

WEG – DRIVING

Entries in Principle: March 31st 2014 (FEI General Regulations Art 116.4.1)

Each NF must declare whether they plan to participate with a team and/or individual Athletes in each of the eight respective disciplines. The OC kindly ask NFs to provide at this stage an estimated number of Athletes they anticipate will participate per discipline either as part of a team or individuals by filling out the Entries in Principle Form available at the following address:

<http://www.hippobase.com/events/Normandy2014/EntriesPrincipleForm.doc>.

The Form should be submitted by email at entries.normandie2014@hippobase.com by

March 31st, 2014.

Nominated Entries

Detailed entries with all complete information are required (names of Athletes and Horses). According to FEI General Regulations Art. 116.4.2, the list of Nominated Entries may consist of a higher number of Athletes and Horses than the Definite Entries. The maximum permitted numbers for Nominated Entries per NF per discipline are detailed below

CH-M-A/Driving July 21st 2014

Each NF may enter a maximum of 6 Athletes and 60 Horses.

The host NF is allowed to nominate an additional 10 Athletes and 100 Horses.

Certificate of Capability

Certificates of Capability must be sent to the FEI by July 21, 2014 for all disciplines except Endurance (GR Art 117). Endurance Certificates of Capability are due to the FEI by June 24, 2014. Section 4.7 below details how NFs should submit Certificates of Capability. Official FEI publications serve as the source for the qualification criteria that each Athlete and Horse must meet in order to compete. The FEI confirms a certificate of capability for every Athlete and Horse (see 4.7 below). Full qualification procedures for the Alltech FEI World Equestrian Games™ 2014 in Normandy, can be found at <http://fei.org/fei/fei-weg/2014>.

Definite Athlete Numbers

To assist in planning (including confirming stabling numbers for venue development purposes), the OC is asking NFs to confirm on July 21st the definite number of Athletes and Horses (including reserves where appropriate) they intend to submit at Definite Entries stage per discipline (for maximum number see Definite Entries section 4.6). **No names are required.** However entry fees are to be paid no later than this date (July 21st) based on numbers submitted at this stage.

Definite Entries

The names of the Athletes and Horses being definitely entered must be indicated and selected from those Athletes and Horses on the Nominated entry list.

The number of Horses indicated below (unless otherwise stated) represents the maximum number that the OC will provide stabling for on competition venues. Reserve Horses will not be accommodated on competition venues unless listed below. For NFs requiring stabling off competition venues please refer to a list of suggested locations on the National Federation Extranet available at www.normandy2014.com/extranet-federations.

CH-M-A/Driving August 21st 2014

Each NF may enter a maximum of 3 Athletes and 15 Horses.

The host NF is allowed to enter an additional 5 Athletes and 25 Horses.

Additional Horses not officially entered for the Alltech FEI World Equestrian Games™ 2014 in Normandy will not be allowed on to the competition venues.

Process for submitting entries and certificates of capability

All entries must be submitted using the HippoBase entry system exclusively, even for disciplines that usually use the FEI entry system. The OC and FEI will regard the data supplied online as the only official entry information (including qualifying results for Certificates of Capability). Any information sent to the OC by email or fax, which could also be entered directly into the online system, will not be accepted.

Existing HippoBase NF accounts can be used as usual. For details and how to get a new account please visit www.equinis.com/Hippobase/Login.

At Entries in Principle stage (March 31st) – NFs must submit their intention to participate with a team and/or individuals in each of the disciplines to entries.normandie2014@hippobase.com. Normandy 2014 will be accessible to NFs in HippoBase only after the OC has received and approved the Entry in Principle. NFs must then execute the CheckIn procedure in HippoBase to ensure they can technically access the entry system. The contact provided during CheckIn will be used by OC and FEI as the official NF contact for any communication on the Games.

