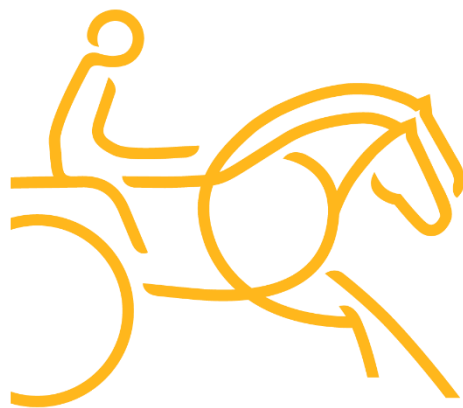


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# FEI STEWARDS MANUAL



**FEI™**  
**DRIVING**

ANNEXES  
Edition August 2018

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**ANNEX I – THE CHIEF STEWARD REPORT**

**C o n f i d e n t i a l (For the use of the FEI secretariat)**

Event	
Event title	
Event category	
Date	
Location	
Event organiser	

Chief Steward	
Name	
Address	
Email address	
Mobile phone no.	

The purpose of this report is to give the FEI an overall view of the organisation of the security and supervision of the stables and schooling areas of the Event. The report must be completed by the Chief Steward following the Event and must be forwarded to the FEI secretariat **within 15 days of the Event, at the latest.**

Please use one separate form for each discipline of the event.

The powers, duties and responsibilities of the Chief Steward are mentioned in the General Regulations, 23<sup>nd</sup> edition, updates effective 1<sup>st</sup> January 2018, under article 155.

All unusual incidents, irregularities and/or statistics of special interest must be noted under point 7. Thank you for taking the trouble to fill in this report, in English, in block letters, as accurately and completely as possible.

**Please attach a plan of the show grounds outlining the different areas.**

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*All necessary follow-up action will be taken but this report will not be acknowledged unless specifically requested by placing a tick in the box.*

**1. Stewards**

- 1.1 Assistant to the Chief Steward \_\_\_\_\_
- 1.2 Stable Manager \_\_\_\_\_
- 1.3 Practice Arena Stewards \_\_\_\_\_  
\_\_\_\_\_
- 1.4 Members \_\_\_\_\_  
\_\_\_\_\_

Give total number of Stewards, including Chief Steward

**2. General**

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| 2.1 Were you a member of the Organising Committee?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.2 If no, did you have sufficient contact with the OC?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2.3 Was there a good communication system between you and the OC Secretariat, Ground Jury, Veterinarian, Technical Delegate? Please describe system used: | <input type="checkbox"/> | <input type="checkbox"/> |
|   |                          |                          |

**3. General**

- |  | Yes   | No                       |
|--|---|--------------------------|
| 3.1 Was there an adequate fence surrounding the stable area? If not, please describe what was used : | <input type="checkbox"/>                                | <input type="checkbox"/> |
|  |   |                          |
| 3.2 Were the stables satisfactory? If no, explain separately   | <input type="checkbox"/>                                | <input type="checkbox"/> |
| 3.3 Were the stables well ventilated?  | <input type="checkbox"/>                                | <input type="checkbox"/> |
| 3.4 Were there sufficient emergency exits?   | <input type="checkbox"/>                                | <input type="checkbox"/> |
| 3.5 Were there NON-SMOKING signs and effective controls?   | <input type="checkbox"/>                                | <input type="checkbox"/> |
| - What kind of fire precautions were there?  |   |                          |
|  |   |                          |
| 3.6 How many permanent boxes were there ?  | <input style="width: 80px; height: 20px;" type="text"/> |                          |
| How many temporary boxes ?   | <input style="width: 80px; height: 20px;" type="text"/> |                          |
| 3.7 Was a provisional list of allocated stables drawn up by the OC?                                  | <input type="checkbox"/>                                | <input type="checkbox"/> |
| 3.8 Was there a proper control of entry into the security area?                                      | <input type="checkbox"/>                                | <input type="checkbox"/> |

