STATUTORY POSITION
CHAIR OF THE VETERINARY COMMITTEE AND BOARD MEMBER

1. TERM
The term will begin at the close of the General Assembly at which the Veterinary Committee Chair (the “Chair”) has been elected and remain in office for a period of 4 years, unless the Chair resigns, is dismissed by the General Assembly or cease to act as Chair for any other reason.

2. PRIMARY POLICY RESPONSIBILITY

AS BOARD MEMBER
To support and actively endorse policies which arise from the FEI Board (the “Board”) and the Executive Board decisions.

AS CHAIR OF THE VETERINARY COMMITTEE
To advise the President and Board on Veterinary Policy matters and to support the Veterinary Director in ensuring the welfare of the horse is paramount in competitive activity. Other matters related to anti-doping, movement of horses, or relevant research may be submitted as well.

The Chair of the Veterinary Committee reports to the Board.

3. KEY REQUIREMENTS
The Applicant must:

3.1. Have a proven strong equine veterinary background and normally be on the current list of FEI Official Veterinarians;
3.2. Be proficient in the English language;
3.3. Have analytical and evaluation skills;
3.4. Have working knowledge of computer skills and be proficient in the use of email, spreadsheet, PowerPoint and Word;
3.5. Have a commitment to ethics, fair play and integrity;
3.6. Have Ability to work flexible hours;
3.7. Have strong problem solving skills;
3.8. Be self-starter with the ability to drive Committee assignments to completion using creativity/innovation;
3.9. Be experienced in management of people;
3.10. Have long term vision for the sport.

4. ADMINISTRATIVE DETAILS
In order to support the Chair in the delivery of their duties, an annual fixed indemnity as per the FEI Fixed Indemnity Policy (available here https://inside.fei.org/fei/about-fei/structure/fei-board/fixed-indemnity-policy) will be provided, and an annual travel and subsistence budget will be proposed by the Secretary General for approval by the Board.
5. **KEY RESPONSIBILITIES CONCERNING THE BOARD**

5.1. To attend Board Meetings when required (in-person and teleconferences);
5.2. To participate in the Board Meetings with impartial advice on all policy matters;
5.3. To develop policy plans, as tasked by the President, for inclusion in Board Meetings; and
5.4. On instruction of the President and within the travel and subsistence budget, to represent the FEI and/or the President where requested.

6. **KEY RESPONSIBILITIES CONCERNING THE COMMITTEE**

6.1. To be familiar with and comply with all relevant FEI Rules and Regulations related to their role;
6.2. To maintain contact throughout the year with Headquarters through the Veterinary Director and to respond to FEI correspondence on Veterinary related matters within a reasonable time-frame;
6.3. To have sufficient available time to commit to the Committee;
6.4. To chair and oversee the Committee in order to comply with its responsibilities under the FEI Statutes, including coordinating the Committee’s activities to provide input;
6.5. To chair at least one in-person Committee Meeting per year, unless otherwise specified by the Secretary General;
6.6. To attend Board Meetings (in-person and teleconferences), General Assemblies and all meetings related to their function;
6.7. To be aware of all FEI activities (Sport, FEI Solidarity, Legal, Veterinary, etc.) relevant to their role in order to help their Discipline to further develop;
6.8. To communicate with Headquarters, Group Chairs and other Technical Committee Chairs;
6.9. To ensure that the Committee is populated from a broad spectrum and taking into consideration the advice of the Nomination Committee;
6.10. To act as mediator in case of conflict within the Committee;
6.11. To support the design and operation of the FEI Solidarity Programme;
6.12. To appoint a Deputy Chair from among the members of the Committee with whom they shall work closely and cooperate in furtherance of the tasks and responsibilities above. The Deputy Chair shall attend Board meetings solely in the event of the unavoidable absence of the Chair. The Deputy Chair may not vote at Board meetings.

7. **KEY BOARD RESPONSIBILITIES**

7.1. Define the general strategy, business and sport policy of the FEI;
7.2. Monitor and assess the performance of Management of Headquarters against goals established together with the Secretary General and the President;
7.3. Recommend the budget for approval by the General Assembly;
7.4. Monitor the implementation of the Resolutions of the General Assembly;
7.5. Propose items for the Agenda of the General Assembly (as per FEI Statutes Article 13);
7.6. Propose amendments to the FEI Statutes and General Regulations;
7.7. Approve the Sport Rules that cannot wait the General Assembly and are required by the IOC and the Sport Rules for Series;
7.8. Consider, and when appropriate approve, proposals of Standing Committees;
7.9. Establish the regulations governing the internal organisation and functioning of the Board, Headquarters and Committees further to Article 20.2 of the FEI Statutes, and any amendment thereto;
7.10. Appoint eligible Candidates as members of the Technical Committees, further to the recommendation of the Nomination Committee, including Chairs who are not elected by the General Assembly;
7.11. Remove members of Standing Committees further to the FEI Statutes, Article 31.12;
7.12. Remove members of the Board further to the FEI Statutes, Article 24.15;
7.13. Suspend, provisionally suspend and/or remove any FEI elected office holder in cases of (including allegations of) serious misconduct such as, but not limited to, violation of FEI Code of Ethics, FEI Code on the Prevention of the Manipulation of Competitions, FEI Code of the Welfare of the Horse, FEI Safeguarding Policy against Harassment and Abuse, acts defined as criminal by the relevant national law, fraud of any kind, and violence further to Article 20.1 (xii) of the FEI Statutes
7.14. Approve appointment of Secretary General further to the FEI Statutes, Article 22.4;
7.15. Approve the remuneration of the President, if applicable;
7.16. Set deadlines for submission of candidacies to positions on the Board & Standing Committees;
7.17. The Board appoints the Chair of the Athletes’ Committee;
7.18. Appoint and remove the members of the Equine Prohibited Substances List Group further to the recommendations of the Veterinary Committee; and
7.19. Recommend the approval and removal of an Equestrian Discipline.

