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| **FEI EVENTING WORLD CHALLENGE EVENT** | |
| **Venue** |  |
| **Event level(s)** |  |
| **Date** |  |

|  |  |
| --- | --- |
| **TECHNICAL DELEGATE** | |
| **Name** |  |
| **Email address** |  |
| **Mobile phone no.** |  |

**IMPORTANT - INTRODUCTION – REPORTING FORMAT**

The Technical Delegate is responsible for collecting all information on site and returning the completed and legible report in its entirety, including the below list of annexes, no later than ten days of the Event’s conclusion.

***Please provide photos of the fence causing rotational fall, Horse falls or any serious accident to Athlete and/or Horse*.**

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| 1. **EVENT DATA** |

1. **Officials** - please confirm the Officials present during the Event by stating a name for each function below, if applicable:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Category: | Category: | Category: |
| GROUND JURY President: |  |  |  |
| Member: |  |  |  |
| TECHNICAL DELEGATE |  |  |  |
| COURSE DESIGNER |  |  |  |
| CHIEF STEWARD  (if applicable) |  |  |  |
| ASSISTANT STEWARD/S  (if applicable) |  |  |  |
|  |  |  |
| VETERINARY DELEGATE |  |  |  |
| CHIEF MEDICAL OFFICER |  |  |  |

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| 1. **EVALUATION OF THE EVENT** |

Please rate the following areas of organisation and provide as much details as possible, particularly concerning areas in need of improvement. Attach additional page(s) if more space and further comments are required. Please include confidential remarks on separate page(s).

**Please provide an evaluation for each category on a scale of 1 to 5**

**(1=Unsatisfactory / 2=Must Improve / 3=Needs Some Improvement / 4=Successful / 5=Excellent)**

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| **Area** | **Directives** | **Scale 1 to 5** | **Comments** |
| **Horse Inspection(s)** | Ground, separation from public, collecting & holding areas, direction signs, documents |  |  |
| **Dressage** | Ground, arena, marking, judges facilities, separation from public, documents, inspection of tack |  |  |
| **Training & Exercising** | General exercise, galloping, Dressage & Jumping warm up areas |  |  |
| **Cross-Country Warm Up/ Finish Area Facilities** | Area, ground, fences (number and type) separation from public, facilities for horses (water, farrier, ice), PA system |  |  |
| **Cross-Country** | Course, ground, obstacles, marking, separation from public,  measurement, plan |  |  |
| **Cross-Country Administrative Organisation** | Officials, documents, timing, maintenance of footing & obstacles |  |  |
| **Cross-Country Control Centre** | Radio communication, clear definition of responsibilities, facilities, fence judges education |  |  |
| **Jumping** | Standard of Course building, construction in accordance to WCHA-C course plans, maintenance of footing, standard of Jumps, starting order (publication and adherence to FEI rules) |  |  |
| **Prize giving** | Announcing, organisation, timing, clear definition of the Stewards directives |  |  |
| **General** | Event Layout and Event Preparations |  |  |
| **Event Office** | Personnel, facility, competitor/public info, Timetabling |  |  |
| **SIMP** | Serious Incident Management Plan, preparation, clear definition of responsibilities, communication plan |  |  |
| **Results management** | Personnel, production of results,  public score boards |  |  |
| **Communication** | Communication with the Organising Committee,  communication among Officials |  |  |
| **Stabling** | Stable boxes, wash areas, services, office, security |  |  |
| **Medical Services** | Daily services, emergency response |  |  |
| **Veterinary Services** | Daily services, emergency response |  |  |

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| 1. **DETAILED COMPETITION REPORT** |

1. **Report on the Cross-Country Course(s)**
   1. **Suitability of the course for the participants**

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| --- | --- | --- |
| The course(s) was/were in accordance with the FEI Eventing World Challenge Course Guidelines and Rules? (Distances, speeds, Fences technical requirements: order, number, type, dimensions) |  |  |
| Was the level of the participants suitable in accordance with the course(s) technical requirements/demands? |  |  |
| If different level of competition are held on the same venue, please confirm that all courses were significantly different |  |  |
| Did the Ground Jury inspect the Cross Country course in due time prior to the start of the competition?  Was the Cross Country course finished at time of inspection? |  |  |

If you answered **no** to any of the above, please comment below providing details and reasons to enable FEI to follow-up the issue.

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| **Comments:** |

* 1. **Cross Country course details (FEI Eventing World Challenge Course Guidelines & Rules)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Category A | Category B | Category C |
| X-C Length of course |  |  |  |
| X-C Speed (m/min.) |  |  |  |
| X-C Optimum time |  |  |  |
| Total number of Jumping efforts |  |  |  |
| If the above-mentioned were modified in comparison to the WCHA-C Course Guidelines and Rules, please specify the reasons: | | | |

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| **ANNEXES - DERBY AND/OR CROSS COUNTRY COURSE PLANS** |

As a complement to point 2.2 of this report, the FEI kindly asks you to provide a copy of the course plan used for each competition/category organised, including the distances between fences (Derby course for Category C, Cross Country course for Categories A/B) and pictures of each fence.

