World Cup Final. The Technical Delegate must approve the design and construction of all obstacles with regard to safety and technical suitability.

In agreement with the Chairman of the Jumping Committee, the FEI Sports Director, FEI Commercial Director and the FEI Director Jumping the number of sponsored efforts may be increased up to 50%.

It should be noticed that sponsored obstacles, as referred to in Art 135, also includes display of products, not only advertising boards.

The restrictions on height and spread must be respected although physical conditions must also be taken into account. In the very top competitions it's possible to exceed the limits set but only by a couple of centimetres.

Note what is prescribed regarding the depths of cups and how different cups can be used with various types of poles, planks and gates (see section on fence material).

Article 209 and 217.1. - KNOCK DOWN OF THE TOP BRICK OF THE WALL

An obstacle whatever its construction can only be called vertical when all the parts of which it is composed are positioned in the same vertical plane on the take-off side without any rail, hedge, bank or ditch in front of it.

If the knock down of the top brick of the wall below the pole is a fault or not depends on how the pole is placed in relation to the wall. Only when the pole is actually placed at the **front edge** of the bricks is a knock down of the bricks not regarded as a fault. In all other cases where there is not a true vertical front knocking down the bricks will constitute a fault.

In any case, the President of the Jury/Competition must determine, when inspecting the course, if the knock down of the top brick of the wall must be penalized or not. In cases like this the Jury should consult the CD.

Article 211 WATER JUMP

The judge at the water must be a member of the Ground Jury. His decision is final. However he must keep a protocol of all the jumps over the water indicating his calling on every horse. Apart from touching the water any mark on the landing side lath made by the horse is a fault. The judge must take out the piece of the lath with the mark; put the horse number on it and save it at least till 30 min after the announcement of the results of the class.

It is essential that a proper record is kept and that there are means of communications between the Jury Box and the Water Judge.

The use of a video-camera, even if it is mounted at the Water jump is to be considered as technical assistance to the Water Jump Judge but he is still the one who makes the final call.

Poles may be used over the water at the maximum height of 150 cm. Safety cups must be used and in this case no lath should be used on the take-off or landing side. If the CD likes to use a lath and it is accepted by the GJ President any imprint on this lath is not a fault. The lath is there purely for practice reasons. Please note that this is valid only for water with poles, NOT OPEN WATER.

At the take-off side a brush, hedge or small gate is normally used (min 40cm and max 50cm). Take-off lath may only be used at certain traditional competitions (Derby in Hamburg and Hickstead). The Ground Jury must give its permission also in these cases.

- A horse which puts its foot or feet on the take off rail or hedge of the water jump but jumps correctly without touching the water or the landing lath is not penalized.
- A horse which when jumping the water jump grazes the water with its shoe is penalized for a foot in the water.
- If an athlete jumps the water jump and knocks down one of the flags at the end of the landing lath of the water jump the Judge must determine whether he has passed inside that flag. If this is so the athlete has jumped correctly and must continue his round (Article 207.4. and 5.). If the horse has passed outside the flag the bell must be rung to interrupt the round, and the athlete must jump the water again after the flag has been replaced.

Penalty as for a run out + 6 seconds time correction.

- If a horse while jumping the water jump steps on the ground or the flowers which borders the right hand side or the left hand side of the jump, the athlete is penalized as for a foot in the water jump according to the table used.

Article 212 - COMBINATION OBSTACLES

1. Double, treble or higher combinations mean a group of two or more obstacles, with distances between the elements of 7 m minimum and 12 m maximum (except for Hunting or Speed and Handiness competitions judged under Table C and for permanent fixed obstacles where the distance may be less than 7 m) which require two or more successive

efforts. The distance is measured from the base of the obstacle on the landing side to the base of the next obstacle on the take-off side.

There are more detailed recommendations given in the Memorandum under the sections for CD's on distances in combinations.

Article 214 CLOSED COMBINATIONS, PARTIALLY CLOSED AND PARTIALLY OPEN COMBINATIONS

-
- 1. A combination is considered to be completely closed, if the sides which surround it can only be surmounted by jumping.***
 - 2. A closed combination may be in the form of an in-and-out, sheep pen, (square or hexagonal) or any similar obstacle considered as a closed combination by decision of the Ground Jury. A combination is considered as partially open and partially closed if one part of this combination is open and the other closed. In the event of a refusal, run-out, the following procedure applies (219):***
-

The Jury must decide and indicate on the course plan before the competition if a combination is to be considered as closed or partially closed. In the absence of such indication, the combination must be considered open (Article 214.4.).

Knock-downs are penalized in closed combinations in the same way as in open combinations. Resistance and run-outs are handled differently.

If inside the closed combination the athlete resumes the round from where he was in the combination. Leaving the combination in any other way than the one indicated by flags results in elimination.

If the refusal occurs at the open part of a combination the refusal is handled in the same way as in normal combinations. The athlete has to retake the whole combination, also the closed parts that were cleared.

If there is a refusal with a knock-down in the closed part that was jumped the judge must ring the bell, add 6 seconds and let the athlete resume when the obstacle is rebuilt.

3.A Partially closed combination: It is open between 8A and 8B, but it is closed between 8B and 8C. The athlete runs out between 8A and 8B and is penalized as for a disobedience. He must re-jump 8A (Article 212.4.).

The athlete runs out between 8B and 8C and is penalized by elimination (Article 214.2.).

3.B Partially closed combination: open between 8B and C, refusal at 8B: penalty as for a disobedience, 8B is to be retaken (Article 214.2.).

3.C Partially closed combination: open between 8A and 8B, refusal at 8C: penalty as for a disobedience. 8C is to be retaken (Article 214.2.).

3.D Partially closed combination: open between 8B and 8C, refusal at 8C: penalty as for a disobedience, 8A, B, C is to be retaken (Article 212.4.).

Article 215 Alternative obstacles and Joker

If the athlete has a refusal without a knock-down at an alternative obstacle he may jump the obstacle of his choice for the second attempt. If the refusal is with a knock-down, the bell is rung and the obstacle is rebuilt. After the bell the athlete may still jump the obstacle of his choice but he will have the time correction of 6 seconds.

Article 216 PENALTIES

During a round, penalties are incurred for:

- 1. Knocking down an obstacle (217) and a foot in the water or any imprint on the lath defining the limits of the water jump on the landing side;***
 - 2. A disobedience (219);***
 - 3. A deviation from the course (220);***
 - 4. A fall of a horse and/or athlete (224);***
 - 5. Unauthorised assistance (225);***
 - 6. Exceeding the time allowed or the time limit (227; 228).***
-

The number of penalties per infringement is laid down in Articles 238 and 239 depending on the Table used.

Fall of athlete and/or horse always leads to elimination.

A deviation from the course also leads to elimination if not corrected before jumping the next obstacle or passing the finishing line. If corrected it is penalized as for a disobedience.

Elimination after "unauthorized assistance" is left to the discretion of the GJ.

Article 217 KNOCK-DOWN

1. While jumping, the horse has hit the pole. The pole has not fallen to the ground but is arrested by an element of the obstacle.



Penalty as for a knock down (Article 217.1.1.).

2. After the jump, one of the ends of the pole has been dislodged from its support while still resting on it.



No penalty (Article 217.1.2.). This is valid even if the pole has not fallen due to defect material or defect construction of the obstacle. If the pole or part of the pole still rests on its support or part of the support no penalty should be given. The Ground Jury should check for poorly constructed obstacles or defective material when they walk the course before the competition.



1. Obstacle struck when jumping.

If the obstacle struck by the horse or athlete when jumping it falls after the athlete has crossed the finishing line it is still a fault. The judge must be sure that it falls as a result of being struck and not for any other reason such as wind. If in doubt the benefit of doubt has to be given to the athlete.

If this obstacle is the last of the course (single or element of a combination) and falls (or even starts to fall) after the athlete has crossed the finishing line but before leaving the arena: penalty as for a knock down.

4. Arresting of a falling part of an obstacle

If, through a fault of the athlete or of the horse, any part of the top element of the same vertical plane is displaced and seems to have been arrested in its fall by another part of the obstacle, the President of the Jury shall act as follows:

At the end of an athlete's round he will ask the Course Designer to displace the element which appears to be arresting the obstacle in its fall.

Penalty: If the obstacle or part of the obstacle does not fall, no penalty awarded. If it does fall - as for a knock down.

In cases of doubt, the Jury must decide in favour of the athlete (Article 217.2.).

5. Passing through a demolished obstacle

If during the round an athlete passes through an obstacle which is demolished, he is not eliminated unless the obstacle is demolished by the athlete himself and he has not got the bell to continue his round. Passing over a demolished obstacle, demolished by the athlete himself earlier during the round, is not a fault.

6. Other examples of choosing the track between obstacles

Passing over or through a flower bed used as decoration on the course is no fault.

Passing over a bank with no flags on it in any direction and not crossed out is also no fault.

Passing over a bank with flags but passing at a straight angle to the flagged way over the bank is also no fault.

Passing through an oxer between the two red and the two white flags is also no fault.

Passing over the sloping part of a bank is no fault.

Between two consecutive obstacles the athlete has a free choice of the track providing it is not marked on the course plan or no compulsory turning points are included.

Article 218.1. OBSTACLES COMPOSED OF ELEMENTS IN THE SAME VERTICAL PLANE

At a vertical obstacle only the top element in one vertical plane incurs a penalty when falling.

Example: In jumping the oxer, the horse knocks down the hedge placed in the middle of the obstacle, without knocking down the top pole of the vertical (1) and/or the pole over the second part of this obstacle (2).

Knocking down filling or decoration material is never a fault, in case of doubt whether material used in an obstacle is part of the obstacle or decoration a clarification has to be made by the President of the Ground Jury when inspecting the course.

It is never to be recommended that filling or decorative material is put inside the oxer.

Article 218.2.

If part of an obstacle is composed of several elements sited in the same vertical plane it is only considered a fault when the top element in each vertical plane falls from one or both of its end supports.

Article 219 DISOBEDIENCES

There are 4 different options which fall under this term:

-
- 1.1 A refusal,**
 - 1.2 a run-out,**
 - 1.3 a resistance and**
 - 1.4 A more or less regular circle or group of circles no matter where they occur on the course or for whatever reason. It is also a disobedience to circle around the last obstacle jumped unless the track of the course so requires.**

Notwithstanding the above, the following is not considered to be a disobedience: Circling up to 45 seconds after a run out or a refusal (no matter if the obstacle has to be rebuilt or not) to get into position and to jump an obstacle.

Article 221.1.1 REFUSAL

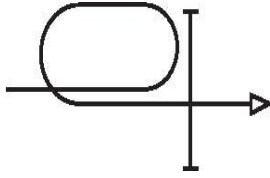
During every competition there are refusals, but the judge should be careful not to ring the bell too quickly, if the horse stops very close in front of the obstacle, because sometimes the horse jumps immediately after a very short halt – this will not be penalized.

The judge at the bell has to be quick in stopping the time and ringing the bell, if the obstacle is displaced - if he is not quick enough, it will cost additional time penalties for the athlete. Therefore the judges must have the athlete in sight the whole time he is in the course.

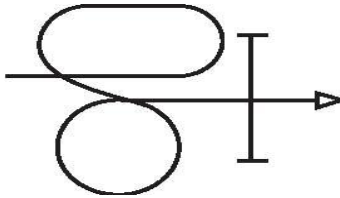
221.4. If a horse slides through an obstacle, the judge in charge of the bell must decide immediately if it is to count as a refusal or as an obstacle knocked down. If he decides that it is a refusal the bell is rung at once and the athlete must be ready to attempt the obstacle again as soon as it has been rebuilt. (232, 233)

Nevertheless the athlete has up to 45 seconds after the bell has been rung to jump this obstacle. For the sake of the smooth running of the competition it is usually better to judge as an obstacle knocked down than as a refusal. It takes more time to stop and rebuild than to just continue and rebuild afterwards. The same penalty is awarded for the knock-down and the refusal so it is better for the athlete if he can just continue.

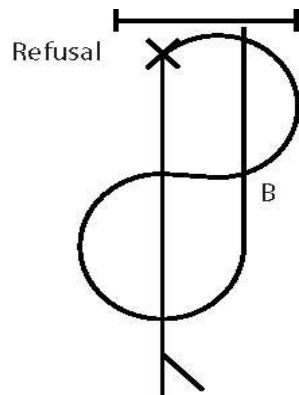
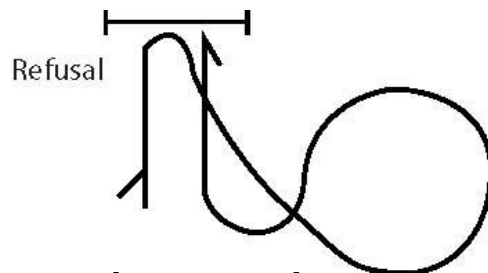
Examples: Refusal



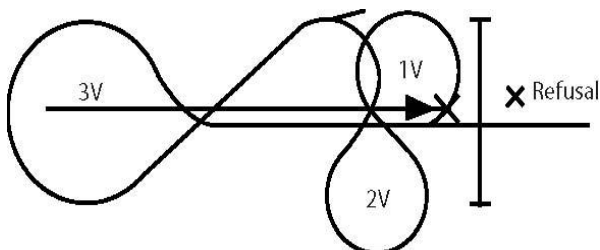
Refusal at the obstacle:
4 points

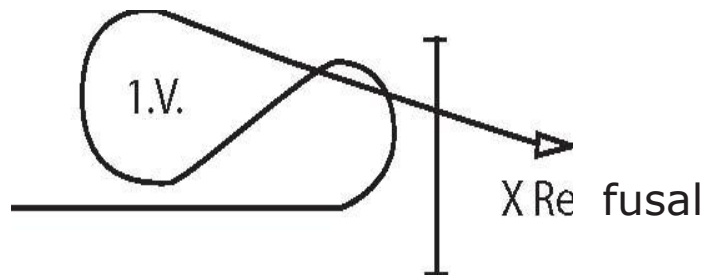


Refusal at the obstacle and an
additional circle before
proceeding to the obstacle.
Penalized only for one refusal:
4 points



All these examples are refusals without
knocking down the obstacle. After the
refusal, which gives the penalty for only
one refusal, all courses are correct.





The following is not considered to be a disobedience:

Art. 219.2.1 Circling for up to 45 seconds after a run out or a refusal (no matter if the obstacle has to be rebuilt or not) to get into position and to jump an obstacle.

But in any case the athlete has to jump the obstacle within 45 seconds otherwise he will be eliminated. Art.240.3.5

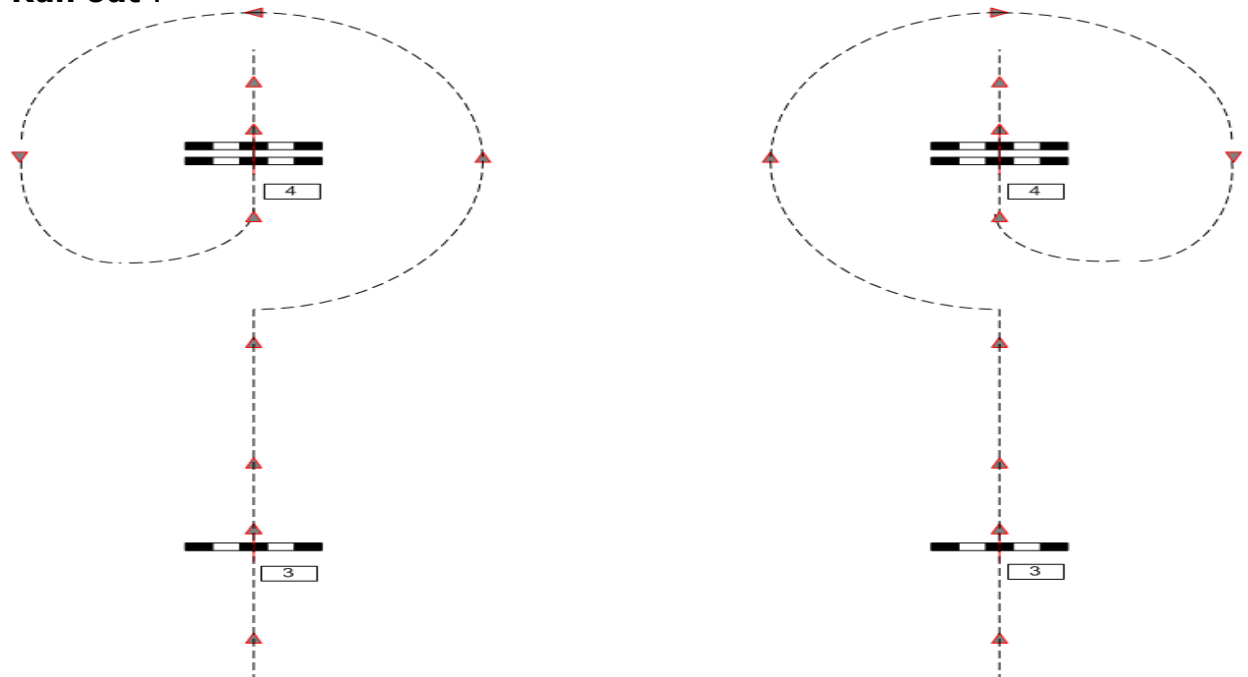
Article 222 RUN-OUT

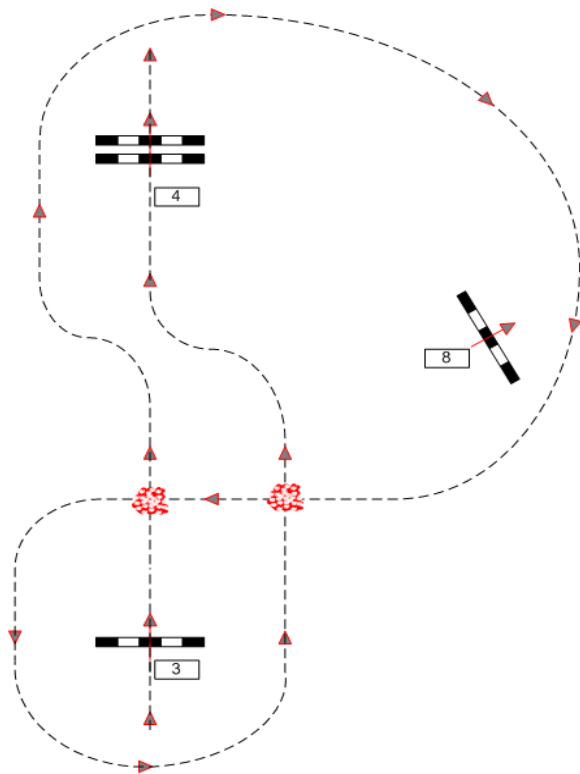
There are three different options which fall under this term:

Article 222.1 It is a run out when the horse escapes the control of its athlete and avoids an obstacle, which it has to jump or a compulsory turning point, which it has to pass.

