

CHIEF STEWARD REPORT

IMPORTANT

Please send this document **within 14 days of the Event's conclusion** by e-mail to andreina.wipraechtiger@fei.org.

When listing the names of the Stewards, please include the corresponding FEI ID if applicable or type N/A.

EVENT DETAILS

Event name / Discipline	
Event venue / Country	
Levels / Categories	
Date	
Chief Steward (Name + NF)	FEI ID
Assistant Stewards (Name + NF)	FEI ID
	FEI ID
	FEI ID
	FEI ID
	FEI ID
Any comments on Assistant Stewards?	

	YES	NO	N/A	Comments
ADMINISTRATION				
<ul style="list-style-type: none"> Were you a member of the Organising Committee? If not, were you involved in pre-competition meetings with the OC? Was the communication with the Organising Committee satisfactory? Was the communication with the Technical Delegate satisfactory? Were 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				
<ul style="list-style-type: none"> 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 N/A 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?

COMPETITION ARENA

- Was the competition arena footing adequate?
- Was the competition arena secured in accordance with the discipline rules?

MEDICAL / EMERGENCY

- Were there any precautions organised for emergency? (Doctor, Veterinarian, transport facilities Horse and/or Athlete, etc.)

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

EQUIPMENT / TACK

- Was the tack control carried out on all horses competing according to the discipline and Vet rules/regulations?
- For Jumping ONLY: 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:

Date: _____ **Name:** _____ **Signature:** _____

Useful links:

- FEI Steward Hub: <https://inside.fei.org/fei/your-role/officials/stewards-hub>
- FEI World Challenges landing page: <https://inside.fei.org/fei/solidarity/world-challenges>
Note: if not mentioned in the FEI World Challenge rules, then refer to the corresponding FEI discipline rule.
- FEI Rules landing page: <https://inside.fei.org/content/general-regs-statutes>
- Tack App: <https://inside.fei.org/fei/your-role/it-services/mobile-apps/fei-tack-app>