At Nominated Entries stage – July 21st – NFs should log into HippoBase and add Athlete and Horse details according to the maximum numbers per discipline detailed above (4.3). At this stage NFs should also enter qualifying results for Athletes and/or Horses according to the qualifying procedures found at <http://fei.org/fei/fei-weg/2014>. After adding Athletes, Horses and qualifying results in HippoBase NFs must confirm their list as complete. Then the combined documents for Nominated Entries and Certificates of Capability (see 4.4 above) can be generated. Athletes and Horses not listed on this document will not be permitted in the Definite Entries, or be used for any substitutions.

NFs should print, sign (NF President) and stamp these documents for each discipline and then fax to the FEI (+41 21 310 4760) or scan and email each document to the respective FEI discipline departments: **Driving** – Laetitia Gillieron, laetitia.gillieron@fei.org

Once assessed, the FEI will indicate qualified Nominated Entries on the HippoBase system with a green 'OK'. At this stage the FEI will notify NFs of any unqualified Nominated Entries.

At Definite Athlete Numbers Stage (July 21st) – NFs should log into HippoBase, enter and confirm Definite Athlete Numbers in accordance with 4.5 above. NFs will be asked to pay all entry fees at this stage based on number of Definite Athlete Numbers indicated. See section 6 below. The NFs must designate and provide contact information for the person responsible for submitting entry fee payments.

At Definite Entries stage (Reining, Dressage, Para-Dressage, Endurance, Eventing – August 14th, Jumping, Vaulting, Driving– August 21st) – NFs should log into HippoBase

and remove any non-participating Athletes and Horses until the limits of 4.6 are met and confirm the remaining list as Definite Entries.

Entries not submitted in accordance with the process summarised above and as detailed through the HippoBase system will not be accepted by the OC.

Contact for all matters relating to entries: entries.normandie2014@hippobase.com

5. SUBSTITUTIONS

According to General Regulations article 116.4.2, nominated entries must include a list of the names of Athletes and Horses from which the Definite Entries **and any substitutions** will be chosen and state the number of Athletes and Horses which the NF intends to send.

FEI General Regulation article 121.3:

“In case of accident or illness of a team member and/or Horse nominated for a team Competition, such individual Athlete and/or Horse entered in that Event may be substituted. This must be announced by the Chef d'Equipe at the latest one hour before the start of the relevant Competition unless otherwise specified in the relevant Sports Rules. The Athlete/Horse being withdrawn cannot then take part in any other Competition in that Event.”

All substitutions must come from the NF's list of Nominated Entries and submitted in accordance with FEI General Regulation article 121.3 (above) and as specified in the relevant discipline regulations: **Driving** FEI Driving Rules 2014 Art 946.

ENTRY FEES

Entry fees must be paid by July 21, 2014 in Euros (€) by all respective NFs. Fees will be calculated on the basis of the number of Athletes/Horses confirmed at 'Definite Athlete Numbers' stage (see 4.5 above) including reserve Horses.

The entry fee includes:

§ Entry to competition,

§ Stabling,

§ The EADCMP fee,

§ The first bedding in straw or shavings, plus about 10 kg of straw or shavings (according to packaging available) per day,

§ Waste/muck disposal

§ Horse lorry parking,

§ Power supply (at this stage the OC is unable to confirm that power hook-up will be available for Eventing lorries at D'Ornano Stadium on Sunday August 31st)

§ No additional local taxes will be levied.

CH-M-A/ Driving: 630€ per Athlete

NFs must pay the entry fees for all of their participating Athletes and Horses by SWIFT TRANSFER ONLY, to be received on the following account **by July 21st July 2014:**

Recipient: GIP JEM Normandie 2014 / Sport

Bank: Crédit Agricole Normandie (Grandes Entreprises)

IBAN: FR76 1660 6536 1700 1713 1088 450

SWIFT: AGRIFRPP866

Please request your bank to include the following in the Memo line of the wire transfer: Entries for <Name of NF> -- xx Athletes or xx Horses by Discipline
(eg. Entries for FRA – Reining 2, Endurance 5, Dressage 3)

Cheques will not be accepted. Please be attentive to the time needed to complete all transactions and that potential **transfer fees must be borne by NFs**. In addition, only bank transfer from member NFs of the FEI, will be accepted by the OC as entry fees. The Chefs de Mission are kindly requested to send a copy of the receipt of the payment for entry fees to info-nf@normandie2014.com by **July 21, 2014** at the latest.