	<b>Yes</b>	<b>No</b>
3.9 Was there additional proper control of entry into the stable area ?	<input type="checkbox"/>	<input type="checkbox"/>
3.10 Was there a 24 hr security system?	<input type="checkbox"/>	<input type="checkbox"/>
Provided by whom? _____		
3.11 Were the following officials available for 24 hr duty?		
- Treating Vet	<input type="checkbox"/>	<input type="checkbox"/>
- Red Cross - Doctor	<input type="checkbox"/>	<input type="checkbox"/>
- FEI Stewards	<input type="checkbox"/>	<input type="checkbox"/>
3.12 Were random controls organised during the day?	<input type="checkbox"/>	<input type="checkbox"/>
At night?	<input type="checkbox"/>	<input type="checkbox"/>
3.13 Who was in charge of "stable stewarding"		
- Special stewards?	<input type="checkbox"/>	<input type="checkbox"/>
- Practice arena stewards (in rotation)?	<input type="checkbox"/>	<input type="checkbox"/>
3.14 Was there a list drawn-up of visitors during the night?	<input type="checkbox"/>	<input type="checkbox"/>
3.15 Was a "horse-watch" service organised?	<input type="checkbox"/>	<input type="checkbox"/>
3.16 Were there isolated boxes for MCP?	<input type="checkbox"/>	<input type="checkbox"/>
Were there adequate facilities provided for MCP Control?	<input type="checkbox"/>	<input type="checkbox"/>
3.17 Have you any special remarks or suggestions regarding stables:	<input type="checkbox"/>	<input type="checkbox"/>
_____		
_____		

**4. Practice Area(s)**

	<b>Yes</b>	<b>No</b>
4.1 Was there more than one area used for schooling?	<input type="checkbox"/>	<input type="checkbox"/>
- Which special practice areas were there? (driving, eventing...)		
4.2 Was the footing adequate?	<input type="checkbox"/>	<input type="checkbox"/>
Type of footing used _____		
4.3 Were the obstacles adequate in the training area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
4.4 Was there a lunging place?	<input type="checkbox"/>	<input type="checkbox"/>
4.5 Was there a grazing area?	<input type="checkbox"/>	<input type="checkbox"/>
4.6 Was the main arena used for schooling?	<input type="checkbox"/>	<input type="checkbox"/>
4.7 Were there directions and timetables established for use of the practice arena?	<input type="checkbox"/>	<input type="checkbox"/>

	<b>Yes</b>	<b>No</b>
4.8 Did you establish a timetable for rotation of stewards?	<input type="checkbox"/>	<input type="checkbox"/>
4.9 Were there any precautions organised for emergency? (Doctor, transport facilities, box ambulance, screen, etc)	<input type="checkbox"/>	<input type="checkbox"/>
4.10 Describe route and controls from stables to practice arena and main arena?		
<hr/>		
4.11 Was a Member of the Ground Jury appointed to help supervise the practice arena (for events outside Group I &II) ?	<input type="checkbox"/>	<input type="checkbox"/>
4.12 Have you any special remarks or suggestions regarding Practice Arena(s):	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>		
<hr/>		

### 5. Veterinary Matters

	<b>Yes</b>	<b>No</b>
5.1 Was the area for the horse inspection suitable for presentation of the horses (flat, firm, non-slippery surface)?	<input type="checkbox"/>	<input type="checkbox"/>
5.2 Was the footing suitable for this inspection?	<input type="checkbox"/>	<input type="checkbox"/>
Type of footing used:		
<hr/>		
5.3 Was the organisation of the horse inspection adequate?	<input type="checkbox"/>	<input type="checkbox"/>