The judge has to decide if the athlete has a run-out, that means he wants to jump the obstacle but the horse escapes the control of its athlete and runs out of the line – that means 4 penalties!

Run out :





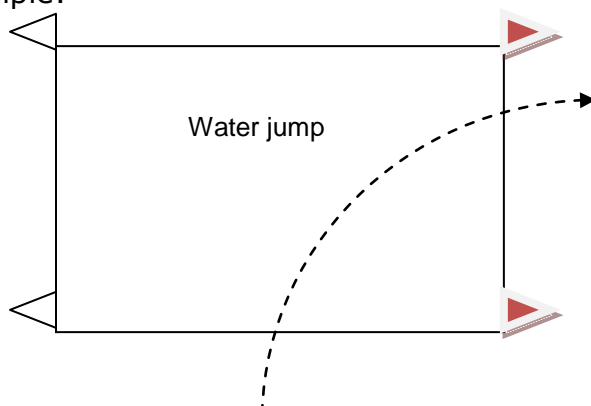
Article 219.1.2 Penalized as for a run out!

Article 219.2.1 circling up to 45 seconds after a run-out or a refusal is not considered to be a disobedience.

Article 222.2

It is considered to be a run-out when a horse jumps an obstacle between two red flags or between two white flags. The obstacle has not been jumped correctly; the athlete is penalized as for a run-out and he must jump the obstacle again correctly.

Example:

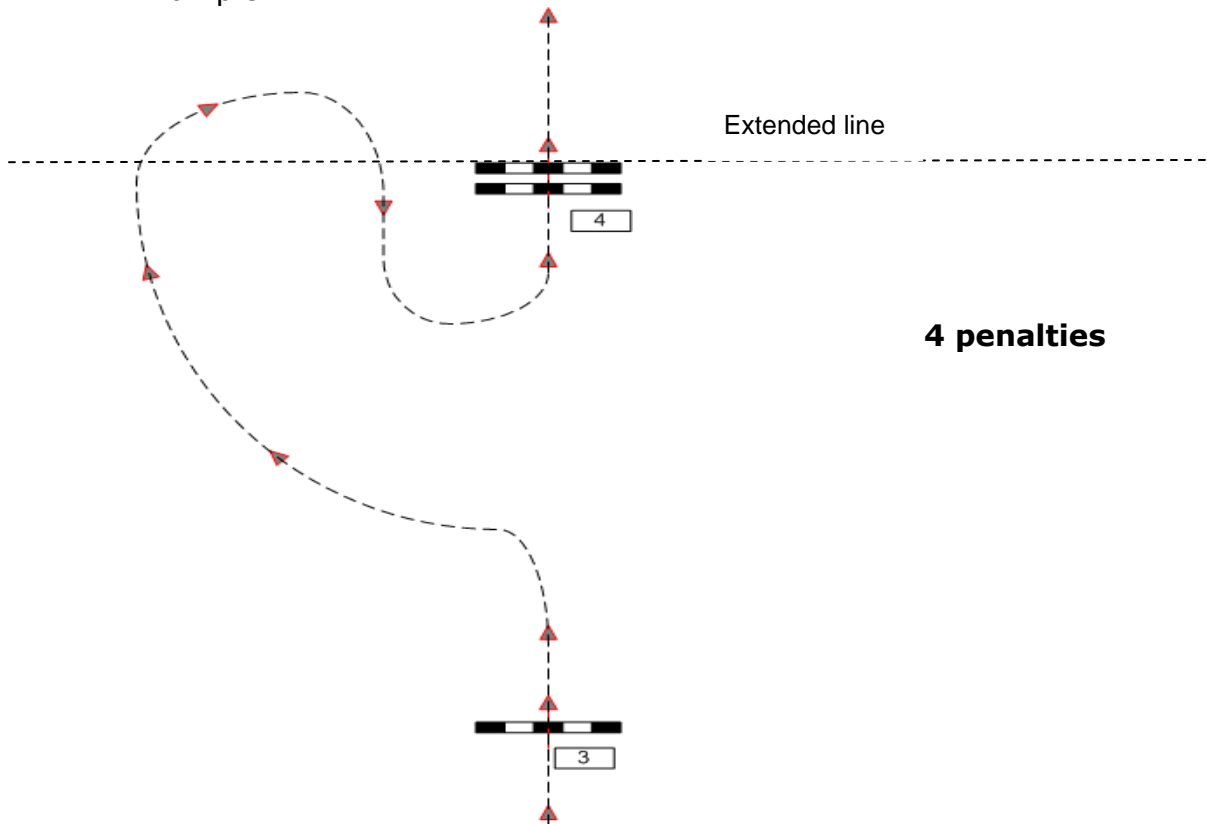


Most of those cases happen at the water jump and if the athlete doesn't jump the water jump again he will be eliminated.

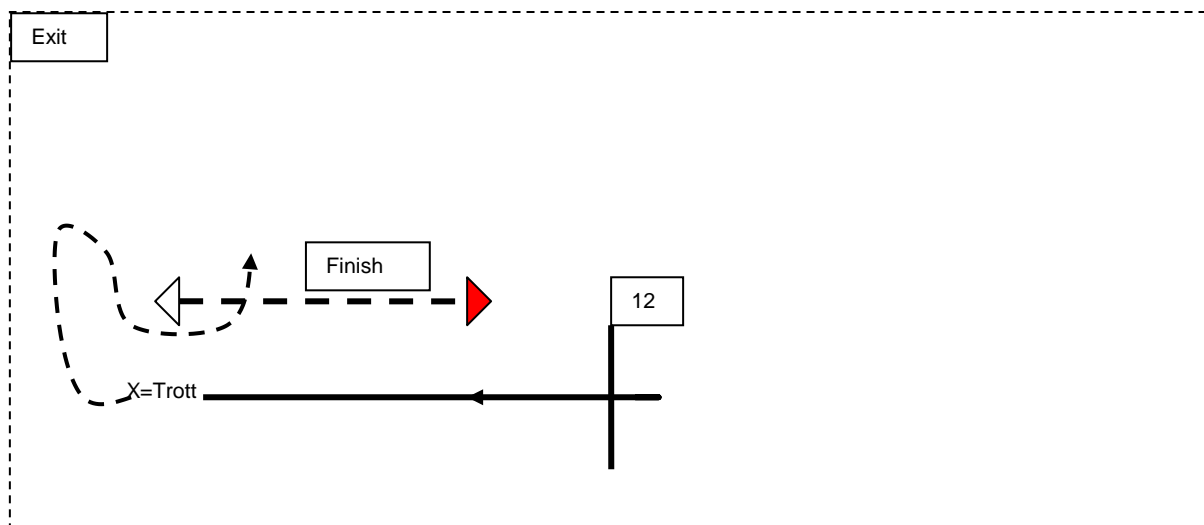
Article 222.3

It is considered to be a run-out and is penalized as such for a horse or any part of a horse to go past the extended line of an obstacle to be jumped or of an element of a combination, or of the finishing line or of a compulsory turning point.

Example:



Example:

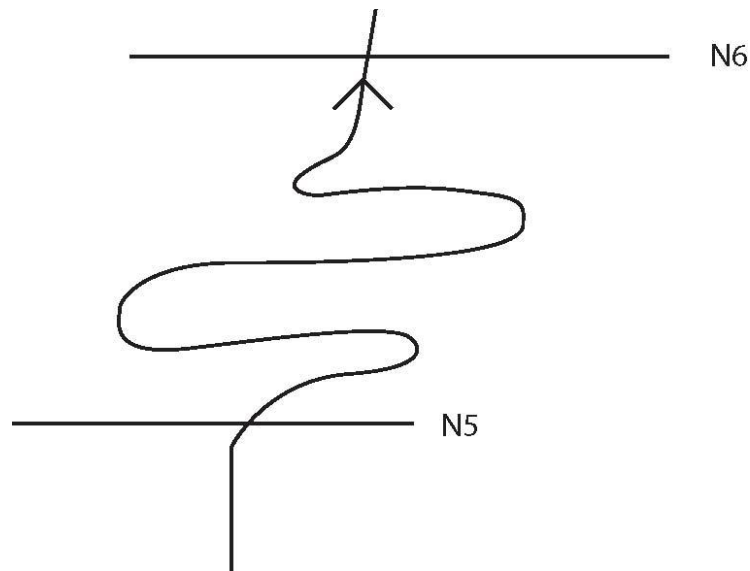


The athlete went straight ahead, parallel to the last obstacle, thinking to pass the finishing line, then he trotted towards the exit, when he saw the finishing line on his right side, so he made a little turn to pass the correct finishing line.

This is not considered to be a corrected deviation from the course and is penalized as for a "Run-Out" Article 222.3.

When walking the course keep specially an eye on on the finishing line. Those lines as described above are very unsporting and unfriendly but they can happen at indoor competitions. It is better to have too short of a distance between last obstacle and the finishing line than to have a badly placed finish line.

Example:

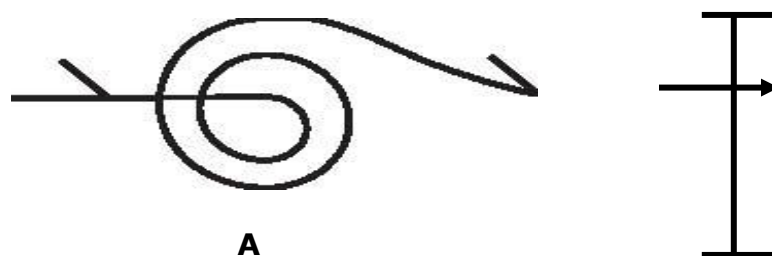


The athlete did not make a more or less regular circle between obstacle N5 and N6 and has not passed the extended line of obstacle N6. The horse comes to the obstacle while zig-zagging. No penalty is awarded. Article 222.3

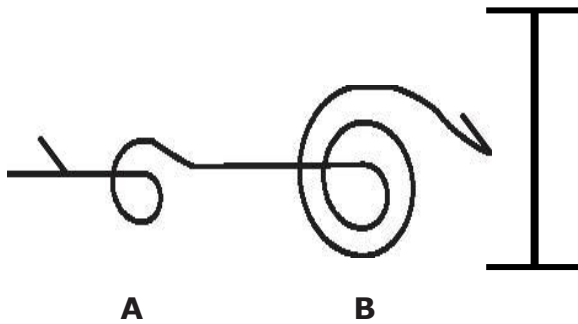
Article 219.1.4 CIRCLE/S

A more or less regular circle or group of circles no matter where they occur on the course or for whatever reason. It is also a disobedience to circle around the last obstacle jumped unless the track of the course so requires

Examples:



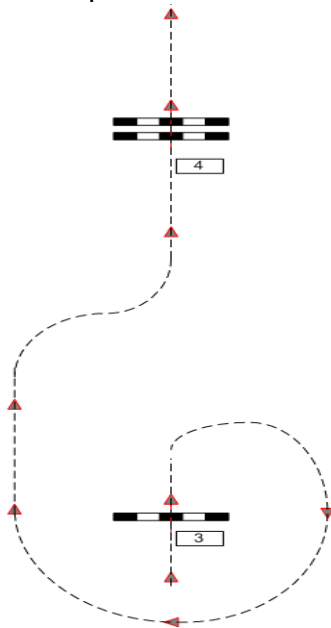
At 'A' the horse is circling around: 1 disobedience = 4 points



At A: the horse circles the first time: 1st disobedience

At B: after some strides at a canter into the direction of the obstacle to be jumped, the horse stops and makes a circle or a group of circles: 2nd disobedience = elimination

Example:



It is also a disobedience to circle around the last obstacle jumped to avoid a related distance to the next obstacle.

Article 220 DEVIATION FROM THE COURSE

1. It is a deviation from the course when the athlete:

- ***does not follow the course as set out on the pulished plan***
- ***does not cross the starting line or the finishing line between the flags in the correct direction***
- ***omits a compulsory turning point***
- ***does not jump the obstacle in the order or in the direction indiated, except in special competitions***
- ***jumps or attempts to jump an obstacle, which does not form part of the course or omits an obstacle.***

An uncorrected deviation from the course incurs elimination.

The deviation from the course will only be penalized either if the athlete does not revise his wrong line in which case he will be eliminated, or if he has to make a more or less regular circle to continue on the correct line that means as well circling around the last obstacle to be jumped to avoid a related distance. In this case he will be penalized as for a "Disobedience".

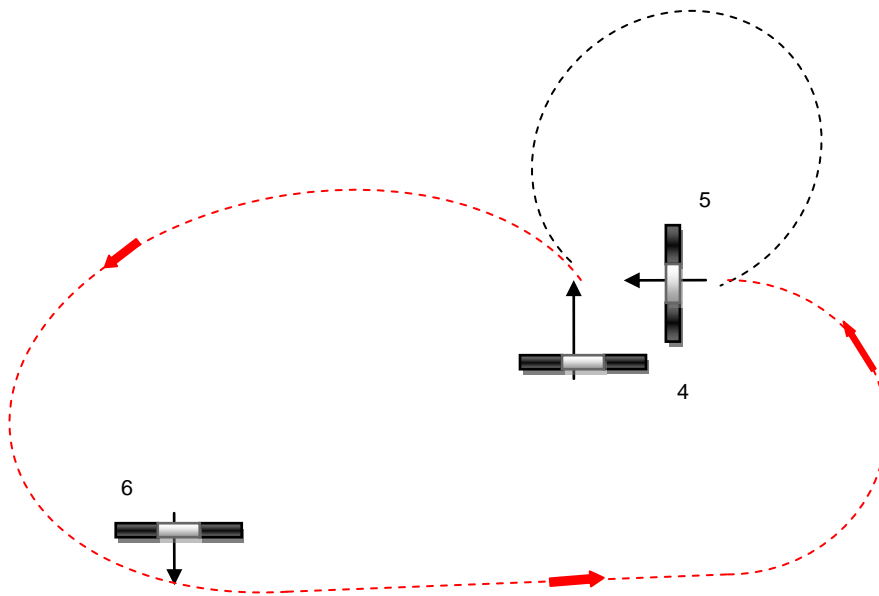
A deviation from the course can only be corrected in cases when the athlete omits a compulsory turning point, a finishing line or the next obstacle.

If the athlete omits the obstacle because of a deviation from the course, he has to turn without circling to get into position for finally jumping the obstacle – that means no penalties.

Example:

The athlete forgot the correct track and at first went to the left towards the wrong obstacle when he recognized his fault and corrected the deviation from the course:

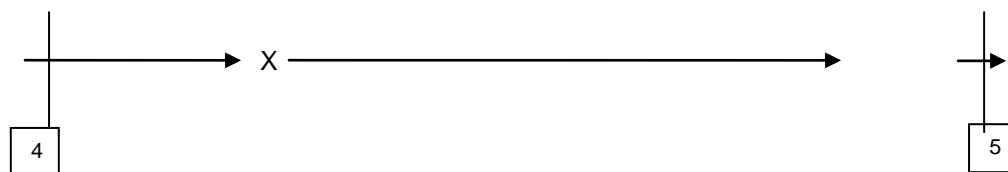
No penalty!



Article 223 RESISTANCE

1. It is a resistance when the horse refuses to go forward, makes a halt for any reason, makes one or several more or less regular or complete half turns, rears or steps back for whatever reason.

A problem, where the judge has to decide immediately whether it's a fault or not. Even the short, single halt means 4 penalties.



The horse stops between 2 obstacles for a very short time without stepping backwards: 4 points as for a resistance. It is however important that the judge has made a clear guideline on what is meant by "a very short time". In the case where a horse stops in front of an obstacle and then "immediately" jumps from a standstill it is no fault. The method of making the decision should be based on if the horse obeys the athlete or if it really "resists".

The special case of horses going down from a big bank (Hickstead, Hamburg or Falsterbo) is usually difficult. Most horses stop at the edge moving their front legs back and forth. Only when they move one of their hind legs back should it be considered a fault.

Article 224 FALLS

The situation is either the athlete falls or the horse falls with or without the athlete. Sometimes there are doubtful cases and the judge at the bell has to decide immediately. In case he can't find a clear solution, **the benefit of doubt must be given to the athlete**. The decision to eliminate is always irreversible and must be 100% correct. The following cases are examples where it is not always so easy to draw the exact line and the examples are given to alert judges to the difficulties.

Example:

The horse slides into the obstacle, the hindquarter is on the ground, the shoulder at the obstacle: Fall = Elimination. In any case there is penalty for knock-down or disobedience.

Art. 224. 2

A horse is considered to have fallen when the shoulder and quarters have touched the ground or the obstacle and the ground.

Example:

Refusal – the athlete slides on the side of the horse and only the supporting element of an obstacle helps him to get back into the saddle: Fall = Elimination. Note also here the possibility of sliding off the horse after jumping the last obstacle but before (or after) the finishing line. If the distance is only 6 m the athlete is likely to hit the ground after the finishing line.

Art.224.1

A athlete is considered to have fallen when he is separated from his horse in such a way that he touches the ground or finds it necessary, in order to get back into the saddle, to use some form of support or outside assistance.

Example:

During time interruption after a refusal with an obstacle knocked down, the arena party has a lot of work. As the athlete has lost his whip, he dismounts during this time to pick up his whip!

Fall = He has to be eliminated!

Art.231.3

The provisions concerning elimination remain in force during interrupted time.

This case has to be judged as a fall, the athlete has separated himself from his horse and touches the ground!

Art. 225.1

Any physical intervention by a third party between the crossing of the starting line in the correct direction and the crossing of the finishing line after jumping the last obstacle, whether solicited or not, with the object of helping the athlete or his horse, is considered to be unauthorised assistance.

The key word here is that the assistance provided to the athlete should be of physical nature, that is to say it's required that someone actually touches the athlete and / or the horse and / or any part of the gear, in order to possibly create unauthorised assistance.

Consequently, any third party only instructing the athlete to do something or to correct any deviation by shouting instructions can not be considered to be forbidden, although unsporting. Using radio or any other wireless communication device must be considered "physical" because it requires transmitters and receivers, and therefore is unauthorised assistance.

To possibly create unauthorised assistance, it should moreover be obvious to the Ground Jury the assistance is provided to the athlete with a clear intention of helping him/her. It makes no difference whatsoever, whether or not the athlete invited anyone to help him/her in the first place.