NFs must provide contact information for the person responsible for payments.
Athletes whose entry fees have not been paid will not be permitted to compete at the Alltech FEI World Equestrian Games™ 2014 in Normandy.
Horses passports will not be returned until all fees and charges have been paid.

The Alltech FEI World Equestrian Games™ 2014 in Normandy will take place in the following venues:

§ Caen: - La Prairie Racecourse (Driving)

Training areas

Training areas and practice obstacles will be available to Athletes on the competition venues according to a timetable. Riding, driving or vaulting outside these arenas and areas and outside scheduled times will not be permitted. The training areas will be controlled by stewards.

Size of the Competition arenas and length of the courses

Driving:

sand 120m x 100m 1

sand 100m x 40m 2

Lunging areas will be provided.

Competition arenas/ Courses

Size of the Competition arenas and length of the courses

Artificial Sand 60m x 120m

Artificial Sand (Marathon) Approx 6 km (phase A)+ 1 km (transfer) + 9 km (phase B)

Veterinary Examinations, Horse Inspections, and Passport Controls

Veterinary Examinations, Horse Inspections, and Passport Controls will be carried out in accordance with FEI Veterinary Regulations and the discipline-specific veterinary regulations. On arrival at a Games venue all Horses must undergo an examination by a veterinarian to confirm their identification from their passport, their vaccination status and general health. To protect all Horses attending events, any Horse with a questionable health status, with regards to vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

HORSE INSPECTIONS (2014 Veterinary Regulations Article 1033)

All Horses will be assessed for their orthopaedic fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses deemed not fit to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

11.4. Horse Inspections (HI)

Driving Wednesday 3rd September @ 10:30

Conditions of Importation

At the time of the first veterinary examination, i.e. upon arrival of the Horses on the venue and before entering the stables, every Athlete is obliged to present a valid FEI passport or an FEI Recognition card cover on an approved passport as well as the health certificates which are required for the transport to the event:

§ **EU origin Horses:** a health certificate for registered equidae according to the specimen of Annex II of Directive 2009/156 (as amended)

The certificate must ALSO be issued in French. The Athlete must carry with him the original certificate, not a copy.

Horse passports and veterinary documents will be collected at the arrival veterinary check. These documents will be handed back to the Chef d'Equipe/NF representative after payment of all expenses before departure.

Bloodstock GmbH will ensure that, where necessary, onward certification is issued for Horses departing each venue.

For veterinary medicine import requirements NFs should refer to the Equine Freight Manual.

Horses Lorries & Parking

NFs are requested to consolidate Horses on vehicles for arrival and departure from the competition venues.

Restricted Parking for Horse &/or equipment vehicles will be provided. Further details are available within the Equine Freight Manual.

13. FEED, HAY AND BEDDING

The following will be made available to NFs:

§ all commonly used feed will be available to buy, including hay, bran, oats, barley, sweet feed, pellets or cubes, corn, linseed and carrots. All feed will be certified free of prohibited substances.

§ Straw & shavings will be available to buy (in addition to the allowance included in the entry fee).

Further details (products and prices) will be provided to NFs by April 2014. Purchased items will be charged on the NFs account, and invoices will be issued and must be paid before departure.

14.1. Tack Stalls

The OC will provide tack stalls according to a ratio of at least one for every four Horses. Where space and availability allows additional tack stalls will be made available to NFs.

ACCREDITATION

The system to be used for submitting accreditation details will be made available to NFs prior to the Nominated Entries date (July 21st).

The Main Accreditation Centre will be located near the competition venues in Caen and will open for collection of accreditations at the beginning of August.