### 6. Competitors

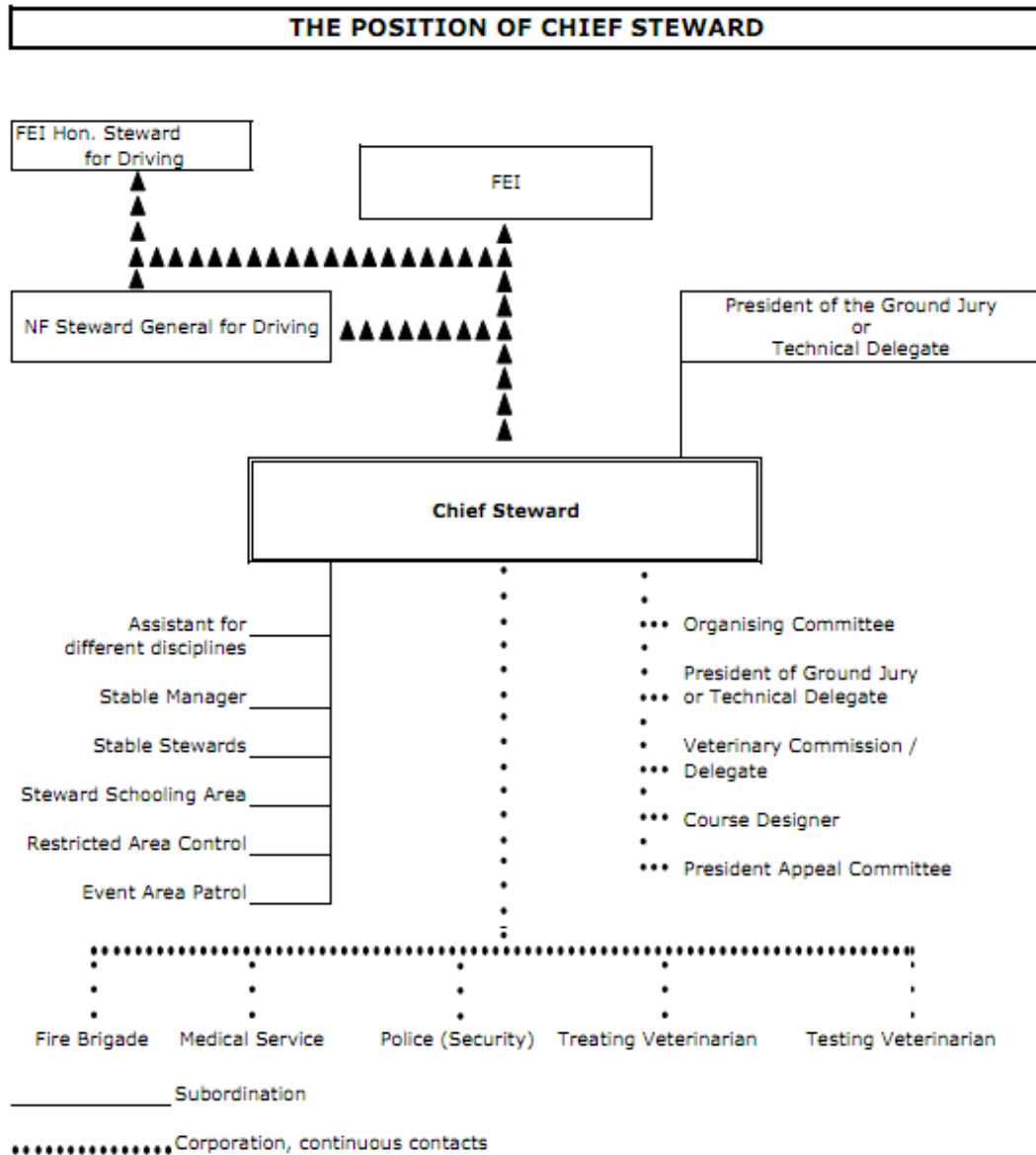
	<b>Yes</b>	<b>No</b>
6.1 Did you give written general information to competitors, Chefs d'Equipe? (Please attach a copy)	<input type="checkbox"/>	<input type="checkbox"/>
6.2 Did you have to report any incidents to the Ground Jury? If yes, please attach a copy.	<input type="checkbox"/>	<input type="checkbox"/>
6.3 Did you have to lodge any complaints? If yes, please give details.	<input type="checkbox"/>	<input type="checkbox"/>
6.4 Did you have to give any warning cards? If yes, please give details and attach the yellow warning card slip.	<input type="checkbox"/>	<input type="checkbox"/>
6.5 Did you have a supply of yellow cards ? If no, explain why.	<input type="checkbox"/>	<input type="checkbox"/>
6.6 Were FEI Regulations relating to use of logos respected by riders/drivers. If not give details and riders/drivers names.	<input type="checkbox"/>	<input type="checkbox"/>

#### Use of sponsor logo by riders and drivers

The Chief Steward is responsible for ensuring that before allowing riders/drivers to compete the sponsor logos are within the limitations laid down in FEI General Regulations. Riders/Drivers not complying with the General Regulations will be reported to the Ground Jury and will not be permitted to compete until the use of the sponsor