Unauthorised assistance may only be assessed by the Ground Jury as such during the round of the athlete, so the 45 seconds count-down period, after the signal to start has been given, is not included therein.

The rules upon unauthorised assistance also apply during interrupted time (art. 230).

Article 226 TIME OF THE ROUND

3. A display board beside the arena, clearly visible for the athlete, must show the 45 second count-down.

Note that it is an absolute requirement that there is a display showing the count-down. If the situation is critical, and only one display is available, it is better to use it for the count-down than for any other purpose.

Art. 227

The time allowed for a round in each competition is determined in relation to the length of the course and the speeds laid down under article 234 and Annex III.

The time allowed for a competition/round should be established most carefully. The course designer is responsible for a correct measurement of the course, in order to establish its length accurately. This should not be done through a computer program only. Measuring the course requires experience and a good feeling for rhythm.

The following circumstances should be taken into consideration, in order to establish the length of the course correctly:

- The building of the course should be finished, that is to say at least all obstacles should be in their final position, before the course is measured;
- The percentage (%) slip of the measuring wheel must be known;
- The type of the competition;
- The nature of the track; athletes should be given a fair chance to complete the course within the time allowed, as long as the speed required is respected by them;
- The type and the dimensions of the obstacles.

Basically the quality of the footing should not influence measuring the course, since there's one correct length only; if the Ground Jury - in exceptional circumstances - feels the quality of the footing will not allow the athletes to 'travel' at the speed required according to the schedule, reducing the speed should be considered. A decision to change the speed required, must be taken and announced before the start of the first athlete in the competition and the respective information on the course plan posted must be changed accordingly.

Article 229 RECORDING THE TIME

4. In case of a breakdown of the automatic timing equipment, the time of any athlete affected by the breakdown shall be determined by a stopwatch in hundredths of a second. A video recording may never be used to establish the time of an athlete's round.

At all CSI's an automatic electronic time-keeping system is required. The system must be such that it allows the timekeeper to record the horse number or athlete-ID together with the time taken.

The system must also allow for a count-down which automatically starts the time after 45 seconds. The count-down must be possible to stop and restart from the judge's place independent of the time-keeper.

It must also be possible for the judge to stop and restart the clock independent of the time-keeper. Specifications in detail for automatic electronic time-keeping systems are published on the FEI website:

http://www.fei.org/Disciplines/Jumping/Organisers/Pages/Technical_Info.aspx

Only in case of a break-down of the electronic system manual stop-watches may be used. The following procedure must be followed for manual time-keeping.

The manual time for each athlete shall be recorded and the difference to the automatic time calculated. In case a manual time must be used for an athlete the time taken on the stop watch must be corrected by the average difference to the automatic time of the five athletes before the one for which manual time must be used.

It is not possible to use a video-recording to time a round. If however the video recording is an official one and the time is mixed into the picture it can be used to get a good indication as a help to the manual time taken.

Article 230 INTERRUPTED TIME

1. *While the clock is stopped, the athlete remains free to move around until the ringing of the bell gives him permission to start again. The clock is restarted when the athlete reaches the place where the clock was stopped. Exception, in the case of disobedience with a knock-down article 232.1 applies.*

This type of interruption refers to cases where either the judge stops the athlete for any reason other than a disobedience or when the athlete himself stops to signal about something to the Ground Jury. The judge must stop the clock immediately when he becomes aware of the incident. When the round is ready to be restarted the judge rings the bell and starts the clock again at the precise moment when the athlete comes to the point where the clock was stopped.

Article 232 - TIME CORRECTIONS

1. Time corrections at single obstacles and in combinations (Article 232.1.)

In case of a disobedience with a knock-down at an obstacle the judge must ring the bell and stop the clock in order to make it possible to rebuild the obstacle and allow the athlete a second attempt. (The judge must decide immediately if the attempt made is counted as a jump or a refusal.) As soon as the obstacle is rebuilt the judge rings the bell to indicate that the course is ready. The judge starts the clock at the precise moment when the horse's fore-feet leave the ground at take-off. A time correction of 6 seconds is added to the time taken. The athlete has in total 45 seconds to jump the obstacle. This is to ensure that all athletes are treated as equally as possible whenever a disobedience with a knock-down happens.

The time corrections of 6 seconds apply also when the knock-down (or the dislodging) occurs on the second obstacle or on the third or further parts of an open combination as well as in a closed or partially closed combination. Even if the disobedience occurred at the second or further element of a combination the clock must be started at the take-off on the first part of the combination.

Article 233 - STOPPING DURING A ROUND

Article 233.1.

Example: When during his round an athlete going from obstacle no 2 to obstacle no 3 knocks down obstacle no 6 by hitting it, he is not penalized. But if obstacle no 6 which has been knocked down has not been rebuilt by the time the athlete is about to jump it, the Jury must ring the bell in sufficient time to stop him. If the athlete stops, the Jury must stop the clock and not penalize him.

As soon as the course is ready to be taken again, the bell will be rung and the clock will be restarted when the athlete reaches the precise place where the clock was stopped.

If the athlete does not stop and jumps the obstacle before it is rebuilt he is eliminated at the discretion of the Ground Jury.

Article 233.2.

If the athlete does not stop when the bell is rung, the Jury must not stop the clock. If he jumps the obstacle which in the meantime has been rebuilt, the Jury must decide whether the athlete must be eliminated for disobeying the order to interrupt his round or if he can be allowed to continue without penalty.

The Jury must be prepared to decide in favour of the athlete.

Article 233.3 THE ATHLETE STOPS VOLUNTARILY

It's important that the clock is stopped immediately when the judge sees the athletes signal so that a correct time can be recorded regardless of whether the athlete was right or wrong. If the athlete has stopped for no valid reason he will be penalized as for a refusal and 6 seconds time correction will be added. If the athlete is right no penalties and no time will be added.

Article 234 SPEED

If the footing is bad or if the ring is small in relation to the difficulty of the competition the Ground Jury has the right, together with the Course Designer and/or the Technical Delegate, to change the prescribed speed. Such an alteration must be made before the start of the competition and has to be communicated to all parties concerned and noted on the posted course plan.

Please note the difference to changing the time allowed which can be done after the third athlete has completed his round.

Article 236/239 TABLE A / TABLE C

Note that all penalties accumulate throughout the whole round. This means that in a Two Phase under Table C an athlete is eliminated also when the first disobedience is in the first phase and the second disobedience is in the second phase.

Note that in Table C competitions there is no time allowed only a time limit. 2 minutes if the course is under 600 m and 3 minutes otherwise. In some Derby competitions the course might be so long that 3 min is not sufficient. Under these circumstances the Ground Jury has the right to specify another longer time limit adjusted to the length of the course.

Article 240 and 241 Eliminations and disqualifications

Art. 240-2

The athlete has the right to jump one single obstacle, after retiring or after being eliminated, providing that obstacle is part of the course of the current competition. This however does not apply to elimination resulting from a fall.

After being eliminated as the result of a fall (also in case it is only the athlete falling) in the course, the athlete has the opportunity to return to the paddock and jump a few practice obstacles there; notwithstanding that option, this firstly will at least provide some time to reflect on the actual health circumstances of both athlete and horse and secondly the (Chief) Steward on duty, usually being closer to the athlete/horse than the Ground Jury from its position, should be able to monitor the situation, in order to prevent any further health risk, if necessary.

Should the Ground Jury and/or the (Chief) Steward have serious doubts with regard to that, there's the option of informing the treating veterinary and/or medical doctor on duty by telephone/radio immediately, in order to have them examining the horse respectively the athlete, before allowing them to jump any obstacle in the practice arena.

Under 240.3 are all cases which automatically lead to elimination and under 240.4 are the cases when the Ground Jury has to decide the case. Before taking a decision to eliminate someone the judge has to be absolutely sure of his case. It's possible to eliminate someone after the round (even if it not the best practice) but it is very difficult to give someone a fair chance if he has been eliminated wrongly. The same principles should also guide the actions when deciding on disqualification. In those special cases it is wise to consult also the General Regulations to make sure that it is within the jurisdiction of the Ground Jury to decide on disqualification. Sometimes that decision should be left to the Appeal Committee.

Article 242 Fines

In principle a fine should be applied when the athlete disregards rules about dress and equipment. If the equipment is believed to hurt or injure the horse the Veterinary Delegate should be consulted so that other appropriate measures can be taken.

Article 243/244 ABUSE IN TRAINING OF HORSES

It is not possible to list all means of abusing a horse. This is the field where the horsemanship and knowledge of the sport are vital for the judge. More details are described in the Manual for FEI-Stewards but in general all methods to make it more difficult for the horse to negotiate a practice obstacle are forbidden.

The judge must be aware that any material in the schooling area, other than that supplied by the organiser, is forbidden. To have a digital camera or video recorder at hand when supervising the schooling area might be very useful.

Even at shows where FEI Stewards are at hand it is strongly recommended that a member of the Ground Jury takes part in the supervision of schooling areas and stables. It is primarily important to control before and during the GP. It makes sense to tighten the control in the stables the morning of the GP day. A special system of rounds can be introduced for this purpose.

In case of a violation of the rules regarding abuse of horses a written report must be submitted to the Ground Jury. Any additional evidence and/or witness should be added to the report. Chapter IX of General Regulations covers these procedures in detail. It is strongly recommended that the Ground Jury in this case conducts a formal investigation including hearings with all parties involved. Evidence and minutes of hearings must be filed in such a way that it can be used in following procedures.

Boots and bandage control must be made at GPs, Nations Cup, Derby and/or similar competitions. When such a control is done all horses must be checked at least once during the competition. The boots and bandage control must be done in cooperation between stewards, veterinarians and Ground Jury. Details are outlined in the Stewards Manual.

Chapter VIII Jump Offs

Article 245 GENERAL

1. Athletes must start the same horse in the jump-off as in the initial round.

4. no competition, except Power and Skill competitions, may involve more than two jump offs.

5. the order of starting in the jump offs must remain the same as the order of starting fixed for the original round, except where otherwise specified in the schedule or the rule book.

Example:

The horse loses a shoe before starting in the initial round: The Ground Jury will give the athlete a later starting position. But if this athlete is subsequently qualified for the jump off, the athlete has to start in the jump off at his original place in the initial round.

The horse loses a shoe prior to starting in the jump off:

In any case it is an advantage to the athlete to start at a later position in the jump off. So, if possible wait for a while or give him a new starting place three positions later. If the shoe cannot be replaced in time, the Ground Jury has to decide whether the athlete should receive a later starting place or has to be eliminated.

Article 246 OBSTACLES, DISTANCE

Art. 246-1

The obstacles in the jump-off may only be increased in height and/or spread (partially or totally), without exceeding the limits laid down 208.3, if

the athletes sharing first place have completed the previous round without jumping penalties.

The obstacles will be increased within the limits of the present task, according to the schedule but in no case a vertical obstacle may exceed 1,70m in height, a spread obstacles may not exceed 2,00m in spread (triple bars 2,20m) and water jumps may not exceed 4,50m in spread.

Art. 246.7

A maximum of two additional single obstacles may be added to the course of a jump off. Both obstacles must be on the course during the course inspection. These obstacles may consist of two spread or two vertical or one spread and one vertical. It must be clearly indicated both on the course plan and at the obstacle itself, whether the vertical(s) may be jumped from either side or just from one side.

Of course it is allowed to take a vertical out of the course, to be jumped in the jump off from the other side. But at no time a spread obstacle may be changed into a vertical to be jumped from the other side.

Using a combination with two verticals to be jumped in the opposite directions in the jump-off can also be accepted.

Article 247 ELIMINATION OR WITHDRAWAL FROM A JUMP OFF

Art. 247.2

An athlete, who with the permission of the Ground Jury withdraws from a jump-off, must always be placed after an athlete eliminated or who retires for a valid reason on the course. Athletes, who retire for no valid reason or who have themselves eliminated on purpose are placed equal with athletes, who have withdrawn from the same jump-off.

Example:

Results:

1. athlete = 0 / 39.45
2. athlete = 8 / 40.32
3. athlete = two refusals = eliminated
4. athlete = retired due to an injured horse
5. athlete = retired after crossing the starting line without a valid reason
6. athlete = withdraws from the jump off with the permission of the Ground Jury

Placing:

1. Place :	1. athlete = 0 / 39.45
2. Place:	2. athlete = 8 / 40.32
3. Place:	3. athlete = two refusals = eliminated
3. Place:	4. athlete = retired due to a lame horse (valid reason)
5. Place:	5. athlete = retired after crossing the starting line without a valid reason

Bear in mind that disqualification is a serious step. Be prepared to provide reasons.

Chapter IX PLACING

Article 248 INDIVIDUAL PLACING AND PRIZEGIVING

Art. 248.5

Prize winners must take part in the prize giving ceremony and should do so with the placed horses. The Ground Jury however, for safety reasons, may make exceptions.

Example:

10 athletes qualified for a jump off. After the third athlete the jump-off has to be stopped due to very bad weather and there is no chance to continue at any time. How to place these athletes?

In this case no athlete must be disadvantaged – they all had a clear first round – so the GJ has to decide for the athletes, that means 10 winners! The prize money will be shared and the organizer will not have a loss.

If there is a request from the athlete to change horse for the ceremony the Ground Jury should be willing to accept such a request.

Art.129 ALLOCATION OF PRIZES

GR Art.127.2/3

2. The value of the first prize for individuals or teams, either in cash or in kind easily convertible into cash, may never exceed one third of the value of the prize money and prizes convertible into cash, offered for the whole competition unless otherwise specified in the rules for the relevant discipline.

3. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four athletes, with a minimum of five prizes.

The total amount of prize money shown for each Competition in the schedule must be distributed. If fewer athletes take part in a Competition than the number of prizes indicated in the schedule, the President of the Ground Jury is responsible for recalculating the prize money to be distributed.

The retail value of all prizes in kind must be mentioned as well as detail of model, type and special features for cars.

A breakdown will be printed in the Schedule, but the OC can decide the placing by themselves. However, the provisions of Art. 127 must be respected.

The OC can not offer less prize money than the amount indicated in the approved Schedule. Loss of a sponsor on short notice is not an acceptable excuse.

Chapter X ATHLETES AND HORSES

Art. 249 INVITATIONS TO CSIOS

If less than five Nations have entered teams for a CSIO the invitation can be extended to include two teams per Nation (including the home team). Before the start of the event, at the latest at the technical meeting, each nation with two teams must decide which team competes for Nations Cup points.

The idea behind this rule is to ensure that NC competitions also outside Europe with sometimes few nations taking part can become interesting competitions. The Foreign Judge/President of Ground Jury must be able to show some degree of flexibility.

Article 254 PARTICIPATION AND NUMBER OF HORSES

1. The Schedule must specify the number of horses allowed for each athlete at CSIOs and CSIs but this number must be limited to a maximum of three. At events with several CSIs of different categories are organised on the same weekend the number of horses per athlete must be limited to three per category. This does not apply to CSI events held at the same venue over several consecutive weekends. If the schedule includes a Puissance competition and/or special competitions for 6 and/or 7 year-old horses and/or for stallions, the schedule may allow an additional horse for each of these competitions. Participation of these additional horses is limited to these competitions only.

4. At CSIOs each athlete may ride only one horse in the Grand Prix or, if there is no Grand prix, in the competition with the highest prize money. If there is a Grand Prix competition and another competition with the same prize money as the Grand Prix or with higher prize money, the athlete may ride only one horse in each of these competitions, except when the competition is a Derby.

5. This also applies at CSIs. However, if in the Grand Prix or in a similar competition listed in paragraph 4. above, there are 30 athletes or less entered, the Organising Committee may allow each athlete to ride two horses in the competition concerned, provided that the total number of starters does not exceed the maximum allowed for the Grand Prix or competition in question.

Please note that in GP or the competition with the highest prize money each athlete can start only one horse. If there are 50 or fewer horses entered in this competition the OC may allow each athlete to ride two horses, provided the maximum number of starters allowed in the GP is not exceeded (Art. 254.3). If the GP is also a WC competition the horse competing for points must start first.

Please also note that according to the technical specifications for CSI and CSIO laid down by the Bureau there is a limit to the number of participants in the GP. If there

are more athletes at the event than allowed to start in the GP a qualification procedure must be used.

If in other competitions the number of athletes allowed is exceeded the class must be divided and additional prize money must be awarded. It is not allowed to have athletes start out of competition or to list the last placed athletes as "not started".

Article 256 DRESS AND SALUTE

Again and again we see coloured shirts without white collars and even red boots. The regulations of our rule book should be valid for everyone. Violations against the rules for advertising are frequent. Plan together with the OC and the stewards how the control of advertising should be done. From the Jury box it is normally not possible to see the size of logos and text.

The Jury must show some common sense in applying the rules for dress and advertising so that a somewhat more liberal approach is used at early morning competitions and competitions early in the week with very few spectators, no TV and little media coverage.

Some reasonable tolerance (10 – 15 %) must also be applied.

In normal competitions the Jury does not wait for the salute before ringing the bell. In many events today the time schedule is tight and an additional few seconds per athlete can make the difference between the whole jump-off or only part of it on live TV. In the case of finals or when heads of state or other dignitaries are present the athletes should be made aware of their presence and be specially be instructed to salute.

Art.256.1.5

Civilians are required to wear the uniform or dress approved by their NF, a red coat or a black coat, white or light fawn breeches, black boots or black top boots. A white tie, or choker, or a hunting stock and a white or lightly coloured shirt must be worn. Shirts may have long or short sleeves and must have a white collar and white cuffs. If a jacket is not worn, shirts must have sleeves, either short or long sleeves are permitted.

Article 257 SADDLERY

Art. 257-1.3

There are no restrictions on bits. However, the Ground Jury has the right, based on veterinary advice, to forbid the use of a bit that may cause injury to the horse.

If there is a doubtful bit in use which could injure the horse, the Chief Steward should contact the Veterinarian at first, and when the Veterinarian has made his decision a recommendation to the Ground Jury should be made.

Art. 257.1.