NF Accommodation Provided at OC Cost

The OC will provide accommodation for Athletes, Chefs de mission, Chefs d'Equipe, Team Veterinarians and grooms according to the specifications stated below (**maximum number per population**). Accommodation can also be arranged through the Housing Bureau – Normandy 2014 for additional NF delegates (see 17.8 below) but will be at the NF's cost. For this group of NF accredited personnel, the OC will provide hotel accommodation free of charge, in a single room (double occupancy upon availability – See *Partners*) with breakfast included their actual stay as follows:

ALLTECH FEI WORLD EQUESTRIAN GAMES™ 2014 IN NORMANDY COMPETITION SCHEDULE

Driving

- 1 Chef d'Equipe
- 1 Team Veterinarian
- Grooms – see 17.5 below

Teams:

- 3 Drivers

Individual instead of Team:

- 1 Driver

Earliest arrival at OC expense:

§ Tuesday, September 2, 2014 (one day before the first Horse inspection)

Latest departure at OC expense:

§ Monday, September 8, 2014 (one day after the last day of competition)

For Driving, an area of about 300m² per Athlete will be made available by the OC on the competition venue close to the stables. Access to the dedicated area will be restricted to NF accredited personnel only. The area will be made available during the stables opening period of time from September 1st to September 8th, 2014.

At NF's expense, it will be possible to arrive earlier and/or to depart later (subject to availability). Such requests must be received by the Housing Bureau – Normandy 2014 as early as possible and at the latest according to the declaration deadlines.

Payment policy is according to the Terms & Conditions mentioned below and in the Accommodation Regulation Plan.

Individual Gold Medallists

Individual Gold Medal winning Athletes (including Lungers) staying for the official Closing Ceremony on September 7th, 2014, will be guests of the OC in Caen (including Eventing and Endurance Athletes) until September 8th, 2014.

Hotel Accommodation for Partners

Subject to availability, the OC will provide double rooms for the above mentioned Athletes (except Vauters and Lungers), Chefs de Mission, Chefs d'Equipe and Team Veterinarians bringing a partner. However, the difference between a single and a double room will be the cost of one additional breakfast; it will be at the individual's own expense. Payment will be required directly to the hotel.

The Housing Bureau – Normandy 2014 will need to be advised, as early as possible, of the presence of partners. Their names will need to be indicated through the Booking Platform.

17.4. Hotel Accommodation for Additional Delegation Members

Limited accommodation at the NF or individual's expense will be provided for people other than those belonging to the official team (For example: veterinarians, doctors, physiotherapists, psychologists, farriers, etc). Fulfillment of such requests will depend on the availability of accommodation.

These requests must be received by the Housing Bureau – Normandy 2014, as early as possible.

17.5. Accommodation for Grooms

Grooms will be accommodated on each competition venue:

§ Except for Endurance, grooms are permitted to stay in their lorries according to the OC policy detailed within the Equine Freight Manual.

§ An alternative accommodation solution will be provided for grooms without access to lorries. They will be accommodated in temporary structures with common shower/toilet facilities.

The free of charge period is as follows:

§ Earliest arrival on the day of Stables opening, for each discipline,

§ Latest departure at the day of Stables closing, for each discipline.

§ Earlier arrivals or later departures **will not be allowed**.

Number of grooms accommodated at OC expense, per Athlete/Horse, are as follows:

Driving 2 grooms per Athlete

Accommodation Declarations

a. All reservations as stated above will be made through the Housing Bureau by the NF and controlled by the OC.

b. The Housing Bureau must receive the booking request for NF accredited personnel accommodated at OC's expense by the stage of the Definite Athlete Numbers (July 21st, 2014). After this date, the OC will not be able to guarantee accommodation availability.

c. Should NFs not respect this schedule, the OC might not be able to assist with their NF personnel's accommodation.

General Conditions

a. Each NF is in charge of booking accommodation for their whole delegation (rooms at OC expense and rooms at NF expense) and ought to appoint a single contact as Group Leader to the Housing Bureau.

For accommodation provided free of charge by the OC, the OC will only cover the room expenses (with one breakfast) if the room is personally used by the persons as stated under "NF Accommodation Provided at OC Cost" and "Accommodation for grooms".

