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

|  |
| --- |
| **Technical Delegate / Foreign Judge** |
| **Name** |       |
| **Nationality** |       |
| **Address email** |       |

The purpose of this report is to give the FEI an overall view of the organisation and running of the Show. The report must be completed by the Technical Delegate or by the Foreign Judge immediately following the Show and should be sent to **para-dressagereports@fei.org** within 15 days of the Show, at the latest.

|  |
| --- |
| **1. FEI Officials**  |
| **1.1** | **Ground Jury** |
|  | President  |
|  | Foreign Judge  |
|  | Member  |
|  | Member  |
|  | Member  |
|  | Member  |
|  | Member  |
|  | Member  |
| **1.3** | **Medical Services**  |
|  |  | **Yes** | **No** |
|  | Was a qualified doctor on call during the Event? /  | [ ]  | [ ]  |
|  | Was an ambulance and/or sufficient medical facilities available? / | [ ]  | [ ]  |
| **1.4** | **FEI Stewards (See GR)** |
|  | Were these on hand as required?  | [ ]  | [ ]  |
|  | Did they perform their duties in a responsible manner? | [ ]  | [ ]  |
|  | Please confirm that the Officials approved in the FEI Schedule were those that officiated at the event?  | [ ]  | [ ]  |

|  |
| --- |
| **2. Schedule and Programme *(See GR)*** |
|  |  | **Yes** | **No** |
| **2.1** | Did the programme conform to the Schedule? | [ ]  | [ ]  |
| **2.2** | Would you suggest any improvements to the programme or schedule? If yes, please note under point 12 / | [ ]  | [ ]  |
|  |  |  |  |
|  |  |  |  |
| **3. Accommodation and Transport**  |
| **3.1** | **Accommodation**  |
|  | **Was it adequate for the:**  | **Yes** | **No** |
|  | Officials?  | [ ]  | [ ]  |
|  | *Chef d’Equipe?* | [ ]  | [ ]  |
|  | Competitors?  | [ ]  | [ ]  |
|  | Grooms?  | [ ]  | [ ]  |
|  | Were meals available for competitors and grooms? /  | [ ]  | [ ]  |
| **3.2** | **Transport**  |  |  |
|  | Was this available to and from the Show Grounds for the Officials competitors and grooms? | [ ]  | [ ]  |

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

|  |
| --- |
| **5. Cooperation**  |
|  |  | **Yes** | **No** |
|  | Did the Organiser co-operate well with the FEI officials? /  | [ ]  | [ ]  |

|  |
| --- |
| **6. Running of the competition**  |
| **6.1** | **Entries (See GR)** |
|  |  | **Yes** | **No** |
|  | Did the number of participants correspond to the DefiniteEntries 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 *(See GR)*** |
|  |  | **Yes** | **No** |
|  | 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 starting conducted according to the Rules?  | **[ ]**  | **[ ]**  |

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

|  |
| --- |
| **8. Manner of Judging**  |
|  |  | **Yes** | **No** |
|  | Judgement made in a fair and unbiased manner? / | [ ]  | [ ]  |

|  |
| --- |
| **9. Technical aspects (See GR*)*** |
| **9.1** | **Quality of the grounds**  |
|  | Of the Competition arena       |
|  | Of exercise areas       |  |  |
| **9.2** | **Environment**  |  |  |
|  |  | **Yes** | **No** |
|  | Was the environment sufficiently quiet? | [ ]  | [ ]  |

|  |
| --- |
| **10. Statistics and participation (complete 10.1. or 10.2. as required)**  |
| **10.1** | **Championships** |
|  | Number of nations with teams       |
|  | Number of nations with individuals only       |
|  | Total number of competitors       |
|  | Host Nation       | Foreign Nations       |
| **10.2** | **CPEDIs (See Categories of Para Dressage Events)** [ ]  |
|  | Total Number of nations participating       |
|  | Number of competitors |
|  | Host Country       | Foreign Countries       |
|  | Number of horses  |
|  | Host Country       | Foreign Countries       |
| **10.3** | **Standard of competitors**  |
|  | (Mark just one) |
|  | Very high | **[ ]**  | High | [ ]  | Average | [ ]  | Modest | [ ]  |
| **10.4** | **Number of spectators**  |
|  | Approximate number during entire event       |

|  |
| --- |
| **12. Give a short commentary on your general impression of the event**  |
|  |

|  |
| --- |
| **13. 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. |
|  |

|  |
| --- |
| **14. Accident report**  |
| A short description of the accident should include the following information. |
| **14.1** | **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 rganized?       |
|  | What was the public’s reaction to the accident?       |
|  | Report       |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**15. 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. |

|  |  |  |  |
| --- | --- | --- | --- |
|  Date |  |  SIGNATURE |  |

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

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

**Only to be completed when the Technical Delegate is a Level 4.**

|  |
| --- |
|  **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 Level 1 and 2 Judges** (behaviour, knowledge, judging) Compulsory!

Please give a short summary of your impression per judge:

**Possible remarks to Level 3 Judges**

**Evaluation of the Organisers/Event Director**

For more remarks please use the following lines.