5. The use of a tongue-strap is forbidden.

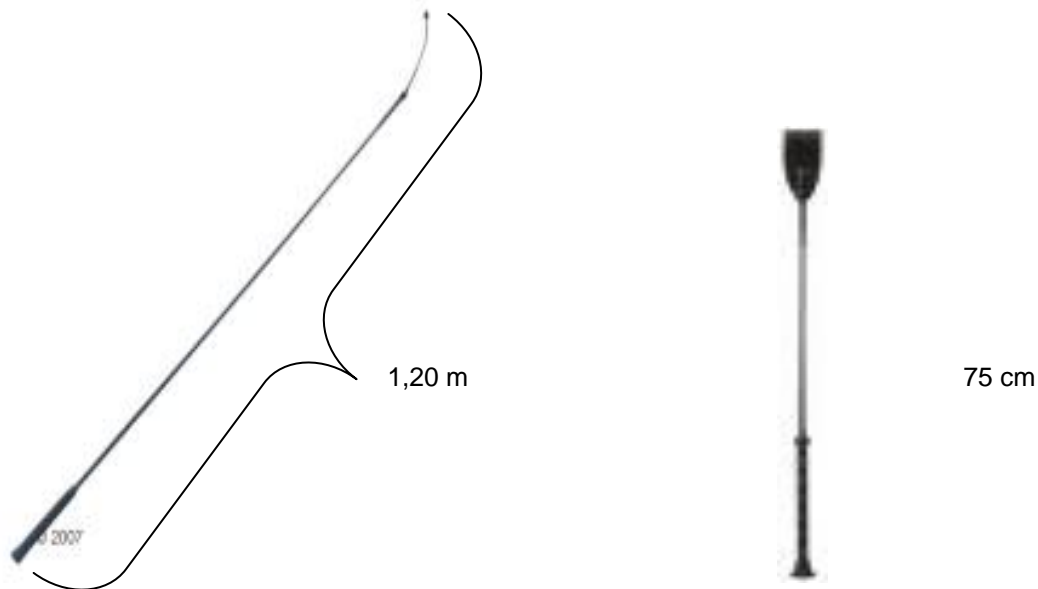
6. Draw reins (running reins) are forbidden in the competition arena except during prize giving and march past parades.

Draw reins are however allowed in the practice areas, even when riding over poles or any obstacle.

Art. 257.2

Anywhere within the grounds of the event (restricted area) under control of the OC:

Athletes are allowed to use a dressage whip up to 1,10 m when working on the flat, but when riding over poles or any obstacle only a whip not more than 75 cm is allowed. No whip must be weighted at the end at any time.



" the whip may never be used or carried overhand".

Art. 257

2.2.1 Excessive use of the whip

- **The whip cannot be used to vent an athlete's temper. Such use is always excessive;**
 - **The whip is not to be used after elimination or after a horse has jumped the last fence on a course;**
 - **The whip is never to be used overhand, (for example a whip in the right hand being used on the left flank. The use of a whip on a horse's head is always excessive use;**
 - **A horse should never be hit more than three times for any one incident. If a horse's skin is broken, it is considered excessive use of the whip.**
 - **An Athlete identified as misusing or excessively using the whip will be disqualified and may be fined at the discretion of the Ground Jury (see Art. 241.2.9 and 242.1.14).**
-

The use of the whip after the last obstacle must be judged in the right context. In jumping the tendency is to make the distance after the last obstacle very short (6 – 15 m) and normally closer to 6 than 15. In the time after clearing the last obstacle much damage can not be done until you have passed the finishing line. If excessive use of the whip during the round can be suspected the Jury should instruct the Steward and the Vet. Delegate to make an inspection. The advice of the Vet. Delegate should be respected.

2.3 The total maximum weight of equipment allowed to be added to a horse's leg allowed for a horse's boot, front or hind,(single or multiple boots, fetlock rings etc) is 500g (shoe excluded). Failure to comply with this paragraph will incur disqualification (Art. 241.2.9)

The mandatory boot and bandage control must be carried out by the Chief Steward and if possible an additional Steward as assistance, very carefully on all horses during the Grand Prix (including FEI World Cup Jumping qualifying competition), Nations Cup and Derby.

If there is no Grand Prix the competition with the highest prize money should be taken. If possible, boot and bandage controls should be carried out even during any other competitions.

VARIOUS TYPES OF COMPETITIONS

Art 261 – 274 General

It is necessary to preserve for each type of competition its proper characteristics to enable each horse to make use of its specific capacities (speed, obedience, power, scope) in the competitions concerned and to ensure that one of these capacities (speed, for example) is not decisive in every competition of the event.

The course must offer scope for the qualities and aptitude of the horses and also for the quality, aptitude, intelligence and reflexes of the athlete.

Article 261 Normal competitions

“Normal” competitions are all competitions run under Table A and article 238.1 (not against the clock) and with one or two jumps-off against the clock in case of equality of penalties for the first place (238.1.2 and 238.1.3) or article 238.2 (against the clock) and possibly with one or two jumps-off against the clock in case of equality of penalties for the first place (238.2.2 and 238.2.3). Competitions with two jumps-off should preferably only be used for the Grand Prix competition of the event.

Article 261 Grand Prix competitions

The Grand Prix is usually the competition with the highest prize money of the event. Therefore, the course must be carefully built and with much attention to detail, as it is important to ensure that the heights and widths of the obstacles are appropriate to the importance of this competition.

A Grand Prix competition can be run with one round and one or two jumps-off according to article 238.1.2, 238.1.3, 238.2.2 or 238.2.3 or with two rounds with or without one jump-off according to the formulas under article 273.3.

The course for the Grand Prix must be more difficult than the one for the Nations Cup competition. It is recommended that these competitions be scheduled with an interval of at least one day between them.

Unless specifically mentioned otherwise in the schedule, athletes can ride a horse of their own choice in the Grand Prix.

If a qualification system for the GP is set out in the Schedule it is useful to control this already at the beginning of the Event so that the system is clear and no difficulties can arise. Qualifying competitions should preferably be run as Table A against the clock to avoid "ex aequo" placings and multiple qualifications. The qualification system must not be modified during the Event.

Starting order (article 252.7)

The starting order in a Grand Prix competition must be according to:

- a. A separate draw.
- b. The reverse order of a special ranking for the best athlete or the best combination athlete/horse of the event.
- c. The most recent FEI Ranking List, whereby the athletes are divided into three groups and a draw is made for each group. The top athletes on the Ranking List are to start in the last group.

Article 262 Power and Skill competitions

Puissance and Six Bars competitions are run according to the same general rules:

- a. One round and maximum four jumps-off.
- b. The athletes may decide after the third jump-off that they will not continue, even if there are two or more athletes who are still equal for the first place. The athletes concerned are then placed equal first.
- c. Also the Ground Jury may decide after the third jump-off not to continue, if there are two or more athletes who are still equal for the first place.

For cases b. and c. it is useful that there is a good communication between the Ground Jury and the athletes concerned, preferably via the steward at the entrance to the arena, so that both parties will quickly know whether there will be a fourth jump-off or not.

Unless the schooling area cannot be used, facultative or practice obstacles are not allowed in the arena (article 202.3).

Although there is no time allowed and no time limit in these competitions, athletes must be eliminated if they take more than 45 seconds to jump the first obstacle after crossing the starting line or if they take more than 45 seconds to jump the next obstacle.

In Puissance competitions, directional problems are reduced to the minimum. The jumps must be well-filled and solid and be placed at a reasonable distance apart (a minimum of 30 m). There should not be related distances.

The obstacles used in the jumps-off (normally a wall and a spread obstacle) need the most attention. They must be clearly visible to the spectators.

It is imperative that both obstacles used in the jumps-off are raised and/or widened for each jump-off in order to make both decisive for the final classification.

In Six Bar competitions it is not allowed to circle around an obstacle already jumped or the next obstacle before jumping the next obstacle. All obstacles must be jumped consecutively and in a straight line. To avoid problems in this respect, a continuous line must be drawn over the obstacles on the course plan.

Article 263 Hunting and Speed and Handiness competitions

The course for these competitions must include changes of direction, which will enable an obedient and well-schooled horse to gain time, and to make up for penalty seconds incurred for a fault at an obstacle.

In Hunting competitions some unusual, although "jumpable" obstacles - such as closed combinations, banks, "in-and-out obstacles", a combination consisting of elements not placed straight behind each other but at a fair distance anyway - may be included in order to test the horse's readiness to jump.

Alternative obstacles should preferably be provided in both types of competitions.

These competitions are always run under Table C, so there is no time allowed. Only a time limit is applicable: 180 seconds, if the length of the course is 600 m or more and 120 seconds, if the length of the course is less than 600 m (article 239.3).

Article 264 Nations Cup competitions

A Nations Cup competition can be held according to five different levels, from Five Star to One Star, each with the dimensions of the obstacles, speed, etc. as prescribed in the rules and in the technical requirements for CSIO's.

The level is decided by the amount of prize money for the whole event. All Events in the NC Top League must be 5*. For CSIO's that are part of the Promotional League in Europe some special modifications are made to the technical requirements regarding the height of the course. 3* events must offer a NC competition at the difficulty of a 4* level at least in the NC competition.

If a Nations Cup is organised at other events, such as CSIOY, CSIOJ or CSIOP, the rules mentioned above for a 5* Nations Cup apply. At these events the best six teams after the first round, including those with equal penalties for the sixth place, take part in the second round with four athletes per team.

For the measurements of the obstacles and the course those given in the relevant Regulations are applicable.

Jump-off

In case of equality of penalties for the first place, there will be a jump-off against the clock in which one athlete per team will participate. The Chef d'Equipe determines which member of his team will participate in the jump-off. Anyone of

the four team members can be selected to this purpose, also a team member who did not participate in the first and/or second round.

The starting order in the jump-off is the same as that of the teams in the second round.

If for a Nations Cup competition at a CSIOJ, CSIOY or CSIOP, a jump-off must be held because of equality of penalties for the first place, all four team members will participate in the jump-off.

In this case the placing is determined by adding the penalty points of the three best team members in the jump-off and, in case of further equality of total penalties, the addition of the times of these three athletes.

The classification in this jump-off is obtained by adding the penalties and times incurred by the best three athletes in each team. In case of further equality of total penalties and time, the teams will be placed equal.

Article 266 Fault-and-Out competitions

In these competitions a athlete must finish his round at the first fault committed, such as an obstacle knocked down, a disobedience or a fall.

To give the athlete the chance to jump a reasonable number of obstacles, the difficulties should not be apparent before the fourth or fifth obstacle and can, if there are not too many athletes, even be left until near the end of the course.

Interrupting the time and time corrections for a refusal with a knockdown of an obstacle are not applicable in these types of competitions, as a refusal means that the athlete must finish his round anyway.

Article 268 RELAY COMPETITIONS

3. Fault and Out Relays

3.1.4. In this competition bonus points are awarded: 2 points for an obstacle jumped correctly and 1 point for an obstacle knocked down. One point is deducted for the first disobedience, two points for the following disobedience committed by each of the second or the third team members depending on the number of athletes in the team. One point is deducted for each commenced second exceeding the time allowed.

3.1.4 should be understood in the following way.

The first disobedience caused by the team results in 1 point being deducted. If the same athlete has a second disobedience he is eliminated and as a result of this the whole team is eliminated.

If the first athlete has one disobedience and the second athlete has one then the deduction is calculated for the team so that the first disobedience results in 1 point deduction and the second one (by another athlete in the team) results in 2 points deduction. The result for instance if a team consists of three athletes is that the maximum possible deductions for disobediences are 5 points (1+2+2) with one disobedience per athlete. If one athlete has two disobediences the team is eliminated.

4. Fault-and-Out Successive Relays

These competitions take place according to the same rules as for the Fault-and-Out Relays over a maximum number of obstacles. However, the athletes take over from each other after each fault until the course has been completed by as many times as the number of members in each team.

5. Fault-and-Out Optional Relays

5.1. In these competitions the athletes may take over as they like in the competition but a change over is compulsory, indicated by a sound of the bell, when each athlete has completed his course or at the point where a fault is committed.

5.2. Optional relays are run under Table C.

Also in these two cases the method above works, take-overs can be done until one athlete has two disobediences: then the team is eliminated. For example, in a team of two athletes, at the first athlete's first disobedience the second takes over, at this athlete's first disobedience the first one takes over again but the team is eliminated if he has another disobedience.

This reasoning differs from what has been the tradition with successive and optional relays in which case it has been practiced that if one athlete is eliminated the other one finishes the first one's course plus his own. This practice is used if the relays are run under 268.4 or 268.5; this actually means that 268.1.7 is not valid in those special cases.

Article 269 Accumulator competitions

The competition takes place over 6, 8 or 10 obstacles, which means that a maximum of respectively 21, 36 or 55 points can be attributed to an athlete. If a Joker is included in the course as an alternative for the last obstacle, the maximum number of points is respectively 27, 44 or 65 points. If the Joker is knocked down the points of this obstacle must be deducted from the points obtained so far.

Calculation example of an Accumulator competition over 8 obstacles with a Joker: Presuming that obstacles 1 to 7 have been jumped correctly, the athlete has obtained 28 points. Thereafter there are four possibilities:

- | | | |
|----|--|--------------------------------|
| 1. | <i>He jumps the normal obstacle nr. 8 correctly:</i> | $28 + 8 = 36 \text{ points.}$ |
| 2. | <i>He knocks the normal obstacle nr. 8 down:</i> | $28 + 0 = 28 \text{ points.}$ |
| 3. | <i>He jumps the Joker obstacle correctly:</i> | $28 + 16 = 44 \text{ points.}$ |
| 4. | <i>He knocks the Joker obstacle down:</i> | $28 - 16 = 12 \text{ points.}$ |

For a disobedience 4 points must be deducted. For exceeding the time allowed 1 point must be deducted for every four seconds commenced (in the jump-off 1 point for each second).

An accumulator competition can be run with or without a jump-off. The course of the jump-off must include a minimum of six obstacles.

If the competition is run with a jump-off, the time of the athletes not qualified for the jump-off is of no importance, as long as the time of their round is within the time allowed. Athletes with the same number of points are placed equal.

If the competition is run with a Joker as an alternative for the last obstacle, it is recommended to run the competition against the clock without a jump-off.

In an Accumulator competition a Joker can also be placed after the finishing line. In that case the Joker carries the double number of points of that of the last obstacle. Presuming that all eight obstacles of a course with eight obstacles have been jumped correctly, 16 points are added to the 36 points obtained so far if the Joker is jumped correctly and 16 points are deducted in case the Joker is knocked down.

The athlete, who can choose whether he will jump the Joker or not, must anyway jump it within 20 seconds after crossing the finishing line. He has only one attempt to jump the joker. If there is a disobedience at this attempt 4 points will be deducted as for Table A. If this is the second disobedience (i.e. there was a previous disobedience on the course) the athlete will not be eliminated since he has already passed the finish line.

Article 270 Top Score Competitions

Although a maximum available time of 90 seconds can be applied in this competition, it is in most cases better to use a shorter time, such as 45 to 60 seconds maximum in indoor competitions and 60 to 75 seconds maximum in outdoor competitions. The size of the arena should also be considered in this respect.

The value of each obstacle, which can be from 10 to 120 points, must be clearly shown by means of signs with these points at the obstacles. If such signs are not available, the normal obstacle numbers 1 to 12 can also be used, in which case each obstacle carries from 1 to 12 points.

It adds to the excitement of the competition for the spectators, if the commentator announces the total number of points obtained so far by a athlete at each obstacle. These announcements are allowed in these competitions and should not be considered as unauthorised assistance.

In case of a disobedience with a knockdown of the obstacle, the bell must not be rung. The athlete can continue his course immediately and jump any other obstacle of his choice. If he would jump the obstacle concerned anyway, no points will be given to the athlete for this obstacle.

If the fixed time is reached at the moment when the horse is taking off, i.e. when both front legs have left the ground, the obstacle counts if it is jumped correctly. In case of doubt the Ground Jury should decide to the benefit of the athlete.

All disobediences are penalized by the time lost by the athlete. He is not eliminated after the second disobedience. He is, however, eliminated after a fall (240.3.25).

To avoid misunderstandings it is important to have an efficient division of the tasks of the members of the Ground Jury for these competitions. One member of the Jury

must clearly announce the value of each obstacle jumped and whether it has been jumped correctly or knocked down. One member of the Jury is responsible for adding the points obtained by a athlete. One member of the Jury is responsible for the time and must clearly announce the last five seconds available to the athlete, like "55, 56, 57, 58, 59, bell" in case of a fixed time of 60 seconds, so that the bell is rung at the right moment.

The values of the obstacles jumped must be recorded in the order in which the athlete takes them to facilitate a control afterwards.

Article 271 Take-Your-Own-Line competitions

Contrary to Top Score competitions, where it is not necessary to jump all obstacles to obtain a result, all obstacles of the course of a Take-Your-Own-Line competition must be jumped by the athlete. If this not the case, the athlete is eliminated.

For this reason the bell must be rung in case of a disobedience with a knockdown of the obstacle and the obstacle must be rebuilt. In this case 6 seconds for time correction must be added to the time of his round.

When the bell is rung again to indicate that the obstacle knocked down has been replaced, the athlete can jump an obstacle of his own choice.

All disobediences are penalized by the time lost by the athlete. He is not eliminated after the second disobedience. Elimination will only be applicable, if the athlete uses more than 120 seconds to complete the course, or in the case of a fall.

Article 272 Knock-Out competitions

The official, who gives the signal to start to the athletes, must be a member of the Ground Jury. He is entitled to call the athletes back in case of a "false start". If there is not an independent timekeeping installation for each athlete (which is obligatory if the competition is run under Table C), the official at the finishing line must also be a member of the Ground Jury.

It is recommended that the athletes face the opposite side of the first obstacle at the starting line, so that they must make a half turn to approach the first obstacle.

In case of a disobedience with or without a knockdown, the athlete will continue his round without jumping that obstacle. He will be penalized by one point (Table A) or three seconds (Table C). If the athlete jumps the obstacle anyway after a disobedience without a knockdown, the Ground Jury should not take any action. He is penalized for the disobedience and, if applicable, for knocking down the obstacle at his second attempt.

Article 273 Competition over Two Rounds

If only a limited number of athletes are qualified to participate in the second round and the Organizing Committee would not like to have more than that specific number in the second round, it is recommended to run the first round against the clock (article 273.3.1 or 273.3.3). Otherwise it may well be possible that more than the required number of athletes qualify, as all athletes with equal penalties for the last place to qualify will take part in the second round.

However, all athletes with a clear first round qualify for the second round anyway, even if they exceed the number of athletes qualified as mentioned in the schedule.

If the first round is not against the clock, the starting order in the second round of those with equal penalties in the first round will be the same as in the first round. In this case the time of the first round may not be used to determine the starting order in the second round.

In case of exceeding the time allowed in the second round, the penalty is one penalty point for every four seconds commenced, as the second round is not a jump-off.

Article 274 Competition in Two Phases

If a Competition in Two Phases is used as a qualifying competition for another competition of the event, for which only a limited number of athletes qualify, it is sensible to use a Two Phase competition of which the first phase is against the clock (article 274.5.3 or 274.5.5).