8. **KEY VETERINARY COMMITTEE RESPONSIBILITIES**

The Veterinary Committee, having consulted the relevant Technical Committees, shall advise Headquarters on the following:

8.1. The establishment and amendment of the Veterinary Rules and any special veterinary conditions for Olympic Games, Paralympic Games, Multisport Games, FEI Named-Events and FEI competitions;
8.2. Appointment, education, monitoring, demotion, suspension and removal from the list of Veterinarians;
8.3. The list of approved Laboratories for doping and medication control testing of Horses;
8.4. The procedures for doping and medication control and authorisation and maintenance of the list of Prohibited Substances for Horses;
8.5. The management of Horse Inspections and Veterinary Examinations, including pony measurement, at international events as required by the FEI Rules and Regulations;
8.6. The monitoring of Horse diseases, quarantine and isolation requirements, transportation solutions and all other matters concerning the health of Horses and Horse welfare at international events;
8.7. Relations with organisations concerned with the international movement of Horses, Horse identification and Passports, Veterinary Health Certificates and customs control of the movement of competition Horses;
8.8. The education of relevant personnel on matters of stable security and Horse welfare;

Furthermore, the Committee is responsible for making proposals to Headquarters and/or the Board for approval on:

8.9. Maintaining communications with Contact Veterinarians and advising National Federations on all veterinary matters affecting Horses;
8.10. Research into Horse diseases, drugs and medications and the factors affecting the fitness and welfare of competition Horses and the detection of abnormal sensitivity of Horses’ limbs;
8.11. Methods for the identification of Horses;
8.12. The organisation of courses and seminars for Event Veterinarians, Testing Veterinarians and testing Technicians involved with the Doping and Medication Control of Horses, within a budget approved by the FEI;
8.13. Establishing and maintaining contacts with other International Veterinary Organisations;
8.14. Establishing the Internal Regulations of the Equine Prohibited Substances List Group; and
8.15. Recommending the members of the Equine Prohibited Substances List Group for appointment by the Board.

In addition, the Committee shall:
8.16. Provide any advice requested by the Headquarters;
8.17. In cooperation with the Headquarters prepare every year an annual activity plan to be submitted to the Board, and shall report to it annually on progress; and
8.18. Conduct any other tasks assigned to it by the Board, as reflected in the Internal Regulations of the FEI.

9. **POSITIONS CONSTRAINTS**

9.1. To sign a responsibility and acceptance document which includes key responsibilities following election as well as a conflict of interest disclosure statement;
9.2. As an FEI elected Official to undertake to respect all FEI Rules and Regulations, as well as the FEI Code of Ethics and Conflict of Interest Policy (see Appendix 3 – Internal Regulations of the FEI). Particularly to commit to avoid any actual or perceived conflict of interest. To maintain a neutral, independent and fair position towards all FEI constituents. Financial and/or personal interests shall never influence the Chair’s duties as Chair and the Chair shall take all reasonable efforts to avoid any such perception. In this sense to update the Conflict of Interest Statement annually or as necessary;
9.3. To refrain at all times from making any statements either written or oral, including but not limited to the media or in social media, or behaving in any way or taking any actions or omitting to take any action, that might cause harm to the FEI or to equestrian sport in general. This includes statements that might create a perception of bias;
9.4. As Group Chair to represent the Group and thereby the interests of the National Federations within their Groups;
9.5. As Board member to provide an unbiased opinion and not represent the interest of any specific stakeholder or third parties;
9.6. Shall remain neutral when performing his duties as member and may not represent the interest of any specific stakeholder;
9.7. To acknowledge that the Curriculum Vitae (without contact details information) of appointed/elected bodies are published on Inside.fei.org and available to the public.
9.8. To acknowledge that the Board is to provide policy and Headquarters to provide the day to day management of FEI business;
9.9. May not officiate at World and Continental Championships, FEI World Cup™ Finals, FEI Nations Cup™ Finals Olympic Games, Paralympics and Regional Games;
9.10. May not have a vote or a proxy on behalf of a NF;
9.11. A Board member other than the President may be removed from the Board in the event he or she is unavailable for 3 consecutive Board meetings and/or further to Article 20.1 xii) of the FEI Statutes;
9.12. In addition to the foregoing and notwithstanding any other provision of the FEI Rules and Regulations, the FEI reserves the right to take appropriate measures in relation to the Chair in the case of any non-compliance by the Chair with the terms of this Responsibility Acceptance. Such measures include, but are not limited to:
   o removal;
   o the imposition of a Provisional Suspension;
   o the imposition of a Final Suspension.
9.13. Cannot hold the simultaneous position of Technical Chair and Group Chair;
9.14. May not be a member of the Nominations Committee during their term as Chair;
9.15. Cannot serve more than 3 full 4 years terms without a break of at least 4 years (Filling a vacancy for any period of less than three (3) years does not count as a full Term);
9.16. This position is honorary and carries no remuneration (apart from the annual fixed indemnity mentioned above). Reasonable expenses incurred while fulfilling the functions of a member of the Committee shall be met by the FEI; and
9.17. To not exceed travel and subsistence budget, unless authorised by the Board.