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| **Show** |
| **Venue** |       |
| **NF** |       |
| **Date** |       |

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| **Chief Classifier** |
| **Name** |       |
| **Nationality** |       |
| **Email address** |       |
| **Mobile phone no.** |       |

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| **Second Classifier** |
| **Name** |       |
| **Nationality** |       |
| **Email address** |       |
| **Mobile phone no.** |       |

The purpose of this report is to give the FEI an overall view of the classification aspects of the Show. Individual reports must be completed by the Chief Classifier immediately following the Show and should be sent to **para-dressagereports@fei.org**within 15 days of the Show, at the latest.

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| **1. Show facilities** |
| 1.1 | Please give a brief description of the venue including general access for people with a disability      |

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| **2. Work Facilities** |
|  |  | **Yes** | **No** |
| 2.1 | Was the examination room conforming to the standard criteria? | [ ]  | [ ]  |
|  | If no, please provide details:      |
| 2.2 | Were adequate meal times and breaks scheduled for the classifiers? | [ ]  | [ ]  |
| 2.3 | Was there access to administrative support as needed? | [ ]  | [ ]  |
| 2.4 | Did the communication with the OC and officials work well? | [ ]  | [ ]  |
| 2.5 | Was the Technical Delegate/President of the Ground Jury available to provide assistance regarding compensating aids or other technical queries?  | [ ]  | [ ]  |
| Any further comments:       |

| **3. Athlete Evaluation** |
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|  |  | **Yes** | **No** |
| 3.1 | Were classification evaluations carried out by two FEI classifiers  | [ ]  | [ ]  |
| 3.2 | Was at least forty –five (45) minutes allowed for each classification evaluation?  | [ ]  | [ ]  |
| 3.3 | Was there any Level 1 Classifier present at the show? |  [ ]  [ ]  |  |
|  | If yes, did you fill in the Level 1 Competency Assessment Form?You can find the form [here](https://inside.fei.org/fei/your-role/officials/dressage/ped-education-system) |  [ ]  [ ]  |  |
| 3.4 | Of these how many with the following status were evaluated? |       |
|  | 1. New athletes
* Competing
 |       |
|  | * Non competing
 |       |
|  | 1. Review athletes
 |       |
|  | 1. Confirmed athletes requesting Medical Review
 |       |
| 3.5 | Did any non-competing athletes present for the purpose of a National Classification evaluation? If yes, how many?      | [ ]  | [ ]  |
| 3.6 | Of the athletes evaluated how many changed:1. Profile
 |       |
|  | 1. Grade
 |       |
|  | 1. Status
 |       |
| 3.7 | Were any athletes made Not Eligible following evaluation? If yes, what was the reason?      | [ ]  | [ ]  |
| 3.8 | Were any athlete evaluations suspended?If so, please specify the reason?      | [ ]  | [ ]  |
| 3.9 | How many Athletes were Observed? |       |
| 3.10 | Were any athletes recalled for a second evaluation following observation?If yes, please specify how many and the reason?      | [ ]  | [ ]  |
| 3.11 | Did any athletes fail to attend their evaluation? If yes, why?      | [ ]  | [ ]  |
| Any further comments:       |

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| **4. Responsibilities - OC** |
|  |  | **Yes** | **No** |
| 4.1 | Did you as the Chief Classifier receive a list of all entered athletes from the OC before arrival and following close of entries? If no, why?      | [ ]  | [ ]  |
| 4.2 | Were athletes informed by the OC (or nominated other) of their scheduled time for athlete evaluation prior to the competition? | [ ]  | [ ]  |
| 4.3 | Were all competing athletes’ classifications scheduled before the time of the competition draw? If no, why      | [ ]  | [ ]  |
| 4.4 | Did the OC circulate the list of entered athletes with their Grade and compensating aids to the TD (when applicable), Chief Steward and Judges? | [ ]  | [ ]  |
| Any further comments:       |

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| **5. Responsibilities – Chief Classifier** |
|  |  | **Yes** | **No** |
| 5.1 | The Chief Classifier received the most recent version of the FEI Classification Master List from the FEI within a reasonable time frame prior to the competition | [ ]  | [ ]  |
| 5.2 | The list of entered athletes was checked against the FEI Classification Master List and returned to the OC confirming athletes requiring evaluation | [ ]  | [ ]  |
| 5.3 | The list of compensating aids allowed for each athlete was sent to the OC | [ ]  | [ ]  |
| 5.4 | Following the competition all classification documentation including the classification assessment, medical documentation, FEI Consent form and FEI Interim Result Form was sent to the FEI for approval by the Classification Working Group | [ ]  | [ ]  |
| Any further comments:       |

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| **6. Protests and Appeals** |
| 6.1 | Number of athlete classification Protests lodged by1. Athlete’s National Federation
 |       |
|  | 1. The FEI
 |       |
| 6.2 | Number of athlete classification Appeals lodged by1. Athlete’s National Federation
 |       |
| Any further comments:       |

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| **8. Unusual incidents, irregularities and / or statistics** |
|                                     |
| **9. 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.      |

**SIGNATURE:**       **DATE:**

**Please send the report to** **para-dressagereports@fei.org****.**