Otherwise it may be possible that, if the required number of athletes to qualify exceeds the number of athletes participating in the second phase, for example all athletes with four penalty points in the first phase qualify as well. Time in this case is not a deciding factor.

Also in this competition the penalty for exceeding the time allowed in the second phase is one penalty point for every four seconds commenced, as the second phase is not a jump-off.

When designing the course of this competition, it is important that the finishing line of the first phase (which is also the starting line of the second phase), is located in such a way that athletes cannot miss it after having jumped the last obstacle of the first phase, even if the distance to the first obstacle of the second phase is more than 15 m.

General Remarks for Judging

Flower beds in the arena

During the round, crossing or jumping a flower bed which is placed to decorate the arena incurs no penalty.

Elements of natural obstacles in the arena

Before, during and after the round, jumping any element of a natural obstacle, which could constitute an obstacle or part of an obstacle in another competition (such as a water ditch, a stream, a bank, a platform, a slope, a ramp, a sunken road etc.) is penalized according to Article 219.1.5. i.e. by elimination.

To avoid any possible doubt, it is advisable that these obstacles or elements of obstacles are barred, (for example by crossed flags).

However passing over such a natural obstacle at a right angle to the track (between two white or between two red flags) is not a fault.

Obstacle decorations

Breaking and/or knocking over flower pots, branches, leaves or flowers which are used to decorate an obstacle incurs no penalty.

Building obstacles in the schooling area

All correct ways of building obstacles in the warm up are described in the Stewards Manual which also gives all details of how stewarding should be carried out at international Events.

CHAPTER 11 FOREIGN TECHNICAL DELEGATE AND COURSE DESIGNER

SECTION I - INTRODUCTION

Article 1 - OBJECTIVE

The objective of this chapter is:

1. To complete the provisions of the General Regulations with regard to the respective tasks, powers, duties and responsibilities of the Foreign Technical Delegate and Course Designer, before, during and after the Event.
2. To clarify the relationship that must exist between them.
3. To emphasize the general principles to be respected in the design, construction and setting-up of the course.

SECTION 2 - RESPONSIBILITIES, POWERS AND DUTIES

Article 1 - FOREIGN TECHNICAL DELEGATE (GR Art. 152)

1. Within the framework of his responsibilities, the Foreign Technical Delegate has the final decision in all matters concerning the Grounds of the Event, the exercise and schooling areas, obstacle materials, working out and setting up of courses and tracks.

In the case where a Technical Delegate is not appointed, the responsibilities fall to the President of the Ground Jury

2. The Foreign Technical Delegate, as representative of the FEI, must oversee the Course Designer's work and, if necessary, propose alterations before giving his consent to the running of each competition.

3. He must have a deep knowledge of all aspects of the Course Designer's job and of all the potential problems he might have to solve.

4. The relationship between the Course Designer and the Foreign Technical Delegate must be imbued with a spirit of close collaboration and mutual respect. Their discussions must take place on a high technical level.

5. On his appointment by the Bureau, he is obliged to establish contact with the Course Designer, through the NF, in view of their future collaboration. A preliminary visit may be made, if necessary, with the agreement of the Secretary General of the FEL

6. During the course of this preliminary visit, he must, together with the person's responsible, study all the details of organisation and verify the infrastructure of the Event. It is also indispensable that he meet the appointed Course Designer and that they make a detailed examination of the Grounds of the Event and exercise areas and the available material. He can, if necessary, propose the construction of new obstacles or the use of supplementary material and advise on improvements to the competition arena and the exercise and schooling areas.

7 At least 40 days before the Event, he must request the concept of the Course plans for all competitions from the Course Designer and make any remarks and general corrections that he deems necessary

8. He must remain in contact with the NF, the Organising Committee and the Course Designer.

9. He must report to the Secretary General of the FEI on the progress of the preparatory work for the Event.

10. He is obliged to be present, at least two days before the start of the Event, preferably at the arrival of the first teams, and to begin technical talks with the Course Designer, at this moment.

11. Upon arrival at the Event, he must establish contact with the Presidents of the Organising Committee, the Ground Jury, the Appeal Committee, the Veterinary Commission or the Foreign Veterinary Delegate. He must participate at all technical meetings scheduled, as well as at the draw for the order of starting of the athletes.

12. He must verify the entire infrastructure of the Event and ensure that accommodation for Officials, athletes, and grooms and the grounds and practice obstacles are convenient in all respects and correspond to the Rules and the conditions of the Schedule.

13. He must also check the measures taken, with regard to the medical service, the Jury Box and athletes' stands, timing equipment, telephone or radio connection between the Ground Jury, the Secretariat, the Organisers, the Starters, the Stewards in the exercise and schooling areas, the Course Designer, etc. He must also ensure that the FEI languages are respected in both written and verbal announcements.

14. The day before each competition, he must hold talks with the Course Designer and discuss the concept of the plan and tracks of the course for the competitions and the jump-offs. He ought not to be present in the arena, during the setting-up of the course, unless the Course Designer so wishes.

15. From this moment, he must, together with the Course Designer, verify the course and ground for each day and ensure that the technical details conform to the FEI Rules, check the dimensions of the obstacles and the measurement of the courses.

16. He must verify whether there is sufficient replacement material for all obstacles and their elements.

17. If he deems it necessary, he must see that the Course Designer receives all useful advice for the technical improvement of the course, for which he has the sole responsibility and the power to make the final decision on the technical aspects.

18. He must verify the plan of the course, see to its posting and check that the copy given to the Ground Jury is identical with the one posted. He must sign, together with the course designer, the course plan.

19. After verification with the Course Designer, the Foreign Technical Delegate invites the President and Members of the Ground Jury to walk the course.

20. From this moment, the President of the Ground Jury assumes the responsibility for the running of the competition. The role of the Foreign Technical Delegate is then limited to following the competition, without intervening in the judging, which is the exclusive task of the President of the Ground Jury. He does, however, have the right to assist the President of the Ground Jury but only in the case where certain points have escaped the attention of the latter. He must together with the President of Ground Jury and the Course Designer take the decision of changing the time allowed for the athlete.

21. During the competition, he must be in or near the arena in order to be available when required.

22. He must be constantly informed on all technical, administrative, sporting and other details. He must continue to supervise the organisation, give advice and invigilate at the execution of all decisions taken. He must act with diplomacy and tact but impose his point of view without compromise.

23. At the end of an Event, he must satisfy himself that the administrative measures taken for the sake of the Officials, athletes and grooms are regulated according to the conditions of the Schedule.

24. He must make a report and address it to the Secretary General of the FEI without delay immediately after the Event.

Article 2 - COURSE DESIGNER

1. The Course Designer is the person who must put into practice the technical aspects of the different competitions, on grounds that are well-prepared and in good condition, with suitable obstacles, adapting the track to the tables used or to the type of competition scheduled.

2. His task is particularly important and his work is decisive in ensuring an exemplary running of the competitions.

3. It is recommended that the Organising Committee invite the Course Designer to all technical meetings (during the preparation of the Event), to hear his suggestions regarding the Schedule and the Programme and to assist him, with all possible means, to ensure the complete technical success of the Event.

4. The Course Designer must be appointed sufficiently in advance to allow the Foreign Technical Delegate, if appointed, to contact him and establish the procedure and plan of their collaboration.

5. He has the task of giving all indications for the construction of the obstacles and for the improvement of the grounds of the competition and exercise areas to the Organising Committee and of reporting to the Foreign Technical Delegate, if appointed.

6. He must measure the length of the courses.

7 In Events, where, in principle, the Foreign Technical Delegate is not appointed, the Course Designer carries the main responsibility, with regard to the conformity of the courses in harmony with the type of competitions prescribed in the Schedule.

8. He has the responsibility, in conjunction with the Organising Committee, of seeing to the good condition of the competition arena and the exercise and schooling areas and of ensuring that this condition is maintained at all times.

9. When the course is ready and before the athletes walk it, he must invite the President of the Ground Jury to visit the course, in his company. In case of a difference of opinion with regard to an alteration to be made, that of the President of the Ground Jury takes priority because he is responsible for the running of the competition.

11. During the running of the competitions, a close and continuous liaison must be established between the President of the Ground Jury and the Course Designer, in such a way as to correct as rapidly as possible all incidents or irregularities that may occur in the arena.

12. He must ensure that a permanent liaison is established between himself and the Ground Jury (telephone, radio), permitting rapid contact each time this becomes necessary and that a code-system is established to signal that the course is ready before each athlete starts (e.g. red flag=wait, white flag=OK or a turning disc).

13. He must place himself in the arena, where he can easily supervise the work of his team during the competition. It is not necessary that he is always present on the course, in his absence his assistant will take over and in case of an emergency he will be easily reachable.

14. In agreement with the Ground Jury, he places the stewards at obstacles which are difficult to be seen by the Ground Jury. He is also responsible for placing stewards at the starting and finishing lines.

15. In the Events for which a Foreign Technical Delegate has been appointed, the Course Designer has the following tasks:

- Prepare the course plans, in advance, if possible in scale, with the description of all obstacles, their approximate dimensions, the distances between combinations. Then send these to the Foreign Technical Delegate, two weeks before the start of the Event, at the latest.
- Establish all necessary contacts with the Foreign Technical Delegate, reporting to him on the status of the preparations.
- Fix, on the arrival of the Foreign Technical Delegate, the last details to be arranged for the courses.
- Establish the courses and submit them to the Foreign Technical Delegate and make the alterations required by him.

SECTION 3 - PREPARATION OF COURSES AND TRACKS

Article 1 - PRINCIPLES

1. The fundamental principle to be observed in the setting up of any course is to characterise it by its technicality. However, it must be conceived with a view to its appeal to the intellect of the athletes and the demonstration of the handiness of their horses, by providing for a course that follows lines adapted to the respective tables, under which the competitions are run. Combinations are to be characterised by fair distances but capable of creating problems that have to be overcome by the athletes.

2. The Course Designer must make his preparations and plan out on paper the different courses which he will have to produce. He will have to study each session in turn and decide first on the course and the jumps to be used for the most important competition in that session.

3. On this he will base the course and the jumps for the other competitions at the same session, taking care to ensure that the alterations required are not too extensive.

4. The Course Designer must take care to vary the order in which the jumps are taken in those competitions as much as possible so as to avoid uniformity, the greatest enemy of jumping competitions.

5. Course preparation is something of a tactical exercise. Through study of the relevant factors, a working plan is evolved and given concrete form in the course to be followed and the choice of each jump to be placed in the course.

6. The courses must be planned so as to use the size and the shape of the Show ring to the greatest possible advantage in order to introduce diversity. The spectator in the principal stands must look out onto a pleasing setting and a ring where the various obstacles are well arranged.

Article 2 - GROUNDS OF THE COMPETITION ARENA AND OF THE EXERCISE AND SCHOOLING AREAS

1. General

1.1. The ground must play a basic part in the Course Designer's plans. The type of soil, the dimensions and the shape of the ring, the position of the Judges' Box, the entrance to the ring and the spectators' main stands must be considered.

1.2. The going must be neither slippery nor hard, whatever the state of the weather. If it is hard, the Course Designer may have the ground watered and sand spread on either side of each jump (spread the sand out to at least 6 metres from the jump to ensure that the line marking the change of color on the ground does not cause the horse to take off wrongly).

1.3. If the going is deep or slippery, then river sand or sawdust (to be used especially where there are sharp turns) may be used to improve it.

1.4. It is advisable to have three or four lorry loads of this material on hand.

1.5. It is not advisable to use ashes because of the risk of nasty cuts in the event of a fall.

1.6. If rain causes the going to become too soft or too deep so that it poaches, then the ground crew must level the ground, especially on the take-off and landing sides of the jumps, by raking it and packing in sand or sawdust, whenever it becomes necessary, which may even be after each athlete.

2. Courses at night

Where competitions are held at night, the question of lighting becomes most important in the competition arena as well as in the exercise and schooling areas.

2.1. The lighting must be strong enough to make it possible to read a newspaper with ease in every corner of the ring. No shadows must be thrown (place the jumps behind the source of the light) and there must not be any patches of shadow on the ground.

2.2. Lights placed at the end of a line that could dazzle the horses are to be avoided.

2.3. It is desirable to have vertical, diffused lighting which does not cause shadows and the source of which does not disturb the horses' vision.

2.4. Colors that show up well (white or red and white, preferably in matt paint) are to be used. The jump that shows up best is the one placed at the end of the line so that it stands out against a dark background. A green bank may perfectly well be used at night so long as it is outlined by white bars or small white hurdles.

2.5. Brown poles or poles of the same color as the ground are to be avoided.

2.6. Rustic obstacles should not be used.

2.7. Pay special attention to the use of a water jump during flood-light conditions. If possible it should be avoided totally.

3. Indoor Events

3.1. Arrangement and layout of arenas.

In indoor arenas the chief concern of Organising Committee must be to ensure the arrangement, putting in order and maintenance of the footing in the competition and practice arenas to ensure it is in good condition throughout the Event.

Organising Committees must not lose sight of the fact that the installation of a footing which best satisfies the ideal requirements constitutes one of the primary elements in the success of their undertaking by giving the athletes and horses every safeguard against accidents while they are in the arena or warming up. An experienced footing expert should be consulted at all indoor events. It's a must at CSI-W, CSI4* and CSI5* events. FEI maintains a list of recognised footing experts.

3.2. Pillars.

Indoors, if the competition arena or the exercise area includes supporting pillars (in a competition arena this should really be avoided), it is advisable to afford them every means of protection, for example, by garnishing them with shrubs to outline their shape clearly and bring them to the horses' attention.

Article 3 - VARIOUS TYPES OF COMPETITIONS

1. General

It is necessary to preserve for each type of competition its proper characteristics to enable each horse to make use of its specific capacities (power, skill, obedience, speed) in one of the classes concerned and to ensure that one of these capacities is not decisive in every competition.

The courses must offer scope for the qualities and aptitude of the horse, and also for the aptitude, intelligence and reflexes of the athlete.

2. Nations Cup (NC) and Grand Prix (GP)

2.1. In Nations Cup competitions, the course must be sufficiently fluent. The obstacles will be of the standard type and sufficiently testing to require the horses to prove their worth. They must be as varied as possible in their appearance and in their construction so as to ensure that the classification is decided not only by reference to the power of the competing horses but also on their skill together with their respect for the obstacles, even if the latter are not impressive.

2.2. The Grand Prix is usually the competition with the highest prize money at the show. Therefore, the course must be carefully built, as it is important to ensure that the heights and widths of the obstacles are appropriate to the importance of this competition. The course for the Grand Prix must be more difficult than the one

for the Nations Cup. The Nations Cup course must be adapted to the standard of the participating teams, and be built in such a way that it gives all teams the opportunity to complete it. It is recommended that the GP and NC competitions are scheduled with an interval of at least one day between them.

3. Hunting or Speed and Handiness Competitions

The course for these competitions must include changes of direction which will enable a supple and obedient horse to gain time. Under these conditions an able athlete on an obedient and well-schooled horse should be able to gain a number of seconds corresponding to the penalty incurred for a mistake. Some unusual, although "jumpable", obstacles may be included in order to test the horse's readiness to jump. Alternative obstacles can be provided.

4. Puissance

In Puissance competitions, directional problems are reduced to the minimum. The jumps must be well-filled and solid and be placed at a reasonable distance apart (a minimum of 30 metres). The obstacles (a wall and a spread) which will be used in the jump-off need the most attention; they must be easily visible to spectators.

It is imperative that both the straight obstacle and the spread are raised and widened in each jump-off in order to make both decisive for the final classification. There is neither a time allowed nor a time limit.

5. Fault and Out Competitions

In Fault and Out Competitions, the difficulties should not become apparent before the fourth or fifth jump and can, if there are not too many athletes, even be left until near the end of the course.

6. Table A Competition with two jump-offs

1 penalty for each 4th second or 4th commenced second for exceeding the time allowed for the 1st jump-off, even if the 1st jump-off turns out to be the final jump-off.

Article 4 - OBSTACLES, CUPS AND COMBINATIONS

1. Obstacles

1.1. The Organising Committee is not only responsible for the care and preparation of the materials but also for seeing that they are properly maintained (including painting) and must also make improvements and build new obstacles.

1.2. They must also have sufficient material in reserve to deal with breakages and to be able to replace broken parts quickly and remove them from the ring for mending. A carpenter mending broken jumps in the ring is a boring sight for the public and may mean the loss of precious time as well as an overly long interruption to the continuity of a round.

1.3. The obstacles must be varied so that the horse is required to exert himself in different ways, thus testing his obedience, dexterity and strength. Jumps which are more reminiscent of a circus than the countryside should be avoided.

1.4. They must also be suitable for the type of competition being run.

1.5. The jumps must be well framed by the wings and these (pots of flowers or pillars) must be higher than the poles. Exceptions can be made if the Course Designer, TD and President Ground Jury agree on it.

1.6. The jumps must never present a false ground line. This does not mean that they must always be absolutely massive and impressive.

1.7. The frontal dimensions of the obstacles depend to a certain extent on the size and shape of the arena. In a very broad arena some obstacles of 5 m or more frontage may be used. In a medium sized arena, a frontage of 4 m should not be exceeded for the majority of the obstacles. It is important that poles are not too heavy.

1.8. One or two obstacles in competitions under Table A and a greater number in competitions under Table C may have a frontage of less than 4 m.

1.9. In indoor Events, where the arena is smaller, obstacles of medium frontage (not less than 2.5 m) may be used with small wings.

1.10. The obstacles must be inviting in their overall shape and appearance, varied and matching their surroundings. Both the obstacles themselves and their constituent parts must be such that they can be knocked down, while not being so light that they fall at the slightest touch or so heavy that they may cause horses to fall.

1.11. It is essential to avoid having some jumps that can be dislodged by the merest touch while others remain firmly in place even after a really hard hit.

1.12. Two precautions to take here are to see that the bricks on top of the wall are not too light and to use fittings of the same type for all the poles and for all gates, planks and balustrades, etc.

1.14. Jumps come under one of the following three headings:

- vertical jumps: walls, posts and rails, gates, planks, etc.
- *spread fences*: oxers, parallel or sloping, which may or may not be filled in down to the ground level, water jumps, ditches with poles.
- *fly fences*: banks, triple bars, etc.

In all type of spread obstacles, safety-cups of an approved type must be used on the top back pole of the obstacle. Safety cups must be used also in warm up arena.

1.15. The course should be such that a spread fence or a fly fence is followed, if possible, by an upright fence and vice versa.

1.16. Upright jumps must be absolutely vertical. One must avoid the regular use of sloping rails for the front element of the spread obstacles.