* 1. **Statistics**

Please complete the table

|  |  |  |  |
| --- | --- | --- | --- |
|  | Category A | Category B | Category C |
| Numbers of Starters Dressage Test |  |  |  |
| Numbers of Starters Jumping Test  *(Derby for Category C)* |  |  |  |
| Numbers of Starters Cross Country Test |  |  | N/A |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| * 1. **Accident report: Comment on any obstacle causing**   - A rotational fall  - Horse falls (FEI Eventing Rules Art. 549.5.2)  - Serious accident to Athlete and/or Horse  - obstacles moving: please describe why the obstacle moved, which system was used to anchor the fence to the ground and send pictures of the obstacle before and after it moved (showing the anchoring system whenever possible).  ***Please provide full fence description with measurements.***  ***Please provide photos of the fence causing rotational fall, Horse falls or any serious accident to Athlete and/or Horse or fences moving*.**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | Fence n° | height | drop | Top spread | Base spread | Jumpable width | Distance to the next fence | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | |

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| **Comments:** |

1. **General Impressions of Event**

1. **Recommendations for improvements for future Events**

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_ **Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return to the FEI Solidarity Department of the FEI ([andreina.wipraechtiger@fei.org](mailto:andreina.wipraechtiger@fei.org)) **within 14 days of the last day of competition, at the latest**.

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| 1. **FALLS/INJURIES – LIST OF ATHLETES** |

**For FEI Eventing World Challenge Competitions, it is the responsibility of the organising NF to follow-up on Athlete falls and injuries, however for information purposes in case of falls/injuries, the FEI kindly request to please ask the Chief Medical Officer to fill in the below tables.** **Please make sure injured or fallen Athletes have been checked by the CMO before leaving the Venue.**

**INTRUCTIONS**: injuries are recorded by categories based on their severity, except concussion which is considered as a category in itself.

**1- Injuries by categories of severity:**

- No injury: no recorded injuries

- Minor: one or more of the following injuries: sprains, bruises, and cuts judged not to be severe, treated on site

- Serious: transferred to hospital for one or more of the following injuries: major fractures, (including all compound fractures, but excluding simple fractures of clavicle and wrist), crush injuries with suspicion of pneumothorax, ruptured spleen etc.

- Fatal (NB: serious or fatal injuries should be immediately reported to the National authorities in accordance with national regulations and through this report to the FEI)

j0308201**2- Concussion**

ATHLETE

| **Incident location (e.g. fence n°)** | **Athlete and horse information (name and FEI ID)** | | **Provisional diagnosis** | **Athlete NF**  **to be**  **notified**  *(tick*  *if follow up*  *is required)* | **No injury** | **Minor injury** | **Serious injury** | **Concussion (diagnosed using CRT)** | **Fatality** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Athlete info** |  |  |  |  |  |  |  |  |
| **Horse info** |  |  |  |  |  |  |  |
|  | **Athlete info** |  |  |  |  |  |  |  |  |
| **Horse info** |  |  |  |  |  |  |  |
|  | **Athlete info** |  |  |  |  |  |  |  |  |
| **Horse info** |  |  |  |  |  |  |  |

**Chief Medical Officer’s details:**

**Name:** …………………………………………………………………………………………………………………………………………………………………………………..

**Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| 1. **FALLS/INJURIES – LIST OF HORSES** |

**For FEI Eventing World Challenge Competitions, it is the responsibility of the organising NF to follow-up on Horse falls and injuries, however for information purposes in case of falls/injuries, the FEI kindly request to please ask the Veterinary Delegate to fill in the below tables.** **Please make sure injured or fallen Horses have been checked by the Veterinary Delegate before leaving the Venue.**

**INTRUCTIONS**: injuries are recorded by categories based on their severity, except concussion which is considered as a category in itself.

**1- Injuries by categories of severity:**

- No injury: no recorded injuries

- Minor: one or more of the following injuries: sprains, bruises, and cuts judged not to be severe, treated on site

- Serious: fractures, severe soft tissue injuries, severe cuts or lacerations, etc.

- Fatal (NB: serious or fatal injuries should be immediately reported to the National authorities in accordance with national regulations and through this report to the FEI)

HORSE

| **Incident location (e.g. fence n°)** | **Horse and Athlete information (name and FEI ID)** | | **Provisional diagnosis** | **Athlete NF**  **to be**  **notified**  *(tick if follow up is required)* | **No injury** | **Minor injury** | **Serious injury** | **Fatality** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Horse info** |  |  |  |  |  |  |  |
| **Athlete info** |  |  |  |  |  |  |
|  | **Horse info** |  |  |  |  |  |  |  |
| **Athlete info** |  |  |  |  |  |  |
|  | **Horse info** |  |  |  |  |  |  |  |
| **Athlete info** |  |  |  |  |  |  |

**Veterinary Delegate’s details:**

**Name:** …………………………………………………………………………………………………………………………………………………………………………..

**Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OF HORSES**

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| 1. **CONFIDENTIAL to be completed by TD** |

**Directives on Officials:**

Representation of the FEI, its objectives and Regulations. Communication with TD and other Officials to ensure the correct running of the competition. Communication with the Athletes. Rating on decisions taken.

Please provide an evaluation for each category on a scale of 1 to 5

1=Unsatisfactory / 2=Must Improve / 3=Needs Some Improvement / 4=Successful / 5=Excellent

|  |  |  |
| --- | --- | --- |
| **Area** | **Scale** | **Comments on aspects that need improving** |
| **Ground Jury** |  |  |
| **Assistant TD** |  |  |
| **Veterinary Delegate** |  |  |
| **Chief Steward** |  |  |
| **Cross Country Course Designer** |  |  |
| **Cross Country Builders / repair team** |  |  |
| **OC/General Event Personnel** |  |  |
| **Results manager** |  |  |
| **Medical Services** |  |  |
| **Stable Manager** |  |  |

**Was an Event Debrief conducted?** YesNo

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| Comments: |

***Please return to:* FEI Solidarity Department**

**HM King Hussein I Building**

**Chemin de la Joliette 8**

**CH - 1006 Lausanne**

**E-mail:** [**andreina.wipraechtiger@fei.org**](mailto:andreina.wipraechtiger@fei.org)