It is the responsibility of NFs to enforce this rule.

b. Everyone must pay any additional costs (phone, mini-bar, parking, etc.) directly to the hotel prior to departure.

c. Anyone needing accommodation before or after the period free of charge, as stated above, can make a request through the Housing Bureau (see 17.8). Fulfillment of such requests, at NF expense, will depend on the availability of accommodation.

d. Cancellation policy for rooms at NF expense and at OC expense is defined in the Accommodation Regulation Plan. Payment schedule (only for rooms at NF expense) is defined in the *Accommodation Regulation Plan* available on the National Federation Extranet www.normandy2014.com/extranet-federations. All booking payments have to be made to the Housing Bureau.

e. The OC requires a guarantee payment for rooms at its expense, booked by the NFs. The amount of the guarantee is equivalent to 25% of room nights at OC expense booked by the NF. The payment has to be made to the OC. All the details about the guarantee and its refund are stated in the Accommodation Regulation Plan.

Housing Bureau Contact Details

For all hotel reservations and queries please contact:

Housing Bureau – Normandy 2014 **Phone:** +33 (0)1 70 39 35 59

Organising Committee Normandie 2014 **Fax:** +33 (0)1 53 85 82 83

6, avenue du Maréchal Montgomery **Email:** hotels.normandie2014@mci-group.com

14000 Caen – France

18. CATERING

Meals for Chefs de Mission, **Chefs d'Equipe, team and individual Athletes**, vaulting attendants, vaulting team trainers, grooms according to the number accommodated at OC cost (see 17.5) and **team veterinarians** will be provided free of charge catering by the OC from 1 day before the discipline's Horse inspection to 1 day after the end of the discipline's competition.

Breakfast will be available at the hotel or on the venue depending on where NF personnel are accommodated (eg. Jumping Athlete: at the hotel; Jumping Groom: on the venue). Lunch and dinner will be available on each **respective** venue **exclusively**. Lunch and dinner will consist of three courses with a variety of options including fish and meat.

Below are the dates during which time the NF accredited personnel listed above will be provided with catering **at the OC's cost:**

Driving Tuesday, September 2, 2014 to Monday, September 8, 2014

Outside these periods (including from stables opening) **and** for additional staff, catering will be available at NF cost. More information and buying process will be detailed by April 2014.

19. TRANSPORTATION

19.1. Arrivals and Departures

Official points of arrival in France for the NFs:

§ 5 Airports: Paris Roissy Charles de Gaulle, Paris Orly, Deauville, Caen and Rennes

§ 4 Train stations: Paris Gare du Nord, Caen, Granville and Argentan

OC will provide, if needed, a shuttle service from these points of arrival to the NFs' hotels, for the accredited people, at OC expense: Athletes, grooms, Chefs de mission, Chefs d'Equipe, Team Veterinarians. This service will run **from August 20th until September 9th**. Details on booking process will be provided by April 2014.

NF accredited personnel other than those at OC's expense will also be able to benefit from the service. Terms, condition and prices to be provided by April 2014.

19.2. Reimbursement of travelling and transportation expenses

The OC will pay a lump sum for the travelling and transportation expenses of Chefs de Mission, Chefs d'Equipe, team and individual Athletes and their grooms, and of the Horses (*See also "Equine Services/ Trucking Allowance"*).

The OC will pay:

§ 240 Euros per definitely entered Athlete for Driving.

19.3. Transport Operations

Transport service between hotels and venues in Caen

NF accredited personnel will have access to a transportation service between Caen hotels and all venues in Caen. Service will start prior to first Horse arrivals and end on day after last day of competition, and will be adapted to the Stables opening/closing times.

Transport service between the Venues in Caen

Regular dedicated shuttles (for all accredited groups) will run between the Caen venues throughout the day – precise times and start/end date to be communicated in due course.

Each **Chef d'Equipe will receive one parking pass** for the duration of the relevant discipline for a parking area near her/his discipline's venue.