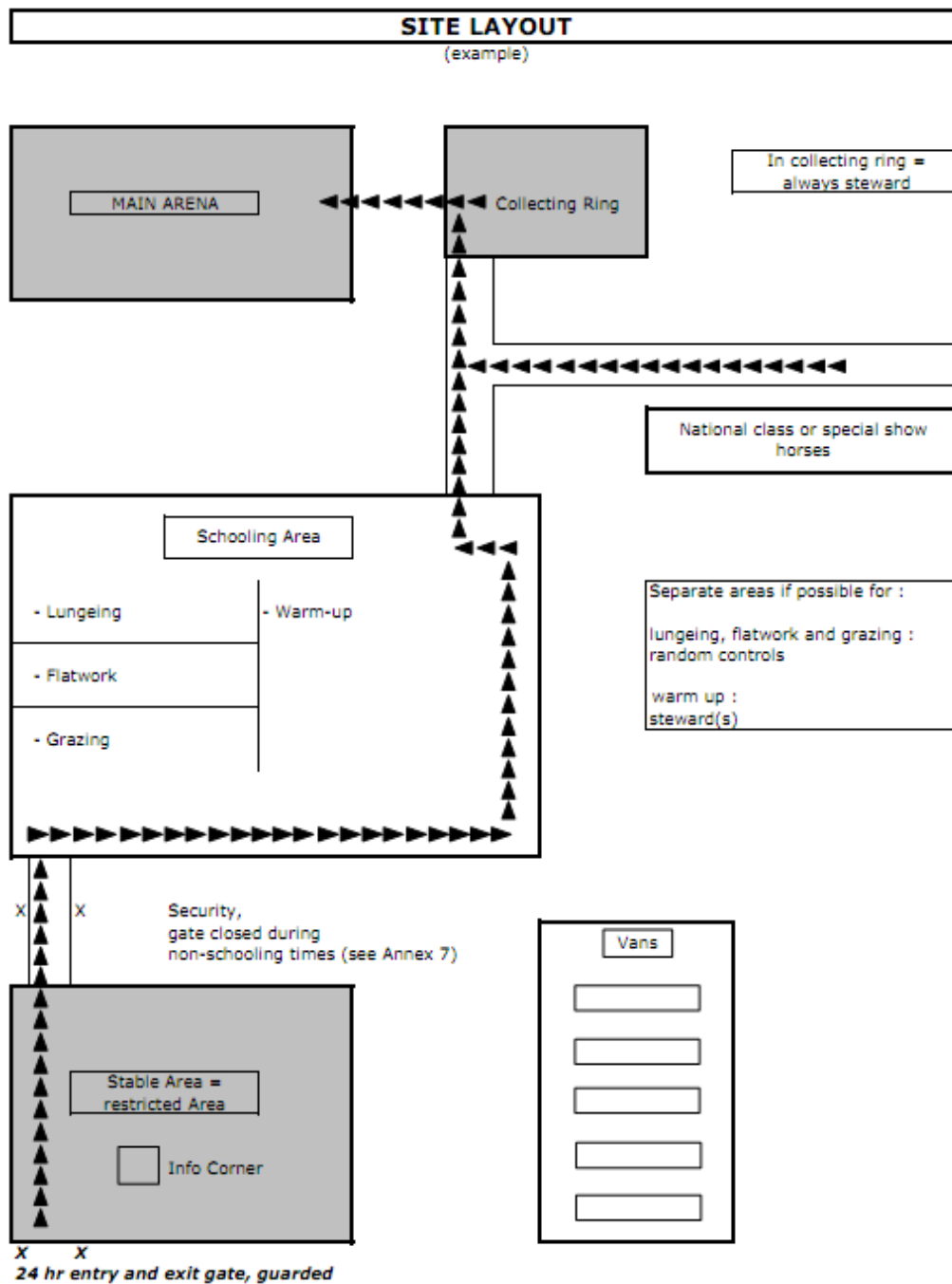
logo is in compliance with this article.

**ANNEX II – THE POSITION OF THE CHIEF STEWARD**





### ANNEX III – SITE LAYOUT



**ANNEX IIV – PRACTICE AREAS TIMETABLE**

General Information Training (examples)

T4: Big training field across the road

Open from Monday until Friday: 07:00-

21:00 T3: Training field behind T2

Open according timetable

Open Saturday after the Marathon

T2:

**Tuesday 14/08/2012****Wednesday 15/08/2012**

<b>T2</b>		<b>T3</b>	<b>T2</b>		<b>T3</b>
13:00	ARG	12:30	08:30	HUN	08:00
13:15	AUS	12:45	09:15	ITA	08:45
13:30	AUT	13:00	09:30	NED	09:00
14:15	BEL	13:45	10:30	POL	10:00
15:15	CZE	14:45	10:45	POR	10:15
15:30	ESP	15:00	11:00	SUI	10:30
16:15	FRA	15:45	12:00	SVK	11:30
16:45	GBR	16:15	12:15	SWE	11:45
17:45	GER	17:15	13:00	URU	12:30
20:30	CLOSE		13:15	USA	12:45
			14:00	CLOSE	