1.17 A plank may never be used as the rear element of a spread obstacle.

1.18. In crossed oxers, the height of the obstacle must be taken at one third of the front poles.

2. Cups

The diameter of the cups must be slightly greater than that of the pole which they support. They must have an opening that allows the element that they support to fall with the minimum shock. The pole itself must be of a size which enables it to roll in its cup. For barriers, planks, balustrades, etc. heavier than the poles, the diameter of the supports must be more open or even flat with a slippery surface.

(Examples of cups are shown in Annex III to this chapter. The list of approved safety-cups is published regularly on the FEI website:

http://www.fei.org/Disciplines/Jumping/Organisers/Pages/Technical_Info.aspx)

3. Combinations

3.1. Except in the "Doubles and Trebles" competitions and in Table C competitions, it is desirable that in all competitions under Table A the maximum number of combinations is either a treble and a double or three doubles.

3.2. Except in the "Doubles and Trebles" and Table C competitions, it is desirable that under Table A two combinations are not sited consecutively.

3.3. In the jump-off, the first and/or last element of a combination may be taken out, but never a middle element of a treble or quadruple.

3.4. A combination consisting of a number of efforts cannot be judged as a closed obstacle if it is deemed either impractical or unsporting for the horse to restart from any point within the combination following a refusal, due to the difficulty of the fence in question. The athlete in this case must leave the combination and must retake the entire combination. The President of the Ground Jury in consultation with the course Designer will decide whether such an obstacle is considered open or closed.

Article 5 - WATER JUMP AND LIVERPOOL (Art. 211)

1. The slope on the landing side must not be too steep so that, if a horse lands in the water, it is not hurt.

2. A rimmed mat of straw or rubber to prevent slipping must cover over the cement (or galvanised trough) in the part of the water jump next to the landing area (and if possible the entire water jump).

3. The mat must be solidly anchored to the ground on each side of the water jump. It must not be fixed in the middle with iron pegs, as these could protrude at any time and cause serious injury.

4. The bed of sand, if any, spread on the ground in the landing area should extend from the lath marking the end of the water jump. It can then cover up the edge of the mat which is out of the water.

5. The front of the water jump should have a width of between 5 m and 6 m. Depending on the unevenness of the ground surrounding the approach to the water jump, it will be the responsibility of the Technical Delegate and/or the Course Designer to decide the height of the take-off element. The height of the take-off element must not exceed 50 cm.

6. The spread, measured from the start of the take-off element (brush, pole or small wall), up to and including the landing lath, will naturally depend on the class of the competition in hand. It will be of the order of 3.50-400m for small competitions. It will reach a minimum of 4 m for big competitions, up to a maximum spread of 4.50m (including the take-off element.)

Only for the Jumping Competitions at the Olympic Games, may the spread be increased to 4.75m (including the take-off element).

7. The depth must not exceed 35 cm.

8. The horses must not see the bottom.

9. The colour of the water must be rather dark, bluish-green. The water must cover the whole water jump from the take-off up to landing lath.

10. The landing lath must be placed out of the water but at the edge of the water. It must be in rubber or wood, about 5 cm wide and, depending on the type of event, covered with a layer of contrasting coloured plasticine about 1 cm thick (ie white plasticine if grass footing, coloured plasticine if sand).

11. So that it stays in the same position throughout the competition, the lath must be fixed at each end either to the ground or to the mat. Its correct position must be marked exactly on both sides of the water jump.

12. Experience shows that it is better to have water jumps outdoors than in indoor arenas. In the latter case, one must beware of areas of sunlight and shadows arising from the sunlight filtering through the roof during competitions held by day. For outdoor events, one must also be aware the effect sunlight has when it changes during the competition.

13. Water jumps made entirely from rubber or plastic material may be used. They are so made that they may be placed on the ground, taken up and easily re-sited in different parts of the arena.

14. Except in the Puissance and in certain special competitions, in all other competitions a water jump may be included in the course.

15. It is recommended that the water jump should not be used in a second jump-off or in a jump-off following a competition in two rounds.

16. At Olympic Games, Championships, Grand Prix, Nations' Cup and World Cup Finals, the water jump must never be the last obstacle of the course.

17. A vertical obstacle may be built over the water with a maximum height of 150cm. In this case there is no fault for a foot on the lath or in the water.

Liverpool

If a fence is used over a water jump, this fence is considered a liverpool (Art. 211.6) and the Ground Jury has the responsibility after consulting the Course Designer to decide if the take off element can be faulted.

The maximum width of the water jump must not exceed 4.00 m. The last element of this fence must not be placed further than 2.00 m from the front of the water.

Article 6 - PRELIMINARY PLAN OF THE COURSE

1. Having considered all the factors which are decisive, the Course Designer draws a plan of the track he wishes the athletes to follow in that particular competition. The best way is to decide first on a "centre piece", usually a double or a treble, and then to build the rest of the course around this "centre piece" which will be changed each day to avoid monotony. It is important that while deciding on the "centre piece" the jump-off course for Table A competitions is taken into consideration.

2. Use squared paper to do this if possible so that exact distances planned may be shown and also the precise width of the jumps (including wings), failing which a plan that appears possible on paper may prove impossible to build in the ring.

Article 7 - PUISSANCE WALL (See Annex VIII)

SECTION 4 - GUIDING PRINCIPLES FOR COURSES AND OBSTACLES

Article 1 - OBJECTIVES

1. According to the type and conditions of the competition, the quality of horse/athlete combinations should be considered.

2. Fairness and a chance for every athlete to succeed are essential.

3. The competition should be interesting for the athlete and at the same time test his ability as well as the horse's jumping ability, experience and confidence.

4. The competition must be entertaining and exciting for the spectators and aesthetically appealing.

5. The conditions of the competition must be strictly observed.

Article 2 - THEIR EXECUTION

1. A suitable and well thought out track according to the type of competition.

2. Type of fences and the variations in their use should be well balanced; these may include verticals, oxers, spreads, permanents, water jump, dry ditches and banks. Natural looking obstacles are to be preferred (including wings, standards and their constituent elements). Avoid obstacles of an artificial or deceptive nature.

3. Decorations: jumps should be attractively framed.

Article 3 - THE DESIGN OF THE COURSE

Consideration must be given to:

1. The conditions of the competition.
2. The size, shape and other characteristics of the arena.
3. The position of the sun during the competition.
4. The light and shadows at night.
5. An evaluation of the background of the fences in the planned position.
6. The position of the entry and exit.
- 7 The levels, hills and valleys (lie of the land).

Article 4 - THE PLACING OF THE OBSTACLES

1. On straight lines.
2. On the curves.
3. Coming out of the corner or in the corner.
4. Relationship of jumps to the In- and Out-gates.
5. The distribution of different types of fences on the track, alternating position of the easy with difficult fences.
6. The main stand and the Jury box.
7. The water jump.
8. The background of the obstacles.

Article 5 - THE DIFFERENT TYPES OF OBSTACLES

1. Verticals: - many rails - few rails - planks - gates - walls with different tops - brushes with different cuts.
2. Spreads: - rising oxe - parallel oxe - airy oxe - crossed oxe - wall-rail oxe - brush-rail oxe.

3. Triple bars:

- low-medium-high
- airy or filled in

4. Liverpool combinations:

- vertical with water in front, behind or underneath
- oxer over water
- triple bars over water

5. Water jump:

- low brush - wall - pole - flowers

6. Dry ditches:

- variations as vertical in front, behind or in the middle
- oxer or triple bar built over

7 Banks: - all variations.

Article 6 - CHARACTERISTICS OF THE GROUND

1. The jumping surface: hard or soft.
2. Substance: soil, clay, grass, sand or peat moss.
3. Deep or slippery.
4. Flat or sloped, up or down.

Article 7 - THE MATERIAL

1. Poles: Diameter approximately 10cm
 Length: 3.50m – 4.00m (outdoor)
 3.00m – 3.50m (indoor)

Planks: 3.50-4.00m x 20 cm x 4 cm (outdoor)
 3.00-3.50m x 20cm x 4 cm (indoor)

Shape of poles: round or flat edge

Weight: round poles: approximately 10-15 kilos
 planks: approximately 10-12 kilos.

2. Walls: built with different copings.
3. Brushes-sections: green frame, different cuts.
4. Gates: with metal ends.
5. Vertical fences: these require drawing upon imagination, actual gates, walls, etc. and upon surrounding features, like gardens, streets, private estates and farms.

6. Cups: many different types.

7. Cups for gates and planks.

Article 8 - THE CONSTRUCTION OF THE MATERIAL

1. The basic principle is to avoid injury to either horse or athlete due to a mistake by one or other.

2. Length in general is standardised.

3. Avoid long or heavy pieces. Break up all elements into sections, such as walls, gates, verticals, etc.

4. Nothing should be too solid. Sections should be able to turn over or be knocked down without causing injury and be easily replaced without disrupting the entire obstacle. Decorations should never cover the top poles or gates, especially the rear elements.

5. The base of the supporting elements (standards, towers, pillars) must be heavy enough to ensure that they do not turn over easily when poles, planks or gates are hit by the horse or when the wind blows. Light wings, flowerpots etc, should be fixed to the ground.

6. Planks and gates should have specially designed cups (flat).

7 All top elements of the obstacles should be able to be knocked down by the same amount of force. This principle also applies to the top sections of walls.

8. Standards should not be pushed tight against the ends of poles, planks or gates. At least 2-3 cm space should be left between.

9. It should be possible to vary the height of the obstacles by 5 cm.

Article 9 - COLOURS

1. Natural colours, light or dark wood colours. White and other basic colours, like red, green, blue, yellow, black or brown.

2. Combinations of colours and colour blending. The base colour should be light.

3. Colours of walls and gates should never be artificial. Walls are usually light or dark red brick, gray and brown stone or pink, tan or dark yellow. All gate colours should be white, different wood colours, brown or black, but bright colours like red, green or blue must be used discreetly.

4. Distribution and blending of colours should be balanced throughout the arena and the background of the fences must be considered.

Article 10 - THE PRINCIPLES OF COURSE DESIGN

1. First design the main competition, Grand Prix or Nations Cup.
2. The high point of those competitions should be the combinations and their distances. Their location is equally important (in front of the main stand or at a place easily seen from all directions).
3. The design of the earlier competitions should prepare the athlete/horse combinations gradually for the main competition.
4. All fences should be jumped in different locations and the distances of the main combination should be introduced with different fences at different locations in the arena beforehand.
5. Start and finish lines should always be varied, while having regard to time saving in making the alterations.
6. Avoid placing the last fence close to the exit.
7. Athletes should be afforded enough space for a convenient approach to the first fence.
8. The position of fences should be evenly balanced over the arena. Spectators from every side should be able to get a close look at the horse and athlete.
9. The decorations, trees and flower arrangements should not cover the fences, nor be masked by the fences themselves. The spectators must be afforded a clear view of the course.

Article 11 - WATER JUMP

1. Careful planning of the position of the jump, either on the long side of the arena or on the diagonal.
2. Not jumping against the sun.
3. In a sloped arena the direction of the approach should preferably be down hill.
4. Water surface lower than ground level.
5. Colour of water should be a rather dark, bluish-green. Horses should not see the bottom.

Article 12 - THE DISTANCES BETWEEN THE ELEMENTS OF THE DOUBLES AND TREBLES

See Article 2 of Section 5, "Building the Course" of the present Chapter 11.

SECTION 5 - BUILDING THE COURSE

Article I - PRELIMINARIES

1. When the Course Designer arrives at the showground one or perhaps two days before the show opens, he will start off by deciding on certain details of his plans which he had hitherto to leave open. He must be prepared to make alterations throughout the event, due to ground conditions and the performance of athletes, always remembering that it is easier to start on the easy side and build up to a climax at the end.

2. He will have a list of the entries and will have inspected the state of the ground and the fixed obstacles (banks, growing hedges, water, ditches, etc.). He will now be in a position to decide on the problems to set in his course as far as the distances between the obstacles are concerned and the kind of jumps to construct.

3. The precise height of the jumps cannot be decided until the start of the competitions and may often be influenced by the outcome of previous competitions. The state of the going, too, often changes not only in the course of a day but during a single competition.

4. The Course Designer can now decide on the jumps that he will use one by one for the different competitions, bearing in mind the distances he had planned but being prepared to alter them to suit the ground conditions.

5. To put into practice his theoretical work on paper, the Course Designer will put down poles in the arena at the position of each obstacle before building it, in order to make the necessary adjustments to obtain a correct line.

6. It will often be necessary to change the position of a jump or to change the direction of a diagonal or even to put a double in a different position from that originally planned because of uneven ground or a patch of wet or rough ground.

7. Careful attention to these preliminary details is the hallmark of a good Course Designer.

8. Where he finds it necessary to change the jumps in any one competition, the Course Designer must also give careful consideration to the effect this will have on the order of the jumps in any other competitions on the same day or he may find himself left with insufficient time to make the necessary alterations to the course during the intervals between competitions.

9. The Course Designer must use a sufficient quantity of flowers and greenery of all sorts to decorate the obstacles and the arena.

10. Poles should be marked to indicate which side is up and which side is down.

11. He should satisfy himself that the timing equipment in the arena is well protected and that there is no risk of its being broken or damaged by horses or that athletes and horses can hurt themselves.

Article 2 - DISTANCE PROBLEMS (see tables in Annexes V and VI)

1. General

1.1. The Course Designer must consider the competing athletes and horses most carefully when deciding on the approximate heights of the jumps (and especially when deciding on the distance problems) to be introduced into the course.

1.2. The calculation of distances obviously cannot be considered as an invariable mathematical formula since it depends on certain circumstances which are themselves variable, such as the ground surface and its condition, any gradient, however slight, the height, width and appearance of the jumps, whether they occur near the beginning or end of the round, their position with regard to the direction of the light, the length of the course, the background (spectators, stands, countryside), and the standard of the athletes and horses that are to start, etc.

1.3. When building combinations be careful that both in the first round and in the jump-offs, the sunlight is not reflected on the obstacles so that all athletes experience the same conditions.

1.4. The distance problems which have proved to be the most difficult to resolve may be summarised as follows:

2. Doubles and Trebles

2.1. It must be understood that, where the distance between two elements of a double or a treble is indicated, this distance always represents the inner measurement between these two elements.

3. Practical examples

3.1. Bearing the above in mind, let us start by considering an example where the first element of a double being a vertical (A), the second is a spread oxer (B).

a. A-B: Do not bring the horse in too close for the take-off but be sure to make it possible for him to reach out over the second jump.

3.2. Now let us consider the problem when the first element of a double is a spread and the second element a vertical.

a. B-A: The first jump is over an oxer. The trajectory in jumping a spread is a little wider than in jumping a vertical but because of the appearance of the jump, the horse will never land far beyond the second pole which he always passes fairly closely. He thus arrives at much the same spot for the take-off at the vertical pole as he would have done had the first jump also been vertical but greater impulsion is needed to clear a spread as the first element of a double than a vertical. Since, however, it is possible to stand back a little at the second jump which is vertical, the distance between the two must be almost the same as in the case of two vertical jumps.

b. C-A: The first jump is a triple bar. If the horse clears the first jump properly it will land well beyond it, therefore the distance should be increased so that the horse may make a good approach to the second fence.

c. In the case of a double consisting of two similar spreads (B-B) where the first jump is a parallel, the horse will not land very far beyond it and the second one

being also a parallel will necessitate a fairly early take-off if a fault at the first element of the jump is to be avoided. A sloping oxer, and, to an even greater extent, a triple bar, causes the horse to land well out while a close take-off is necessary to enable him to clear a second jump of the same type.

3.3. Finally, let us consider the case where the two spread obstacles of a double are not of similar type (C-B). Here, reasoning along the same lines, we arrive at the solutions indicated in Annex VI.

4. Trebles

As far as trebles are concerned, the distance between the second and third jumps may be calculated in the same way, bearing in mind, however, that where there is a lessening of impulsion after clearing the second jump of the treble, it will be necessary to make a very slight reduction in the distance between the second and third jumps of the treble in question.

5. It will also be necessary to consider most carefully the ground on which the obstacles are to be placed. An upward or downward slope, however slight, has a distinct influence on the normal length of a horse's stride and therefore the distances between the obstacles must be adjusted to ensure that the horse meets them on a good stride.

6. Similarly, in very heavy going the strides are slightly shorter than on firm going. A very small or a very large ring will also have its effect.

7 The Course Designer must depend, therefore, above all on his flair for the job and on his experience.

8. If he does choose awkward distances, he must know how to allow for this when deciding on the height and width of the jumps; otherwise he will be introducing an undesirable element and interfering with the rhythm of the round.

9. When a Course Designer introduces problems of "long" or "short" distances, he must avoid anything bordering on the acrobatic and must keep within reasonable limits, which may be summarised as follows:

- The problem of the "short" distance or the "long" distance may be offset by reducing or increasing the normal distance by from 0.20m to 0.40m. But to increase or reduce the normal distance any more would risk presenting both horse and athlete with an almost insoluble problem. Luck would then play a bigger part than skill and the competition would not be a fair one.
- Distance plays its part with regard to other obstacles besides doubles and trebles, and must be considered in every case where the jumps are less than 30 metres apart. The normal distance can be reduced or increased by 1 m to have either a short or a long distance.

Article 3 - PLACING OF FLAGS AT THE OBSTACLES

1. The main purpose of the flags is to show in which direction an obstacle must be jumped. Flags defining the limits of an obstacle which the athlete must jump should

be placed at the exterior limits of the part of the obstacle to be jumped, in front of the wings, the elements framing the obstacle or the columns of a wall.

2. Flags may be independent of the obstacle and in this case they must be fixed in the ground. They may also be attached to the uprights or the wings or to the columns of the wall.

3. Two flags must be placed at a vertical obstacle. A minimum of four flags (2 in front and 2 behind) must delineate a spread obstacle.

Article 4 - CHECKING THE COURSE AND REGULATING ITS DIFFICULTY

Once the first course of the day has been set up as well as the obstacles only to be used in the subsequent courses and which may be barred by two crossed flags, the Course Designer will go round the course again with one or two assistants to fix the exact height and width of each fence, put the numbers in place and make a final inspection of the jumps. He will be especially attentive to the place of the flags, bearing in mind that, if any part whatever of an obstacle is knocked down inside the flags, it constitutes a fault.

The course must be regarded as a whole and the height and width of each obstacle decided from the point of view of its place in that whole, bearing constantly in mind the distance, type and size of the jumps which precede and follow it and not forgetting the type of soil and its condition and any effect the weather might have.

It is therefore necessary to calculate the difficulties caused by the height, width and appearance of the obstacles, as well as the distances between them.

It is absolutely necessary that the Course Designer or his assistant controls every obstacle of the competition after the athletes have walked the course.

