



**FEI**<sup>™</sup>

**PARA DRESSAGE**

## **Schedule Guidelines**

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# SCHEDULE GUIDELINES

## INTRODUCTION

Dear National Federations,

The FEI Para Dressage department is very pleased to provide you with the FEI Para Dressage Schedule Guidelines.

The aim of these Guidelines is to help you with the process of completing the Para Dressage Schedules, while ensuring the coherence of all versions of the Draft Schedules until their final approval.

Here below you will find some general guidelines to follow and more specific ones corresponding to the chapters of the Para Dressage Schedule.

Some screenshots have been used as examples, in order to facilitate the process.

We hope that you will find these guidelines useful and we thank you for your continued collaboration.

Please Note: all screenshots are displayed as examples only.

Should you have any questions or difficulties regarding the FEI Para Dressage Guidelines, please do not hesitate to contact the FEI:

Laetitia Gilliéron: [Laetitia.gillieron@fei.org](mailto:Laetitia.gillieron@fei.org)

# SCHEDULE GUIDELINES

## GENERAL

- 1) Please always make modifications on the most recent version of the schedule sent from the FEI.
- 2) Please use a color/highlighter for every modification you make in the schedule.

## FEI SCHEDULE – Para Dressage

### I. DENOMINATION OF THE EVENT

- Every category of the event must figure in relation to the FEI approved Calendar. Please check that all your categories listed in the schedule match with the ones approved on the FEI Calendar: <https://data.fei.org/Calendar/Search.aspx>

Show	NF	Start Date	End Date	Events
Bishop Burton	GBR	05/08/2019	09/08/2019	CPEDI1*, CPEDI2*, CPEDI3*

- If a category is not listed and needs to be added or if one needs to be removed, please send a Calendar Form modification from your respective NF to the FEI in due time by contacting the FEI Calendar department ([calendar@fei.org](mailto:calendar@fei.org)).

### IV. GENERAL INFORMATION

- Please make sure that the members of the organizing committee and the Event Director are correctly listed for the event, as we may be able to contact them directly if needed.

### V. OFFICIALS

1. Ground Jury (GR Art. 144, 149, PED 8437)
- Foreign Judge (GR Art. 148, PED 8437)
2. Technical Delegate (GR Art. 153, PED 8438)
3. Chief Steward (Art. 155, 244, PED 8443 and manual for Stewards)
4. Assistant Stewards (Art. 155, PED 8443 – The number of Assistants Stewards may be increased in relation to the number of competitions and horses)
5. Classifiers (PED 8439)
6. FEI Veterinary Delegate of Veterinary Commission (1108, 1109, 1120, Annex VIII)
7. Veterinary Service Manager – FEI Treating Veterinarian (VR Art. 1008, 1010)
8. Medical Doctor
9. Farrier
10. NF Delegate (if applicable)

## SCHEDULE GUIDELINES

➤ Panel of officials:

1. Ground Jury (General Regulations Art 144, 149)

Foreign Judge (General Regulations Art 148)

2. Foreign Technical Delegate (General Regulations Art 152, 153)

3. Chief Steward

4. Assistant Steward (General Regulations Art 155, Para Dressage Rules and Manual for Stewards)

5. Classifiers (PED 8439)

6. FEI Veterinary Delegate (General Regulations Art 154, Veterinary Regulations Art 1008, 1009, Vaulting rules Art. 723)

The FEI Veterinary Delegate must be selected from the FEI List of Official Veterinarians for the relevant discipline.

or

Veterinary Commission (General Regulations Art 154, Veterinary Regulations Art 1020, Annex VIII, Vaulting rules Art. 723)

The Veterinary Commission is compulsory only for Championships and Games. The Veterinary Commission must be selected from the FEI Directory, List of Veterinarians for Dressage/Para Dressage.

7. Veterinary Services Manager – FEI Treating Veterinarian (Veterinary Regulations Art 1103 and 1105)

The Veterinary Services Manager may never be the same person as the FEI Veterinary Delegate, but may be the same as the Treating Veterinarian or may be a coordinator of other Treating Veterinarians. The VSM or Treating Veterinarian may not compete in any Event.

➤ Contact of officials:

Do not forget to add the email contact details of all officials mentioned with an asterisk (\*), including the doctor and the farrier (preferably phone number for these ones).

# SCHEDULE GUIDELINES

## VI. INVITATIONS

- General Regulations Art 115, Para Dressage Rules Art 8423

## VII. ENTRIES

### 1. ENTRY DATES and FEES:

**Definite entries:** These entries must be made at the latest four (4) days preceding the beginning of the Event. These represent the final selection of Athletes and Horses that may participate in the Event.