**Training Track:** 5 km track marked with white arrows.

**Dressage days:**

<b>Dressage</b>	<b>09:30</b>	<b>09:40</b>	<b>09:50</b>
T1	09:15	09:25	09:35
T2	08:55	09:05	09:15
T2-bis	08:45	08:55	09:05
T3	08:30	08:40	08:50

<b>Dressage</b>	<b>10:00</b>	<b>10:10</b>	<b>10:20</b>
T1	09:45	09:55	10:05
T2	09:25	09:35	09:45
T2-bis	09:15	09:25	09:35
T3	09:00	09:10	09:20

<b>Dressage</b>	<b>X</b>
T1	X-15
T2	X-35
T2-bis	X-45
T3	X-60

**ANNEX V – THE HORSE INSPECTION**

(Examples)

1<sup>st</sup> Horse Inspection

<b>Nation</b>	<b>Competitors</b>
ARG	1
AUS	1
AUT	3
BEL	4
CZE	2
ESP	2
FRA	2
GBR	4
HUN	3
ITA	1
NED	4
POL	1
POR	1
SUI	4
SVK	1
SWE	3
URU	1
USA	3
GER	9
	<b>50</b>

<b>Lane</b>	<b>1</b>	<b>Lane</b>	<b>2</b>
AUT	3	ARG	1
BEL	4	AUS	1
CZE	2	POL	1
ESP	2	POR	1
FRA	2	SUI	4
GBR	4	SVK	1
HUN	3	SWE	3
NED	4	USA	3
		GER	9
	<b>25</b>		<b>25</b>



**ANNEX VII – STABLE INFORMATION CARD**

**COMPETITION : CAI \* \*\* \*\* \* .....**

**Horse :** \_\_\_\_\_

**Horsenumber :** \_\_\_\_\_

**Driver :** \_\_\_\_\_

**Phone :** \_\_\_\_\_

**Chef d'équipe :** \_\_\_\_\_

**Phone :** \_\_\_\_\_

**Groom :** \_\_\_\_\_

**Phone :** \_\_\_\_\_

## ANNEX VIII – PRE AND POST COMPETITION TRAINING TECHNIQUES

Position of the horse's head – stretching

### 1. Background

The use of correctly executed stretching techniques, both before and after training and competition, is recognised as an important and long-established practice in almost every physical sport. In equestrian sport it is used for the on-going suppleness and health of the equine athletes.

### 2. Permitted stretches

Stretching principally involves the lengthening of the horse's ligaments and muscles (soft tissue) and can be done at the halt (statically) or in motion (dynamically). Athletes should aim to stretch all the relevant groups of muscles within the horse's body, especially the muscles involved in hind leg locomotion, but the part that will be most visual to both stewards and the public will most likely be the horse's neck.

Neck stretches may take several different forms. 'Long, deep and round' (see diagram i) and 'low, deep and round' (see diagram ii) and 'long and low' (see diagram iii) are just three commonly used examples but there are other variations involving both longitudinal and lateral flexion which result in different neck positions.

Diagram i  
Long, deep and  
round

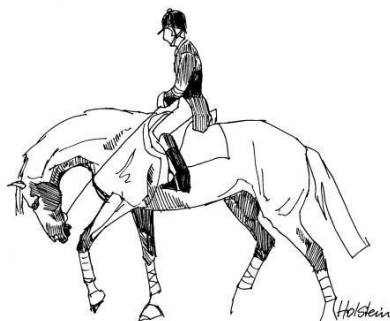
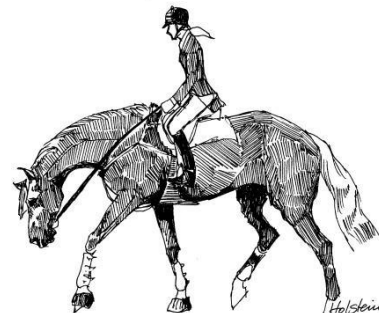


Diagram ii  
Low, deep and  
round



Diagram iii  
Long and low



### 3. Extreme flexion

In assessing the position of the head carriage the Steward will be mindful of each horse's natural conformation, especially in relation to native breeds or ponies, and will therefore use discretion in determining this.

Deliberate extreme flexions of the neck involving either high, low or lateral head carriages, should only be performed for very short periods. If performed for longer periods the steward will intervene.

