

CHIEF STEWARD REPORT

IMPORTANT

Please hand this document **within 10 days of the Event's conclusion** to the Event's Technical Delegate or send by e-mail to FEI HQ at eventingreports@fei.org.

NEW: As of January 2024, kindly note that you are also responsible for filling in and submitting your Key Event Requirements responses on the KER platform.

EVENT DETAILS

Event name / Country

Levels / Categories

Date

Chief Steward

Number of Stewards (including Chief Steward and Stable Manager)

Assistant Chief Steward

Assistant Stewards

Any comments on Assistant Stewards?

YES NO Comments

ADMINISTRATION

- Were you a member of the Organising Committee?
- Was the communication with the Organising Committee satisfactory?
- Was the communication with the Technical Delegate satisfactory?
- Were accommodations, meals and communication tools for Stewards satisfactory?
- Have enough Assistant Stewards been appointed for the Event?
- If there was a stable manager, was the communication satisfactory?

VETERINARY MATTERS

- Was the Horse Inspection area satisfactory?
- Was there a Treating Veterinarian reachable 24H a day?
- Were there isolated boxes in the stables for MCP?

YES	NO	Comments
-----	----	----------

STABLING FACILITIES

- Were all Horses stabled on site? If not, how was stewarding organised?
- Were the stabling facilities satisfactory?
- If applicable, was the stables security satisfactory?
- Was a provisional list of allocated stables drawn up by the OC?

PRACTICE AREAS

- Were the practice areas stewarded adequately at all times when officially opened?
- Was a practice/warm-up areas' timetable established and communicated to the Athletes?
- Were practice areas' footing and fences adequate?

DISCIPLINARY ASPECTS

- Did you have to report any incidents to the Ground Jury? If yes, please attach a copy of the report
- Did you have to lodge any complaints? If yes, please give details

JUMPING

- Was a boot and bandage control carried out?
- Was the FEI Veterinary Delegate/ Ground Jury notified?

Anything unusual with regards to tack / equipment?

Were there any other unusual incidents? If yes, please attach report.

GENERAL IMPRESSION OF EVENT:**ANY ADDITIONAL COMMENTS OR RECOMMENDATIONS:**