Article 5 - MEASUREMENT OF THE COURSE

The Course Designer's final task is to measure the length of the courses of the day. He must do this job himself, or confide it only to a competent assistant, since mistakes in measuring the course arise far more frequently from a mistaken idea of the course the horse will follow in the turns than in a failure of the equipment used. The length of the course must be measured with the greatest care as the speed is one of the essential elements of any competition.

Experience has shown that in indoor arenas turns must be measured rather generously to avoid having an abnormal number of horses penalized for exceeding the time.

If a course includes natural fences (banks, sunken roads, etc.) these obstacles cause a slow down which corresponds for a single bank (with one jump getting on the bank and one getting off) to the time needed to cover a distance of about 12 metres.

Article 6 - JUMP-OFF

1. Where provision is made for a jump-off, the jumps to be used in the jump-off must be shown on the plan.

2. At the discretion of the Course Designer, obstacles not in a jump-off may be removed from the course or barred with flags to indicate that they are not to be jumped.

3. The Course Designer must make sure that he has to hand the material necessary to raise the course to a sufficient height and he should decide before the competition with the approval of the Foreign Technical Delegate or the President of the Ground Jury, the height and spread for the jump-off obstacles, depending on the result of the previous round.

4. Every jump-off must basically preserve the character of the initial course (shape, type of obstacles, colour, etc.).

5. Only exceptionally, should obstacles used in the initial course be removed from the ground for the jump-off. In an indoor event this is left to the discretion of the Course Designer.

6. Under Table A, it is mandatory that a combination be included in the jump-off if there is one in the first round (Art. 246.2).

7. A maximum of 2 new obstacles are allowed in the jump off.

Article 7 - PLAN OF THE COURSE (see example of course and description of the obstacles in Annex VII)

1. The Course Plan is an official document which must be drawn up and signed by the Course Designer.

2. It must be posted at least half an hour before the beginning of each competition (either at the entrance of the arena or in the practice area) and a corresponding copy must be supplied to the President of the Ground Jury and to the Foreign Technical Delegate, if appointed.

3. The plan must include:

3.1. The position of the starting and finishing lines (for the first round of the competition with jump-off[s]).

3.2. The relative position of obstacles carries one number but each effort must have different letters (A-B-C, etc.).

3.3. Compulsory turning points, if any, marked by a white flag on the left and a red flag on the right of the athlete.

3.4. The track to be followed by the athlete marked by arrows showing the direction in which each obstacle must be jumped either by a continuous line (in this case it must be strictly followed) or by a series of arrows showing the direction in which each obstacle must be jumped (in this case the athlete is free to choose the

track to follow). If a compulsory turning point is provided for in a course without other restriction, both procedures must be used on the same plan. (Art. 218.2.1)

3.5. The table of penalties in use.

3.6. The speed to be complied with, if applicable.

3.7 The length of the course, as it was measured, or re-measured by the Ground Jury (Art. 204.2).

3.8. The time allowed and the time limit, if any, or the fixed time in certain special competitions.

3.9. Instructions for the jump-off(s) or the second course of a competition in two rounds if this course is shortened. The obstacle numbers, the length of the course, the table, the speed, the time limit.

3.10. Designation of closed or partially closed combinations.

Nota Bene:

- If the competition in two rounds comprises two different courses, a plan must be drawn up for each round.
- In certain competitions the length of the course is not relevant. (Fault and Out competitions, Top Score, etc.). The same goes for the time allowed (e.g. Power and Skill competitions, Take Your Own Line, the jump-off(s) in the Puissance, etc.).
- If in the jump-off(s), the starting and finishing lines have to be re-sited, the new positions must not be marked on the Course Plan to avoid confusion.
- At least for major competitions (Olympic Games, Championships, Grand Prix, Nations Cup) the Course Designer must note to the right of the Course Plan the description of each obstacle with its height and spread and the distance between the elements of combinations.

SECTION 6 - FUNCTION OF THE COURSE DESIGNER AND HIS ASSISTANTS DURING THE COMPETITIONS

Too often the Course Designer leaves the arena during a competition. Unless he has very competent assistants he should be present to supervise and study how the horses have jumped the course. The more he watches the better idea he will have as to the problems he can set for the next day ideally every fence on the course will have incurred a fault, with the exception of the first fence and possibly the water jump and no fence should be a "trick" fence.

During the competitions, the task of the Course Designer is to supervise the rebuilding of any fences that are knocked down so that they are exactly as they were before, and to alter the course between each competition.

He will therefore divide the arena party and his assistants up into several groups each responsible for certain jumps.

These groups (a leader and two or three assistants) are best placed along the rope or barrier at the edge of the ring (except in certain special competitions, such as a Fault and Out relay, where the assistants must be near the jump to put it up again immediately if it falls). Only the person responsible for the water and possibly the person in charge of the bank should remain beside their jumps.

The arena party must be told not to move from their places while there is any risk of upsetting a horse in the ring. Orders should also be given to the arena party to see that there is a sufficient supply of reserve material, preferably stored outside the ring, and that any damaged parts are taken for repair immediately.

A reserve supply of cups and poles should be available. Before the start of the competition, if the President of the Jury wants stewards at the obstacles, the Course Designer together with a member of the Ground Jury will position them in the arena. The Course Designer must never judge an obstacle himself.

He will, as required, ensure that no athlete is allowed to start before all the jumps have been reset. This control is especially necessary after the athletes have walked the course.

At the end of the competition, the arena party will join the Course Designer, one of them bringing the jump numbers which he has collected.

It is desirable that the Course Designer has two sets of jump numbers of different colour available, to enable him to place in advance (while turning them over) the numbers to be used in the second competition of the day.

The new course will then be set, using, where necessary, some means of transport if certain obstacles have to be removed or others brought in because there was no room to put them up beforehand. In this case they will have been prepared before the competition on whatever means of transport is to be used.

If the Course Designer has assistants, several groups may work together at tasks previously assigned to them but the Course Designer must himself check the work of those groups which were not under his direct orders.

Particular attention should be paid to the placing of the numbers, flags and markers at the start and finish.

Obstacles which are not used should be crossed off with flags.

CONCLUSION

In conclusion to this Chapter, the preparation of a course, its planning and setting-up, demand a long and exacting task of the Course Designer. He must

accomplish it with sound knowledge, fully aware of his responsibilities and in the spirit of close collaboration with the President of the Ground Jury and/or the Foreign Technical Delegate.

He must prepare himself as well as possible for this task and produce courses that contain no surprises with a view to being technically judged and are worthy of the athletes and horses that will tackle them and attractive for the spectators.

TABLE OF FAIR DISTANCES BETWEEN ELEMENTS OF A COMBINATION IN NORMAL CONDITIONS

The distances always represent the inner measurement between the two obstacles.
For one or two strides (valid for 120-140 cm)

Measured in metres

Type of fence	A	B
	vertical	parallel oxer
A	07.60-08.00	07.50-07.80
Vertical	10.60-11.00	10.50-10.80
B	07.60-07.80	07.40-07.70
Oxer	10.60-11.00	10.40-10.70
C	07.70-08.00	07.60-07.80
Triple bar	10.70-11.00	10.50-10.80

The Course Designer may alter these distances according to:

- level of horses, type of competition
- sloping ground, deep going, sharp turns
- ascending ground, construction of fence (solid, filling ...)

Distances under good conditions between two obstacles

3 strides	14.30 m-15.00 m
4 strides	17.90 m-18.60 m
5 strides	21.50 m-22.50 m
6 strides	25.00 m-26.00 m

The distance of two (2) to four (4) strides between obstacles as is recommended in the above table must not be increased or decreased by more than 25 cm.

DISTANCE IN TREBLE COMBINATIONS (**see Annex IX**)

CHAPTER III – ORGANISING COMMITTEES

SECTION 1 - INTRODUCTION

Article 1 - OBJECTIVE

The objectives of this Chapter are:

1. To give certain indications and recommendations to Organising Committees in order to help them to avoid the friction and difficulties that could arise.
2. To point out ways of improving collaboration and co-ordination between all parties participating in the organisation of an event.
3. To promote the successful administrative and logistical running of the Show.

SECTION 2 - THE ORGANISING COMMITTEE, ITS NATIONAL FEDERATION AND THE FEI

Article I - CALENDAR OF EVENTS

1. All International Events must receive the prior authorisation of the National Federation, which, in turn, informs the FEI, within the deadlines and conditions prescribed by the FEI General Regulations.
2. Events that are proposed in the calendar after the prescribed deadlines may or may not be admitted or may lose all priority over Events that have been accepted within the deadline.

Article 2 - RESPECTIVE RESPONSIBILITIES OF THE NATIONAL FEDERATION AND THE ORGANISING COMMITTEE

1. From the FEI viewpoint, the responsibility for the organisation of all International Events rests with the National Federation, both from the technical and financial aspects as well as from the legal ones.
2. It is the duty of the Organising Committee to take all necessary measures, in order to cover its own responsibilities. For this reason, it is desirable to include an insurance expert in the Organising Committee.
3. All questions, relevant to the authority of the FEI can be dealt with only through the National Federations.
4. The National Federation is responsible for sending information concerning the prizes distributed during the Event and for the payment of the organising dues.
5. After the Event, the Organising Committee is responsible for collecting the imposed fines relating to passports and sending these to the FEI. In the week following the Event, the Organising Committee must also send the results and a list of the money prizes awarded for each international competition, to the FEI and to the NFs that participated, together with a copy of the programme.
6. The OC must submit their proposed schedules for approval to the FEI no later than 4 months before the show. After corrections and approval the OC is obliged to print and distribute the corrected version of the schedules.

SECTION 3 - THE ORGANISING COMMITTEE AND THE OFFICIALS

Article 1 - GENERAL

1. The judicious choice of Officials by the Organising Committee made in collaboration with the National Federation can only benefit the general organisation of the Event.

2. During the preparatory period of the Event, an approach must be made to those persons who are experienced and have a large knowledge of the problems of organisation.

3. To ensure continuity in the various functions, it is recommended that young people are integrated into the working committees or as observers in the Organising Committee.

4. Official functions must not be taken up by persons who had outstanding abilities in the past but who have lost direct contact with the sport.

Article 2 - THE ORGANISING COMMITTEE AND THE PRESIDENT OF THE GROUND JURY

1. The President of the Ground Jury has a big responsibility in the organisation. He must undertake the duties of the Foreign Technical Delegate, if such an official has not been appointed.

2. He must be integrated into the Organising Committee as a consultant, well before the start of the Event.

3. The Organising Committee should profit from his experience and seek help in relation to the composition of the Schedule and Programme, the layout of the arena, the organisation of the Ground Jury, the activities and responsibilities of the Chief Steward, the condition of the competition arenas and the training areas and all other preliminary questions to facilitate the good running of the Event.

4. The Organising Committee must enter into agreement with him, with regard to the coordination of functions among the other Officials and the various responsibilities, elements of the organisation and the finalising of the necessary technical meetings.

5. The OC must give the President of the Ground Jury the opportunity of visiting the various places foreseen for the Event, with the President of the Organising Committee or his substitute, in order to approve them or suggest improvements.

6. Throughout the whole Event, it is of prime importance to integrate the President of the Ground Jury into the Organising Committee and to maintain regular contact with him.

7. The President of the Ground Jury, on his part, must do everything possible to support the Organising Committee and to instruct all collaborators as soon as possible.

8. He should be at the Event the day before the start of the competitions at the latest.

Article 3 - THE ORGANISING COMMITTEE AND THE FOREIGN JUDGE

1. The role of the Foreign Judge is that of a spokesman for the FEL. As the most important collaborator of the President of the Ground Jury, he must be chosen conscientiously, on the basis of experience and authority.

2. His appointment must be made as soon as possible and at the latest, before the printing of the Schedule.

3. He must be informed on all of the programme well before the Event and receive, in good time, the Schedule approved by the FEI, and all other useful information (travel formalities, date of arrival, accommodation arrangements, date and time of technical meetings, official invitations, address and telephone number of the Secretariat of the Event etc.).

4. On the arrival of the Foreign Judge, at least one day before the start of the Event, the Organising Committee must give him all the help and information he might require in order to make the immediate and necessary contacts with the President of the Ground Jury, the Chief Steward, the President of the Appeal Committee, the Veterinary Delegate, the Course Designer, the Foreign Technical Delegate, the Doctor, etc.

5. In order that the Foreign Judge may not have to change money, the organiser can render a great service by giving him the prescribed allowance or, at least, an advance on this, on arrival.

6. A good contact between the Organising Committee and the Foreign Judge and constructive criticism by the latter will help the organisation of the Event. For this reason, a personal discussion before, during and after the Event, with the President of the Organising Committee ought to be arranged possibly in the presence of the President of the Jury.

Article 4 - THE ORGANISING COMMITTEE AND THE APPEAL COMMITTEE

1. Since the Jumping discipline is becoming more and more professional and since veterinary questions are a large part of the responsibilities of the Appeal Committee, the Organising Committee should not lose sight of the fact that the task of this Committee is of capital importance and is essential to the good organisation of the Event.

2. For this reason, the choice of the President and Members of the Appeal Committee must be made from amongst persons who have a wide knowledge of the sport of show jumping and not from amongst friends or worthy people who lack thorough knowledge.

3. An experienced International Judge who has maintained a continuous contact with the sport of show jumping is often the best President of the Appeal Committee. In addition to their having international experience, the Members must come from official international organisations, institutions for sports law, etc.

4. Given the fact that it is necessary that the Appeal Committee begins its functions as soon as the Veterinary Commission or the Veterinary Delegate has commenced the examination of the horses, it is important that the Organising

Committee invites this Committee at least one day prior to the Event and provides it with all necessary information to facilitate contact between the President of the Appeal Committee, the President of the Ground Jury and the Veterinary Commission (Veterinary Delegate).

5. The Organising Committee must provide for the services of a secretary, as well as the possibility of using a meeting room for the President and his Committee. In addition, places separate from the Ground Jury must be provided for the Committee to watch each competition.

Article 5 - THE ORGANISING COMMITTEE AND THE VETERINARY COMMISSION (VETERINARY DELEGATE)

1. Because of the increased responsibilities of the Veterinary Commission (Veterinary Delegate) at Events, the choice of the representatives on this Commission or of the Veterinary Delegate must be made conscientiously.

2. As a consequence, it is important to integrate the President of this Commission or the Veterinary Delegate into the Organising Committee and to ask them to give their instructions before the start of the Event. A sample list of such instructions is enclosed in Annex I.

3. The Organising Committee will have a great advantage in benefiting from a close collaboration between the Presidents of the Ground Jury, the Appeal Committee and the Veterinary Commission/ Delegate and must make it easy for them to keep in touch.

Article 6 - THE ORGANISING COMMITTEE AND THE FOREIGN TECHNICAL DELEGATE

1. When the Foreign Technical Delegate required for Championships is appointed by the Bureau of the FEI, the latter will be responsible for the travelling expenses of this official, including the expenses of a possible preliminary visit made with the agreement and prior consent of the Secretary General of the FEI.

Within the framework of this appointment, the accommodation expenses of this Official, for the duration of the Championship as well as for the preliminary visit must be covered by the Organising Committee.

2. The Organising Committee is entitled, in agreement with its National Federation, to ask the Secretary General of the FEI to appoint or invite a qualified Foreign Technical Delegate to help the Committee with advice in its preparations for the Event and/or during the Event itself.

Within the framework of this nomination, all expenses whatever (travelling, accommodation, etc.) fall on the Organising Committee.

3. In every eventuality, the Organising Committee must immediately establish contact with the Foreign Technical Delegate to allow the discharge of important responsibilities and duties.

Article 7 - THE ORGANISING COMMITTEE AND THE COURSE DESIGNER

1. The appointment of a Course Designer, who is experienced in International Events, is very important for the success of the Event that is to take place.

2. For more effective performance, the Organising Committee must integrate with the Course Designer and make use of his experience in the following:

- The drawing-up of the Schedule and of attractive and varied competitions.
- The choice and dimensions of the competition arena and the exercise and schooling areas and their orientation.
- Material and equipment for the maintenance and improvement of the grounds of the arena and exercise and schooling areas.
- The nature of the grounds and their improvement (arrangements to be made, if no drainage exists).
- Construction and restoration of obstacle materials.
- Construction of natural obstacles.
- Stock of spare material.
- Supply of material. (sand, turf, etc.).
- Site of the entry and exit to and from the arena.
- Illumination of the arena and exercise and schooling areas.

3. To permit satisfactory development of the work of the Course Designer, it is essential that the Organising Committee place one or more assistant Course Designers at his disposal, as well as a disciplined party of executants who understand their work. The assistants and the arena party should be ready a few days before the start of the Event.

Article 8 - THE ORGANISING COMMITTEE, THE CHIEF STEWARD AND STEWARDS

1. Although the task of the FEI Stewards is described in detail in the General Regulations (Art. 155) and in this Memorandum (Chapter I Art. 6) these prescriptions will be irrelevant if the persons appointed for this task, lack the required competence and are not motivated by their difficult and important task.

2. It is indispensable that the Organising Committee appoints persons who have a complete knowledge of Equestrian Sport and are capable of firmness in their decisions, with the required will to observe and exercise control over the restricted areas (stables, schooling, etc.), throughout the whole Event. The Chief Steward must be chosen from the FEI list of stewards.

3. Given the fact that the continual presence of these Stewards is required, the Organising Committee must appoint a sufficient number of stewards under the

responsibility of the Chief Steward, and integrate them into the body of its organisation.

4. Before the Event, the appointed Chief Steward must be duly instructed by the President of the Ground Jury.

5. The Chief Steward must be present at the scheduled technical meetings.

6. The principal assistant Stewards should master the most important languages of the athletes in order to be able to communicate with the latter easily in the exercise and schooling areas.

Article 9 - THE ORGANISING COMMITTEE, THE MEDICAL AND FARRIER SERVICES

1. Medical Service

The Organising Committee must obtain the collaboration of at least one Doctor, a medical service and an adequate number of ambulances.

The Organising Committee will make all the necessary arrangements with a hospital, situated as near as possible to the place where the Event is held.

The expenses for the services of the Official Doctor or the medical service must be covered by the Organising Committee.

2. Farrier Service

The Organising Committee must ensure the collaboration of at least one Farrier for the entire duration of the Event and will also make sure that services can be called on, at all times, from the arrival of the horses until their departure.

The expenses for the Farrier service can be covered by either the athletes or the Organising Committee, according to the general conditions of the invitations.