Movements which involve having the horse's head and neck carriage in a sustained or fixed position should only be performed for periods not exceeding approximately ten

minutes without change. Change may constitute a period of relaxation and lengthening or a movement which involves stretching the head and the neck of the horse.

It is the steward's responsibility to ensure that riders respect the above procedure and intervene if required.

#### **4. Variation of stretches & neck positions.**

Stretches of the horse's neck maybe specific and appropriate to each horse and equestrian discipline, but no single neck position should be maintained which may lead to tiredness or stress.

#### **5. Method of achieving stretches**

It is imperative that stretching should be executed by unforced and non-aggressive means. By unforced' it is meant that the rider is not permitted to use rough, or abrupt aids or apply constant unyielding pressure on the horse's mouth through a fixed arm and hand position. It is the responsibility of the steward to intervene if these requirements are not respected.

#### **6. Action by the Steward in the case of incorrect behaviour of athlete in relation to flexion of the head and neck**

The steward will intervene should he observe;

- Neck stretching achieved through forced, or aggressive riding;
- The use of extreme flexion if it does not comply with the above;
- A rider deliberately maintaining a sustained fixed head and neck carriage longer than approximately ten minutes;
- In cases when the horse is in a state of general stress and/or fatigue.

The steward may also ask the rider to walk for a certain period in situations where the rider's stress may cause undesired riding.

#### **7. Maximum duration of pre-competition warm-up and post-competition cooldown periods**

Only in exceptional circumstances and with the permission of the Chief Steward, may a training session exceed one hour. The training session must include a number of relaxation periods. Riding the horse at the walk whether prior to, or following the training session, is not considered to be part of the one hour training session. There should be at least one hour break between any training/warm-up periods.

Repetition movements carried out in the practice arena, following a rider's performance in the competition arena, may not exceed a period of ten minutes.

#### **8. Exercise / Training arena**

All training sessions, including pre-competition warm-up, may only be performed in the official training arena while under the supervision of stewards. Use of a training arena outside the official training period, and/or in an unsupervised arena, may at the discretion

of the Ground Jury lead to the rider's disqualification.

During competition preparation periods, and the duration of the competition itself, the Chief Steward must be present in the training arena, or be in a position to observe the training arena at events where numerous training arenas are in use.

If the Chief Steward is unable to be present himself, it is his responsibility to ensure that a steward with the required experience and knowledge is appointed to supervise the training arena.

## 9. Revision

These directives may be subject to review and Stewards are advised to check for periodic updates.

### **ANNEX IX – STABLE SECURITY AND STEWARDING AT INTERNATIONAL EVENTS**

The OC, in consultation with the VSM, is responsible for the proper provision of stabling, veterinary and EADCMP facilities and arrangements for EADCMP, as described below.

The OC must use best efforts to ensure that everything provided is both free from Prohibited Substances and not vulnerable to contamination or infectious disease dissemination.

#### **Stable Area Requirements**

Stables/ loose boxes must be provided within the Event venue and be at least 3m x 3m. A minimum of 20% of the stables must be at least 4m x 3m to accommodate the larger Horses. A minimum of 2 stables (unless more are requested by the Testing Veterinarian), in a safe and quiet area, must be reserved for EADCMP testing; they must be clearly labelled as "Testing Boxes", contain clean bedding and it must be possible to observe the Horse being sampled from outside without disturbing the Horse.

An adequate number of accessible and easily cleanable designated Treatment Boxes for supervised treatments, in accordance with these VRs, must be provided, the recommended number being 25 unless otherwise directed by the VD. These boxes must be labelled as "Treatment Boxes" and may not be used for EADCMP testing. The VSM must be consulted regarding the number of Treatment Boxes required, based on the number of entries and Discipline. Treatment Boxes must be available at all times during the period when the stables are open.

The stabling area and all stables must be cleaned and disinfected before the arrival of Horses, ensuring they are free of contamination and possible disease vectors.

The stabling area must adhere to biosecurity requirements, in accordance with these VRs and include the following, for all Events:

- a) Adequate lighting, electrical points and ventilation must be provided throughout all stables and in the stabling areas/ barns and yards;
- b) Fresh, quality-assured, dust-free straw, wood shavings and/or paper for bedding;
- c) Good quality water and feed;
- d) Adequate fire precautions and plans, including an area for evacuation in the incident of any such emergency;
- e) Adequate Horse wash down facilities, so that Horses do not wait more than 10 minutes to be washed; and
- f) Adequate space between stables for Horse/ Athlete equipment and to allow the safe



movement of Horses around the stable areas.

