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| **Event** |
| **Venue** |           |
| **NF** |       |
| **Levels** |       |
| **Date** |       |

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| **Foreign Judge/ Technical Delegate**  |
| **Name** |       |
| **Nationality** |       |
| **Email Address** |       |
| **Mobile phone no.** |       |

The purpose of this report is to give the FEI an overall view of the organisation and running of the Event. The report must be completed by the Foreign or by the Technical Delegate immediately following the Event and should be forwarded to the FEI secretariat within 15 days of the Event, at the latest.

The powers, duties and responsibilities of the Foreign Judge are mentioned in the General Regulations, edition currently in force, under Article 148. The same is found for the Technical Delegate under Article 152.

All unusual incidents, irregularities and/or statistics of special interest must be noted under point 12. Thank you for filling in this report as accurately and completely as possible.

All necessary follow‑up action will be taken but this report will not be acknowledged unless specifically requested by checking the box. [ ]

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| **1. Officials**  |

|  |  |  |  |
| --- | --- | --- | --- |
| **1.1** | Please confirm that the officials approved in the FEI Schedule were those that officiated at the Event: | **Yes** [ ]  | **No**[ ]  |
|  |  |  |  |
|  | If no, please specify below: |  |  |
|  | If yes, continue with 1.2. |  |  |
| **1.1.1** | *Name of Official in the FEI Approved Schedule:* |  |  |
|  |       |  |  |
|  | *Name of Official at the Event:* |  |  |
|  |       |  |  |
|  | *Function of the replaced Official:* |  |  |
|  |       |  |  |
|  | *Reason for the change:* |  |  |
|  |       |  |  |
|  | *Was the change approved by the FEI prior to the Event?* | [ ]  | [ ]  |
|  |  |  |  |
| **1.2** | Medical Services |  |  |
|  | Was a qualified doctor on call during the Event? | [ ]  | [ ]  |
|  | Was an ambulance and/or sufficient medical facilities available? | [ ]  | [ ]  |

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| **2. Schedule and Programme**  |
|  |  | **Yes** | **No** |
|  | Did the programme conform to the Schedule? | [ ]  | [ ]  |
|  | Would you suggest any improvements to the programme or schedule? If yes, please note under point 13 | [ ]  | [ ]  |
|  | Were there any problems with interpretation of the rules, or did some rules need clarifications ? | [ ]  | [ ]  |

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| **3. Accommodation and Transport**  |
| **3.1** | **Accommodation**  |  |  |
|  | Was it adequate for the*:* |  |  |
|  |  | **Yes** | **No** | **Not Applicable** |
|  | Officials?  | [ ]  | [ ]  | [ ]  |
|  | *Chefs d’Equipe?* | [ ]  | [ ]  | [ ]  |
|  | Competitors?  | [ ]  | [ ]  | [ ]  |
|  | Grooms?  | [ ]  | [ ]  | [ ]  |
|  | Did the grooms stay in lorries?  | [ ]  | [ ]  | [ ]  |
|  | Were meals available for competitors and grooms?  | [ ]  | [ ]  | [ ]  |
|  | Did the OC offer facilities like restaurants with opening times following the schedule of events ? | [ ]  | [ ]  | [ ]  |
| **3.2** | **Transport**  |  |  |  |
|  | Was this available to and from the Show Grounds for:Officials?Competitors?Grooms? | [ ] [ ] [ ]  | [ ] [ ] [ ]  | [ ] [ ] [ ]  |

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| **4. Information Center**  |
|  |  | **Yes** | **No** |
|  | Was this available?  | [ ]  | [ ]  |
|  | Did it function adequately?  | [ ]  | [ ]  |

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| **5. Cooperation / *Collaboration*** |
|  |  | **Yes** | **No** |
|  | Was there a good cooperation between the OC and FEI Officials?  | [ ]  | [ ]  |
|  | Was the Rule for reimbursement of FEI Officials followed correctly?  | [ ]  | [ ]  |
|  |  |  |  |

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| **6. Running of the competition**  |
| **6.1** | **Entries**  |  |  |
|  |  | **Yes** | **No** |
|  | Did the number of participants correspond to the Definite Entries received?  | [ ]  | [ ]  |
|  | Were there any teams / competitors definitely entered who failed to participate? | [ ]  | [ ]  |
|  | Please indicate their names and nationality (please list only those competitors who failed to participate without a valid reason)      |
| **6.2** | **Declaration of starters**  |
|  | Was this carried out according to the Rules?  | [ ]  | [ ]  |
|  | Were there substitutions?  | [ ]  | [ ]  |
|  | If so, of who by whom?      |  |  |
| **6.3** | **Order of Starting**  |
|  | Was the draw for the order of starting conducted according to the Rules? | [ ]  | [ ]  |

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| **7. Prizes** |
| **7.1** | **Cash Prizes**  |
|  |  | **Yes** | **No** |
|  | Were these distributed?  | [ ]  | [ ]  |
|  | **If yes**  |
|  | According to the Rules and Schedule | [ ]  | [ ]  |
| **7.2** | **Prizes in kind** |
|  | Were these distributed? | [ ]  | [ ]  |
|  | If yes, describe briefly*:*      |  |  |