**Last substitution date and time:** The OC must state in the Schedule the latest date for substitution of Horse(s) and Athlete(s), which may never be later than two (2) hours before the Horse inspection.

**Entry Fee:** Please complete the amount. If there is not, it should be notified clearly.

### 3. ADDITIONAL FEES/CHARGES BY THE ORGANISING COMMITTEE:

EADCMP Fee:	Included in entry fee <input type="checkbox"/>	Not included in entry fee <input type="checkbox"/>
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- Please chose by checking the concerned box and provide the concerned amounts.

EADCMP Fee:  
 Included in entry fee       Not included in entry fee

Lower Level Events (CIMs) CHF 18 per horse per event  
 (For definition of CIMs see Appendix E of the FEI General Regulations)  
 Higher Level Events CHF 25 per horse per event  
 (All other events not defined as CIM)

Electricity (upon request): € 40,00 per truck / caravan  
 Manure disposal: € 30,00 per horse  
 Hay: € 10,00 per bale  
 Straw: not applicable  
 Shavings: € 12,00 per bale  
 Other (please specify):  
 Additional tack stables or horses: € 150,00 per box/horse  
 Health Papers: € 40,00 per issued document  
 Credit Card fee 3,00%

# SCHEDULE GUIDELINES

## VIII. TIMETABLE

➤ Please provide a timetable as complete as possible:

	<b>Day</b>	<b>Date</b>	<b>Time</b>
• <u>Opening of stables:</u>	Wednesday	13/06/2018	8.30 am
• <u>Horse Inspection:</u>	Thursday	14/06/2018	3.30 pm
• <u>Chef's d'Equipe Meeting (if applicable):</u>	Thursday	14/06/2018	After HI
• <u>Declaration of Starters</u>	Not later than two (2) hours before the draw.		
• <u>Draw:</u>			
(Competitions No) 1 – 5	Friday	15/06/2018	By 5.00 pm
(Competitions No) 6 – 10	Saturday	16/06/2018	30' after the end of competitions
(Competitions No) 11- 15	Sunday	17/06/2018	30' after the end of competitions

<b>Competitions CPEDI:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
1-Team Test Grade V	Friday	15/06/2018	Not before 8.30 am	
2-Team Test Grade IV	Friday	15/06/2018	Not before 8.30 am	
3-Team Test Grade III	Friday	15/06/2018	Not before 8.30 am	
4-Team Test Grade II	Friday	15/06/2018	Not before 8.30 am	
5-Team Test Grade I	Friday	15/06/2018	Not before 8.30 am	
<b><u>Total Prize Money</u></b>				
<b><u>Prizes in Kind</u></b>				

<b>Competitions CPEDI:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
6-Individual Champ Grade III	Saturday	16/06/2018	Not before 8.30 am	
7-Individual Champ Grade II	Saturday	16/06/2018	Not before 8.30 am	
8-Individual Champ Grade I	Saturday	16/06/2018	Not before 8.30 am	
9-Individual Champ Grade IV	Saturday	16/06/2018	Not before 8.30 am	
10-Individual Champ Grade V	Saturday	16/06/2018	Not before 8.30 am	
<b><u>Total Prize Money</u></b>				
<b><u>Prizes in Kind</u></b>				

**SCHEDULE GUIDELINES**

<b>Competitions CPEDI:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
11-Freestyle Grade IV	Sunday	17/06/2018	Not before 8.30 am	
12-Freestyle Grade V	Sunday	17/06/2018	Not before 8.30 am	
13-Freestyle Grade II	Sunday	17/06/2018	Not before 8.30 am	
14-Freestyle Grade I	Sunday	17/06/2018	Not before 8.30 am	
15-Freestyle Grade III	Sunday	17/06/2018	Not before 8.30 am	
<b>Total Prize Money</b>				
<b>Prizes in Kind</b>				

**IX. COMPETITIONS DETAIL**

**FIRST DAY: FRIDAY**

**DATE: 15/06/2018**

**COMPETITION No 1**

Team Test Grade V

Grade/Test: Team Test Grade V (2017), to be ridden from memory

Number of horses per athlete :2

Starting order: Draw art 8425

Total prize money:

Prize money / split-up :

\* \* \* \* \*

**COMPETITION No 2**

Team Test Grade IV

Grade/Test: Team Test Grade IV (2017), to be ridden from memory

Number of horses per athlete :2

Starting order: Draw art 8425

Total prize money:

Prize money / split-up :

\* \* \* \* \*

**COMPETITION No 3**

Team Test Grade III

Grade/Test: Team Test Grade III (2017), to be ridden from memory

Number of horses per athlete :2

Starting order: Draw art 8425:

Total prize money:

Prize money / split-up :

\* \* \* \* \*

The same for each grade and each day.