Failure of the OC to provide any of the above shall not be a defense, on its own, to a violation arising under the EADCMRs.

### **Other Area Requirements**

Adequate isolation stables and facilities must be provided, situated well away from other stables within a secure location.

Where possible, a quiet and suitably sized loading area should be provided, close to the stable area to facilitate the safe loading and unloading of Horses.

Where possible, an Athlete's area should be provided away from the general public. Access to such area must be limited to those permitted to access the stable area only.

### **Provision of Veterinary Services**

The following must be available for all Horses competing at all times during Events, the provision of which should be overseen by the OC appointed VSM:

- a) Effective communication method(s) for and between all VDs and on-duty TVs. This should include, but is not limited to, a radio and mobile phones to be available for backup;
- b) Access to an equine (referral) clinic, including X-ray and surgical facilities, with contact numbers and directions;
- c) At least one on-duty TV, available 24 hours a day;
- d) At least one dedicated TV on duty at the Field of Play during all competitions and prize giving ceremonies;
- e) At least one dedicated TV on duty during all training times;
- f) A qualified and experienced farrier;
- g) Equipment and sufficient personnel familiar with the necessary procedures and emergency routes to deal with all equine emergency and treatment situations, including, but not limited to:
- h) Material for bandaging; casting and limb stabilisation; euthanasia agents; screens for erecting around injured Horses; and a low-loading transporter or Horse ambulance for removing seriously injured or dead Horses; and
- i) Advance arrangements with a veterinary pathology laboratory in the event that a Post Mortem is required pursuant to these VRs.

### **Minimum Stabling Requirements for Horses during an Event**

The following minimum requirements must be complied with for all Events:

- a) A designated stable area must be provided for Horses within the Event venue and this area should be demarcated as necessary and determined by the FVD/ VD;
- b) The designated stable area will be subject to 24 hour supervision by Stewards;
- c) The VSM or TV and the VC/ VD will be available to provide and supervise all veterinary requirements as determined by these VRs; and
- d) Only those persons authorised, as determined by these VRs, are to be allowed within the designated stable area.
- e) In accordance with the biosecurity requirements set forth in these VRs, the following stabling arrangements must be implemented:
- f) Visiting Horses must be stabled separately from local Horses;
- g) Horses from the same country must be stabled together
- h) Horses that are not vaccinated against Equine Influenza, in accordance with these VRs, must be stabled separately and away from vaccinated Horses; such unvaccinated Horses

- are not permitted into the FEI stable compound;
- i) Horses may not leave the Event venue during the period of the Event, unless exceptionally authorised by the VC/ VD; and
  - j) A Horse under supervision for testing or investigation under these VRs or EADCMRs, must not leave the Event venue until permitted to do so by the VC/ VD, even if the period of the Event has expired.

### **Stable Security**

Stable security as described below is required at all Events, with the following exceptions:  
Driving: CAI 1\*, CAI 2\* and CAI3\*.

All Horses participating in an Event must be stabled within a completely restricted stable area, consisting of the following minimum requirements:

- a) Effective 24 hour security system;
- b) A system to check the entry and exit of all Horses and the accreditation required by all personnel entering the stables; and
- c) A system using a suitable "sign in" sheet to record the entry and exit of persons into the stables outside of stated working hours (e.g. overnight).

Accreditation should only be granted to those persons permitted into the stables in accordance with these VRs.

The restrictive perimeter around the stable area must serve as both a deterrent to the entrance of unauthorised persons and to the uncontrolled exit of Horses.

Whenever possible the stable area must include only stables and clean Designated Treatment Boxes; lorries, caravans, and other vehicles should not be permitted within the stable area. Athletes and/or NFs are permitted to install and use their own camera monitoring systems within the Event stables area for the sole purpose of monitoring their horse(s), provided that they have submitted their request to the FEI for approval. Any such use of camera monitoring systems must comply with the FEI's protocol.

Failure of the OC to provide adequate stable security shall not be a defence to any violation brought under the EADCMRs.

### **Stable Access**

Accreditation is provided by the OC for admission to all restricted areas, including all stabling areas, training areas, paddocks, collecting rings and arenas during an Event.

Provision of accreditation to restricted areas must be specific, in accordance with the GRs (Article 132), limited and only provided to those persons directly involved in the competition, including support personnel (grooms, PTVs, coaches etc.) and essential FEI Headquarters staff. Any person accepting accreditation to enter the stables will by virtue of that acceptance agree to abide by all applicable FEI rules and regulations.