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| **8. Manner of judging** |
|  |  | **Yes** | **No** |
|  | Judgement made in a fair and unbiased manner? | [ ]  | [ ]  |
|  | Was open scoring (all movement marks) implemented | [ ]  | [ ]  |
|  | Was running score implemented | [ ]  | [ ]  |
|  | Were the running score screens visible to the judges? | [ ]  | [ ]  |
|  | Did the computer operators perform their duties in a correct manner? | [ ]  | [ ]  |
|  | Did the scribes perform their duties in a correct manner with sufficient skill of English/French? If not, please specify incidents:      |

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| **9. Technical aspects**  |
| **9.1** |  **Good Bad****Quality of the Grounds** |
|  | Competition arena (must be predominantly of sand) [ ]  [ ]   |
|  | Exercise areas [ ]  [ ]  |
| **9.2** | **Environment**  |
|  |  | **Yes** | **No** |
|  | Was the environment sufficiently quiet? | [ ]  | [ ]  |
|  | The judges’ huts – visible corners, position above ground, capacity for 3 persons, music during freestyle tests and results announcements audible [ ]  [ ]  |
|  | Did the advertising (fences of arena and around arena)follow the rules | [ ]  | [ ]  |
|  | Was the quality of the sound system sufficient during the Freestyles? | [ ]  | [ ]  |

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| **10. Give a short commentary on your general impression of the event** **(Standard of the competition, quality of the sound for the freestyle, announcements of the results, scribes (efficient and competent)…** |
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| **11. Unusual incidents, irregularities, etc**  |
| Note here all special incidents, notable results, irregularities and/or suggested improvements regarding the Event. If necessary, use additional sheets for further comments and annex them to the Report.  |
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| **12. Accident report**  |
| A short description of the accident should include the following information.  |
| **12.1** | **Horse**  |
|  | Injury or death of horse      |
|  | Where the medical / veterinary services satisfactorily performed?       |
|  | What was the likely cause of the accident?       |
|  | Was the horse involved in the accident sampled for prohibited substances?       |
|  | In the case of death of a horse, was a post mortem examination made? If so, what was the result?       |
|  | Was a competent and responsible person present to handle the media?       |
|  | Was a Press conference organised?       |
|  | What was the public's reaction to the accident?       |
|  | Report       |
| **12.2** | **Rider**  |
|  | What was the likely cause of the accident?       |
|  | Injury of rider (please take into account all injury that necessitated medical intervention)       |
|  | Please specify nature of injury (concussion, broken bones, etc.)       |
|  | Did any rider need to be taken to the hospital?       |
|  | Was the medical service on site satisfactory?       |
|  | Report       |

**13. FOLLOW-UP and IMPROVEMENTS**

|  |  |  |
| --- | --- | --- |
| Does further follow-up action have to be taken with the Event Organiser? | [ ]  Yes | [ ]  No |
| If yes: Please briefly describe the issue(s) to be followed up(refer to the relevant section in the report for details)      |
| Do you have any additional recommendations for future improvements to the event? | [ ]  Yes | [ ]  No |
| If yes: Please give a short description of areas for improvements and how they could be achieved.      |

**14. FOREIGN RIDER**

|  |  |  |
| --- | --- | --- |
| Foreign Rider name:       |  |  |
| Foreign Rider email:       |

**DATE:**

**SIGNATURE:**

**Return to Fédération Equestre Internationale (FEI)**

 **Dressage & Para-Equestrian Dressage Department**

 **HM King Hussein I Building**

 **Chemin de la Joliette 8**

 **CH- 1006 LAUSANNE**

**dressagereports@fei.org**

**\*CONFIDENTIAL PAGE – ONLY FOR FEI INTERNAL USE\***

**Only to be completed when the Foreign Judge is a 5\* Judge**

|  |
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|  **Evaluation of Judging, Officials and Organisers**  |

**Manner of Judging**

 Yes No

I. Was the judging made in a fair and unbiased manner? **[ ]  [ ]**

Remarks if not:

II a. Significant differences in ranking? **[ ]  [ ]**

b. Significant differences in %? **[ ]  [ ]**

c. Did the differences change the final ranking? **[ ]  [ ]**

III Different opinions on paces or movements? **[ ]  [ ]**

IV a. Were all significant differences discussed within the panel

after the competition? **[ ]  [ ]**

b. Did the judges come to an agreement? **[ ]  [ ]**

V Did the judges give remarks above the required

 minimum/ more frequently? **[ ]  [ ]**

 Yes No

VI. Did all the judges use the full range of marks? **[ ]  [ ]**

 If not, please specify

VII. Did all the judges use half marks? If not, please specify **[ ]  [ ]**

**Evaluation of the 3\* judges** (behaviour, knowledge, judging) Compulsory!

Please give a short summary of your impression per judge:

**Possible remarks to 4\* judges**

**Evaluation of the FEI Chief Steward**

**Evaluation of the Organisers/Event Director**

For more remarks please use the following lines.