SECTION 4 - FACILITIES

Article 1 - ACCOMMODATION OF OFFICIALS, CHEFS D'EQUIPE, ATHLETES AND GROOMS

1. In addition to the accommodation of the Officials, Chefs d'Equipe and athletes which generally do not cause problems, *the Organising Committee must give full attention to the accommodation of the grooms.*

2. It is indispensable that the grooms who so wish it, should have suitable accommodation at their disposal, if possible, close to the stables and containing all the comfort required (toilets, showers in good working order, etc.).

3. It is of prime importance that the meal service is perfectly organised (canteens, snack bars, etc.), especially where the accommodation of the grooms is decentralised.

4. The Organising Committee must provide for the segregation of the sexes.

5. It is recommended to send a questionnaire to the participants at the same time as the Schedule, concerning accommodation for grooms, given the fact that many of them prefer to stay in their lorries.

Article 2 - STABLING OF HORSES

1. The Organising Committee must conform to the required conditions, fixed by the Veterinary Regulations, with regard to the stabling of horses and all related installations, in keeping with the health and well-being of the horses and the principles of hygiene.

2. Sufficiently spacious boxes or stalls must be provided to allow the horses to obtain plenty of rest. Minimum 3 x 3 m

3. The stables must be situated in a quiet spot and be under surveillance at all times. Access to them must be strictly controlled and all circulation of persons not on duty must be prohibited.

4. Security in the stabling area must be a prime task of the Organising Committee.

5. Smoking in the stables must always be prohibited.

Article 3 - LOCAL TRANSPORT

1. The good organisation of local transport between the sleeping quarters, the Event, the stables and all other locations for Officials, Chefs d'Equipe, athletes and grooms must be such that it will avoid all friction.

2. In order to achieve this, the Organising Committee will have to appoint a competent person who will have the job of setting up a transport plan for the entire duration of the Event.

SECTION 5 - SCHEDULE, PROGRAMME AND TIME-TABLE, SPECTATORS

Article 1 - SCHEDULE

1. The Schedule must be elaborated as a draft by the Organising Committee, based on the "Check List for the Draft-Schedule" sent by the FEI to NFs each year.

2. This draft must be sent in sufficient time to the National Federation for consideration, who then forward the schedules for CSI3*, CSI4*, CSI5*, CSIOs, Championships and Games to the FEI for approval, within the deadline of at least 16 weeks before the start of the Event. Schedules for CSI1* and CSI2* events are sent to the respective NFs for approval.

3. This Schedule may only contain indispensable information for the Officials and participants. Only references to the Articles of the Rules and Regulations may figure in the Schedule and it is, therefore, superfluous to reprint specific, technical texts

and particular conditions that are inserted in the text of these Rules and Regulations.

4. It is highly desirable that the Organising Committee obtains the collaboration of the appointed President of the Ground Jury and the Course Designer to finalise the Draft Schedule.

5. The types of competitions contained in the Schedule must be the most varied possible and arouse the constant interest of the spectators, throughout all the days of the Event.

It is recommended that the Nations Cup and Grand Prix be scheduled to take place with an interval of at least one day between both.

6. The Schedule may equally contain general information concerning the principle aspects of the organisation of the Event.

The principles and guidelines to be followed for the elaboration of the Draft Schedule are shown in Annex II to the present Chapter.

Article 2 - PROGRAMME AND TIME-TABLE, SPECTATORS, PUBLICITY

1. In addition to its sporting character, a varied and attractive programme, providing good publicity for equestrian sport, must constitute a spectacle for the spectators.

2. One of the most important elements to ensure the success of all Events is a programme that goes off rapidly and within a precise time-table. The boredom of competitions that run for too long or of prolonged interludes is to be avoided at all costs.

3. The various attractions provided for between the competitions, the organisation of personal contacts between the public and the athletes, the possibility for shopping at the Event, the organisation of general interest events (concerts, exhibitions, etc.) are just some of the elements that can contribute to the success of the Event.

4. Some exceptions apart, it is recommended that a small Committee be set up, to develop new initiatives to be fitted into the programme and to avoid the danger that Events, by repeating the same programme year after year, could lose their attraction. It is important that this Committee should find new ideas for the programme each year.

5. Even a good programme, however, will not bring spectators to the show without publicity. The person responsible for publicity must therefore be instructed a long time in advance concerning the central theme of the Event and must set up a programme based on a long term publicity plan.

SECTION 6 - PRESS, PHOTOGRAPHERS AND TELEVISION

Article 1 - PRESS

1. The Organising Committee must recruit a responsible and competent person who is put in charge of relations with the press before, during and after the Event. (Press Officer).

2. Invitations to accredited journalists must be sent to them well in advance of the start of the Event.

3. At the time of the Event the press must have reserved places or a covered stand at their disposal and, a well sited office, fitted with all the necessary equipment.

4. They must be furnished with all useful information (schedule, list of participants, passes, hotel information, invitations to official receptions, etc.), well in advance and also during the Event (programme, lists of starters, course plans, final results, etc.).

5. The press cannot be granted access to the stables except with the special authorisation of the Chief Steward or the Technical Delegate. However all measures should be made to make conditions of media the best possible.

Article 2 - PHOTOGRAPHERS

1. The Organising Committee must supply the authorised photographers with a pass to the Event, which allows them to take advantage of the information and privileges granted to the press.

2. Photographers must be given a distinctive identification issued by the Organising Committee which they must wear at all times when they are in the arena.

3. In order to avoid inconvenience or danger to athletes, it is strongly recommended that the Course Designer should provide one or more enclosures for the exclusive use of authorised photographers.

Article 3 - TELEVISION

1. If television coverage is planned, the Organising Committee will get in touch with the national television authorities before the Event.

2. The Committee will arrange one or more meetings to be attended by the President of the Jury, the Course Designer and the television officials in order to make all the necessary arrangements (such as the infrastructure for broadcasting and setting up a time-table for coverage).

3. The Committee must take great care to see that as far as they possibly can the requirements of the Show programme fit in with those of the television coverage and must therefore consider carefully the technical running of the parts of the programme which are to be televised.

SECTION 7 - IMPORTANT RECOMMENDATIONS TO ORGANISING COMMITTEES

For an Event that has been carefully prepared, the following very important recommendations will facilitate its running to the satisfaction of all parties concerned.

Article 1 - INFORMATION LEAFLET

The elaboration of this leaflet, which is distributed to all participants, officials and press upon arrival at the Event will, if it is carefully edited and detailed, avoid the petty annoyances caused by trying to find information, and by questions and misunderstandings.

A specimen list of suggested items to be published in this leaflet is given in Annex III to the present Chapter.

Article 2 - TECHNICAL MEETINGS

1. The organisation of both Committee meetings and technical meetings of officials is particularly important.

2. They have the following main objectives:

- To clarify all questions related to the organisation.
- To eliminate all possible ambiguities and doubts in the Schedule.
- To verify and update the time-table and Programme of the Event.
- To establish the draw for the order of starting.
- To give information about the social events.
- To explain the organisation of the veterinary, medical and farrier services.
- To resolve questions concerning the accommodation and stay of the participants, grooms and horses and the feeding of the latter.
- To deal with questions concerning local transport.
- To discuss all technical questions: qualifications, results, classification, prizes, and practical timetables for schooling in the exercise areas.
- To deal with all other questions of general interest (customs formalities, visas, passports, administration).

3. The drawing up of minutes of these meetings, for distribution to all interested parties, should be arranged.

Article 3 - NOTICE BOARDS

Notice boards for the purpose of announcing all useful information for the officials, participants, etc. should be provided. They should be placed at points which are in clear view, within the precincts of the show grounds, for example, in the exercise

areas, the stables, entry to the arena, etc. The use of "pigeon holes", one per participating country, for information distribution, is very useful, preferably located at the stables.

Article 4 - INFORMATION BULLETIN

If it proves necessary to announce supplementary information, in the course of the Event, it is helpful to use a written information bulletin. The Organising Committee must ensure that each item of information is delivered to all interested persons in time.

Article 5 - DEFINITE ENTRIES AND MASTER LIST

It is of the greatest importance to establish a correct master list of Definite Entries before the first competition commences, in order to avoid any misunderstandings. This list must be examined by the Foreign Judge to ensure that the rules for invitations are followed.

NFs must supply the following information on the breed of horses which are entered on the definite entries: sex, colours, age, athletes and owners, stud book initials, breed of animals, place of birth.

Article 6 - COMPETITION ENTRY FORMS

To avoid difficulties, all general or daily entries to be registered should be established in writing. It would be very useful if a form was drawn up containing the names of the horse and the athlete, the number of the competition, the date and time of the entry and the legible signature of the person making the request. This form should be filed in the Event Secretariat and be available to the Ground Jury at all times.

CHAPTER III - ANNEX I

LIST OF VETERINARY GUIDELINES FOR EVENTS

1. Introduction *The Organizing Committees should appoint the Veterinary Commission/Delegate in time to submit the appropriate nominations to the FEI with the Schedule at least 16 weeks before the event, in accordance with the current General Regulations. All veterinary arrangements for the event should then be made in consultation with the appointed veterinarian. This list is not exhaustive and should be read in conjunction with all other rules and regulations. **A full set of the relevant Veterinary Regulations is available on the FEI website: <http://www.fei.org/Rules/Veterinary/Pages/Default.aspx>***

2. Current Veterinary Regulations including corrections and interpretations will be applied.

3. Appointments

3.1. CIS (CAs/CFs/CNs)

Will appoint:

A Veterinary Delegate

3.2. CIOs/World Cup Finals/Championships/Regional and Olympic Games

Will appoint:

A Veterinary Commission containing:

A President

An Associate Member

A Foreign Veterinary Delegate

4. Responsibility of Organising Committee 4.1. Stable Area: - adequate and effective security system - veterinary office (eg. caravan) incl. access to secretarial facilities - suitable stables (disinfected) - two loose boxes for sick/injured horses - two loose boxes for sampling - isolation facilities, treatment boxes for supervised treatment.

- fodder, bedding and storage of these
- water supply
- lighting
- daily disposal of dung
- insect and rodent free
- fire precautions and plans for emergencies

4.2. Veterinary Arrangements (see current Veterinary Regulations on the FEI website: <http://www.fei.org/Rules/Veterinary/Pages/Default.aspx>)

All appointed officials to be on site from 30 minutes before the start of the first competition until 30 minutes after the end of the last competition each day, and there must be a means of contacting all the veterinary officials at all other times during the entire event. A veterinarian should be at arena during all competitions.

- Communication and transport (if necessary for duty veterinarians)
- First aid station
- Access to equine hospital including X-ray facilities
- Approved methods for equine euthanasia
- Horse ambulance (low loading transporter), screens and personnel trained in the rapid evacuation of a dead or seriously injured horse from the arena.

4.3. Sampling Arrangements

Compulsory for a minimum of 5% of all horses and in any case at least 3 horses entered at CSIs (Category A), CIOs, Cup Finals, Championships and Games (see VR Art. 1016).

- provision of a standard sampling procedure
- ensure awareness of FEI appointed laboratory
- order sampling kits from HFL or other FEI laboratories
- provide at least two loose boxes for sampling
- liaise with the appointed MCP testing veterinarian

Where it is not possible to provide such an area and facilities for the purpose of handling samples, every effort should be made to provide alternative facilities conforming as near as possible with the requirements (e.g. a medium-sized caravan will serve the purpose in most cases).

When required by the Testing Official, the Organizing Committee should allocate a technician for the testing procedures, who is familiar with medication control issues.

4.4. Stabling of horses

- Ensure that horses are stabled with others of the same country and that there is a 24 hour security guard system under the authority of the Chief Steward.

4.5. Team and Treating Veterinarians

- must provide Veterinary Delegate/Veterinary Commission with list of attending Team and Treating Veterinarians by 30mins before the start of the event
- must comply with current Veterinary Regulations

4.6. Horse Passports

- arrange for collection of all passports on arrival, for their safe keeping and for their availability to the Veterinary Commission, Ground Jury or Appeal Committee on demand
- notification of monetary fines imposed by the Appeal Committee

4.7 Inspections and Examinations

- Clinical Examination - arrange as soon as possible after arrival
- Fitness Inspection – provide timings in programme, arrange site and stewarding.

CHAPTER III - ANNEX II

SCHEDULES - PRINCIPLES AND GUIDELINES FOR THEIR PREPARATION

Principle

The Schedule is one of the essential elements of the organisation of any International Event. It is the foundation of the program, which in itself must be varied and attractive, and arouse the interest of the invited athletes, spectators, press and television.

Guidelines

In view of this principle, the following guidelines are strongly recommended:

1. The preparation of a Schedule is in the first place the responsibility of the Organiser of the Event, and beyond that, of the Organiser's National Federation (NF).
2. All Schedules must be drawn up on the basis of advice received and recommendations made in consultation with the President of the Ground Jury and the Course Designer (or the Technical Delegate, if any), who will have been appointed in ample time.

3. In the Schedule, the listing of the conditions under which the Event will be held must follow the sequence of items laid down in the "Check List" which the FEI sends to the NFs concerned.

4. In the preparation of the Schedule, the acquired experience and lessons drawn from the organisation of previous Events should be kept in mind, as well as the improvements, corrections and advice given by the Foreign Judge, as a representative of the FEI, and by all other Officials, regardless of their status in the framework of the organisation.

5. A correct Schedule can only be drawn up according to the most recent Rules and Regulations of the FEI, as well as any corrections, additions and interpretations subsequently published.

6. One must keep in mind that the general aspects of any schedule must arouse the interest of NFs and invited athletes. Consequently, the Schedule must be written clearly and concisely, in order to avoid any litigious questions which could create problems, recriminations or uncertainties which would have to be settled during the event. This is also in the interest of all Officials at the event.

7. The required Officials must be chosen and contacted in ample time before the event. Their names may appear in the Schedule only when they have accepted their appointment. The General Regulations, Veterinary Regulations and the Rules of the particular discipline lay down the required qualifications for Officials, and must be carefully consulted.

8. Conditions of the Competitions

8.1 The conditions under which the competitions are to be held must be laid down clearly and be limited to the requirements specified in the Rules of the particular disciplines.

8.2 It is superfluous to include under this section all of the requirements listed in detail in the Rules.

9. The Schedule must set up a time-table as precise as possible, and take into account any important requirements arising from the arrangements for television coverage. It must, however, be flexible in order to deal with any unforeseen circumstances. For evening sessions the programme must be set up in a way that will assure the conclusion of the competitions before midnight.

10. Once the Schedules for CSI3*, 4* and 5* plus CSIOs, Championships, and Games have been drawn up, they must be sent immediately to the FEI, accompanied by the written approval of the NF of the organising country, at least 16 weeks before the beginning of the Event.

For CSFs, CSAs, CSIs Cat B, the schedules must be sent to the NF concerned for approval. A copy of all schedules must be sent to the President of the Ground Jury and Foreign Judge.

11. The final Schedule for all events must be forwarded to the FEI as soon as it is printed, and at the latest, as soon as it has been sent to the NFs concerned.

12. Once the FEI has approved a Schedule, any subsequent modifications must be brought to the attention of the Secretary General in writing. The NFs concerned must also be notified. In principle no changes may be made within 2 weeks of the start of an event. In exceptional circumstances schedules may be changed during an event in agreement between the OC, the Chefs d'Equipe and the Ground Jury when present. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the Sec. Gen. by the Foreign Judge.

13. Only the amended and approved Schedules may be communicated with the invitations to the respective NFs.

ANNEX III

LIST OF ITEMS FOR PUBLICATION IN THE INFORMATION LEAFLET

1. Officials

1. 1. Leading figures of the organisation

President, Vice-President, Secretary General etc.
names, address, telephone number.

1.2. Ground Jury

President, Foreign Judge, members, (names, nationality, accommodation during the Event, telephone number)

1.3. Course Designer

Name, accommodation during the Event, telephone number

1.4. Foreign Technical Delegate

Name, accommodation during the Event, telephone number

1.5. Veterinary Commission or Veterinary Delegate and Treating Veterinarian

Composition, accommodation during the Event, Names, telephone number of Chairman Veterinary Commission, Foreign Veterinary Delegate, Veterinary Delegate

1.6. Appeal Committee

President and members, names, accommodation during the Event, telephone numbers

1.7 Medical Officers

Names, telephone numbers

1.8. Farriers

Names, telephone numbers

1.9. FEI Stewards

Names of the Chief Steward and his principal assistants.

1.10. Other officials of the organisation

Assistant Course Designers, Stable Manager, Obstacle Stewards, (names, accommodation during the Event, telephone numbers)

2. Programme and time-table of the Event (daily programme, special time-table of each competition, information as to the table of judging and special conditions of competitions)

3. Technical meetings/Veterinary inspection Dates, times, place, participants

4. Definite entries, and declaration of starters Dates, times, place, participants

5. Official receptions
Dates, times, place, transport, participants.

6. Facilities: information on the facilities given to Chef d'Equipe, athletes, grooms and horses (transport, customs formalities, stay, possible allowances) - List of places where accommodation is provided.

7 Local transportation between accommodation, stables, Showground and sites of the official receptions.

8. Identification tag numbers of horses

Place where they can be collected and returned. Horses must wear these numbers whenever they leave their boxes.

9. Veterinary Service: functioning, place, timetable of competitions

10. Medical Service: functioning, place, timetable of competitions

11. Farrier Service: functioning, place, timetable of competitions

12. Stabling and feeding

13. Distribution of prizes: information as to the ceremonies of distribution of prize money and/or prizes in kind and other prizes

14. Access to the Showground.

Official passes for Chefs d'Equipe, athletes, grooms, owners and Officials - Where they are available

15. Press and photographers: useful information

16. Television: useful information, time-table of transmissions, persons in charge.

17. Miscellaneous

- City plan and possibly a plan of the show grounds
- Information where starting lists are obtainable and on the places where the course plans and useful information are posted
- principal telephones: short list of numbers and addressees
- blank pages for notes.

CHAPTER III - ANNEX IV

ACCESS TO THE ARENA (202.1.)

It is of great importance that athletes, Chefs d'Equipe and trainers walk the course only after it has been inspected by the Ground Jury with the Course Designer and possibly the Technical Delegate.

There must be a sign which indicates "arena closed"/"arena open" and it is only the President of the Ground Jury, who has the authority to open the arena for the athletes, if the sign is not respected by the athletes, the Ground Jury must take the appropriate steps necessary.

At important events where the press wishes to walk the course, it is recommended to fix an exact time in advance. The inspection of the course by the Press should not be at the same time as the athletes' inspection. A guide should be appointed to lead the Press around the course and to give an explanation. (i.e. Technical Delegate, Course Designer or Assistant, Member of the Ground Jury).

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, Avenue Rumine 37, CH-1000, Lausanne 5, 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.