Any other person requesting exceptional access to restricted areas may be authorised by the VC/ VD, OC (with agreement by the FVD/ VD) or FEI Veterinary Department and must be under supervision when present within these areas.

OCs must liaise with the national veterinary authority, prior to the Event, to determine whether there are any existing national regulations that may further limit the persons who are allowed access to restricted areas.

No Horse may be stabled overnight inside a truck or trailer. Only the Technical Delegate in consultation with the Chief Steward and the Veterinary Delegate may grant exceptions in extreme circumstances or wet ground conditions in the stable area.

### **Equine Anti-Doping and Controlled Medication Program**

The EADCMP must be implemented in accordance with these VRs and the EADCMRs.

### **Pony Measuring**

At Events where Ponies are measured, the OC, with the VSM and in consultation with the VD and TD, must implement all the necessary requirements and facilities for Pony Measuring, including the waiting area, as set forth within these VRs.

The allocated time for Pony Measuring should be specified in the Schedule and the measuring must be carried out prior to the Horse Inspection.

During Pony competitions, farriery may only take place within the designated shoeing area.

### **Stewarding**

The duty of Stewards is to support and safeguard the welfare of the Horses and Athletes. Their purpose is therefore to prevent any form of illegal practice that may jeopardise Horse welfare and/or disrupt fair play.

Any rule violations witnessed by any person must be immediately reported to the VD and/or GJ through the Chief Steward where possible.

For each Discipline, the Stewarding Manuals and their Annexes set forth the specific stewarding requirements applicable to Events in that Discipline.

### **Stable Area**

A control system must operate at all entrance gates to reliably identify the accreditation of those entering and leaving the stable area at all times.

Access to stable areas must only be granted after checking the necessary accreditation. Smoking is not permitted in the stables area except in designated smoking areas.

At least 1 stable Steward, directly responsible to the Chief Steward, must be present or readily available in the vicinity of the stable area 24 hours a day throughout the period of the Event.

Stewards or their deputies must regularly monitor the stable area, without establishing any predetermined pattern, to discourage rule violations of any nature, especially abuses of Horses.

A night access list must be used for establishing the identity of all persons entering the stables at night and their reasons for entering.

Grooms sleeping in lorries within the secure perimeter must register their presence with a Steward and must be accompanied by a Steward if required to enter the stable area at night. Grooms, or other persons, are not permitted to sleep within the stable area, unless by exceptional authorisation by the Chief Steward and VD.

Movement of Horses between the stables, grazing areas, practice arenas and main arena must be strictly controlled by Stewards.

Under no circumstances may Horses be schooled in the stable block.

Horses Stabled away from the Event Venue

Horses stabled at facilities away from the Event venue are subject to 24 hour stewarding as for those stabled on-site.

## **ANNEX X – STEWARDING GUIDELINES**

**Article 960 1.7** As an alternative option to the Phase A there can be used a controlled Warm-up (min 30 minutes before starting time) in a designated warm-up arena with minimum 7000 square metres, properly stewarded, with a judge and veterinarian in attendance. A marathon-type obstacle for preparation purposes should be provided. Horse inspection and bit/harness control 10 minutes before the start in Section B is compulsory.

### Guideline of Driving Committee:

- In this area which is controlled by stewards and Vet each Athlete has to warm his horses for min. 30 min.
- It is up to the Athlete's responsibility to do this in a manner following the Horse welfare in free pace.
- As the warm up is already part of the Marathon competition all the marathon equipment must be present and the Athletes and grooms need to wear helmets and body/back protectors; the Athlete must drive himself latest when he meets the steward and applies for the warm up and further on.
- Latest ten minutes before the starting time of each Athlete a bit and safety check and the measuring of the carriage must be done by the steward as well as a Vet-check and after that a test obstacle can be used (if available) for max 2 minutes under the observation of a steward.
- This obstacle should be wide enough in order to avoid accidents or destructions. If the location of the Warm Up, the start of section B and the finish of section B are at the same place then one Judge is able to control the whole area together with the stewards.

### Stewards present:

- Steward 1 :
  - Who does check in 30 minutes before
  - Control if athlete and groom(s) are fully dressed
  - Safety check
- Steward 2 :
  - control of warming up
- Steward 3 :
  - Measuring carriage and safety check
- Steward 4 :
  - Control of test obstacle