Limited additional parking passes will be available for purchase by NFs at some venues according to availability. More details to be provided in March 2014

19.6. Motorised vehicles and bicycles on venues

No motorised vehicles (golf cars, motorbikes, Segways etc) other than the OC's own vehicles except wheelchair accessible vehicles will be allowed on the venues. The policy regarding bicycles within venues is to be determined and strict rules will be established. Wheelchairs and mobility scooters will be permitted on venues.

CHEFS' WORKING AREAS

The **OC will provide working areas** on venues for all Chefs de Mission and **Chefs d'Equipe**. These areas will have **internet access** and **lockers** will be available.

CEREMONIES, INTERVIEWS

29.1. Opening Ceremony

Chefs de Mission, Chefs d'Equipe, Athletes, grooms and team staff/officials from all NFs represented at the Alltech FEI World Equestrian Games™ 2014 in Normandy will be invited by the OC to parade with their national uniforms (without horses) and take part in the Opening Ceremony on Saturday, 23rd August, 2014 from 20:00. Each NF will be requested to have at least 5 representatives parading at the Ceremony unless the NF is composed of less than 5 representatives.

Further information will be provided in due course and NFs will be asked to provide an estimate of the number of delegates they anticipate will parade. The OC reserves the right to arbitrate the final number of representatives per nation if needed in order to fit with Ceremony requirements.

The OC will not pay for attendance related costs (transportation, accommodation, catering etc.) for NF representatives other for those already being accommodated at OC cost at the time of the Opening Ceremony.

The OC cannot guarantee seats in the stand for more than 5 representatives per NF.

According to the estimated number parading of delegates communicated in advance the OC will endeavor to provide seats for a maximum number of representatives. Should a NF wish to secure seating for additional, the ticketing department will guarantee access to tickets at the lowest available price.

29.2. Closing Ceremony

Athletes from all NFs represented at the Alltech FEI World Equestrian Games™ 2014 in Normandy will be invited by the OC to parade (without horses) and take part in the Closing Ceremony on Sunday, 7th September, 2014, following the medal ceremony of the Jumping Individual Final Four. Further information will be provided in due course and NFs will be asked to (1) confirm that they will take part in the parade, and (2) provide an estimate of the number of delegates they anticipate will parade.

All individual gold medallists (without horses) will be invited and expected to take part in the Closing Ceremony (transportation, accommodation and catering will be covered by OC). Except for gold medallists, the OC will not pay for attendance related costs (transportation, accommodation, catering etc) for athletes other than those for whom these costs are already being covered by the OC at this time.

29.3. Medal and Prize-Giving Ceremonies

All medallists will be obliged to take part in the official medal ceremonies. The ceremonies will take place immediately following each final competition (except for Endurance – see below) and will include only medal winners with their winning Horses (except the individual Jumping when all 4 finalists will take part). For Para-Dressage all individual medal winning horses and team gold medal horses will take part.

Each NF will be requested to provide the OC with their official national anthem (musical audio version exclusively, WAV or AIFF format if possible) and their official national flag (image format) by March 15th. In the event of a change of national anthem or flag between March 15th and the Games, NFs must inform the OC and supply the latest version.

The Endurance medal ceremony will take place the day following the ride at the D'Ornano Stadium in Caen without Horses. Medallists' attendance at this ceremony is compulsory. Any Athlete not attending may be disqualified by the Ground Jury depending on the circumstances. A transport solution will be offered to NFs to travel from Sartilly to the D'Ornano Stadium in Caen.

29.4. Medal Celebrations

Detailed information regarding Medal Celebrations will be communicated to NFs in due course.

Mixed Zone, Press Conferences and Interviews

All Chefs de Mission, Chefs d'Equipe, Athletes, team personnel and especially medallists and placed athletes are expected to make themselves available for interviews when requested by the Alltech FEI World Equestrian Games™ 2014 in Normandy Media Team.

In addition, all Athletes and Team Trainers will be obliged to pass through the flash interview and mixed zones after competing.

All medallists, placed athletes and the best French athlete of the respective discipline are obliged to attend the Press Conference at the end of the day of competition. Other persons may be requested by media, and their presence would be greatly appreciated upon request of the Alltech FEI World Equestrian Games™ 2014 in Normandy Media Team.

29.6. Team Kiss & Cry Areas

Each stadium will have a "Team Kiss and Cry" area to which a maximum of 5 persons pertaining to the relevant Athlete currently in the arena will be allowed.

30. ATHLETES (NF) SEATING

Accredited seating areas composed of a limited number of seats will be available at each venue for all NF accredited personnel on a first come first serve basis.



La Prairie Racecourse – Para-Dressage, Driving

Address Boulevard Yves Guillou - 14000 CAEN

GPS Latitude: 49°17'6976"

Longitude: -0°36'5361"

4th September, Thursday

9:30	Driving	Dressage Test	Session 1	La Prairie Racecourse
13:45	Driving	Dressage Test	Session 2	La Prairie Racecourse

5th September, Friday

9:30	Driving	Dressage Test	Session 3	La Prairie Racecourse
13:45	Driving	Dressage Test	Session 4	La Prairie Racecourse

6th September, Saturday

9:30 Driving Marathon Test La Prairie Racecourse

7th September, Sunday

8:00 Driving Cones Test La Prairie Racecourse

17:30 Closing Ceremony D'Ornano Stadium

**CH-M-A Normandy 2014 (Driving)
La Prairie Racecourse/ Orne Valley
Preliminary Timetable**

Monday, September 1, 2014

06:00 Opening of Stables

Tuesday, September 2, 2014

08:30 Familiarization

[14:00 Marathon walk course opens to Chefs d'Equipe and Drivers](#)

[19:00 Chefs d'Equipe Meeting](#)

Wednesday, September 3, 2014

10:30 Horse Inspection

[14:30 Chefs d'Equipe Meeting and Draw](#)

Thursday, September 4, 2014

09:30 Dressage Test Session 1

13:45 Dressage Test Session 2

[18:30 Chefs d'Equipe Meeting](#)

Friday, September 5, 2014

09:30 Dressage Test Session 3

13:45 Dressage Test Session 4

[18:30 Chefs d'Equipe Meeting](#)

19:30 Prize-Giving Ceremony

Saturday, September 6, 2014

09:30 Marathon Test

[18:30 Chefs d'Equipe Meeting](#)

19:30 Prize-Giving Ceremony

Sunday, September 7, 2014

07:00 Horse Inspection (in harness)

08:00 Cones Test

13:20 Prize-Giving and Medal Awards Ceremony

Monday, September 8, 2014:

18:00 Closing of Stables 18:00

(Subject to change. Please refer to website www.normandy2014.com)

**CH-M-A Normandy 2014 (Driving)
La Prairie Racecourse/ Orne Valley
General Conditions**

This CH-M-A is organised in accordance with:

- FEI Statutes, 23rd edition, 7th November 2013
- FEI General Regulations, 23rd edition, 1st January 2009, updates effective 1st January 2014
- FEI Veterinary Regulations, 13th edition, 1st January 2014
- FEI Driving Rules, 11th edition, 1st January 2014
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1st Edition 5th April 2010, updates effective 1st January 2014
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, 1st January 2012, updates effective 1st January 2014
- All subsequent published revisions, the provisions of which will take precedence.
- An arbitration procedure is provided for in the FEI Statutes and General Regulations referred to above. In accordance with this procedure, any appeal against a decision rendered by the FEI or its official bodies is to be settled exclusively by the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland.
- It is the responsibility of NFs to ensure their participants are of the correct age.

Conditions of Participation

a. Teams

Each nation may send a maximum of 3 Athletes with a maximum of 5 Horses each.

b. Individual Athletes instead of a team

A nation which cannot send a team (at least 2 Athletes) may send 1 individual with a maximum of 5 Horses.

c. Individual Athletes from host nation

The host nation may enter 5 individual Athletes with a maximum of 5 Horses each in addition to the team.

d. Age of Horses: must be at least six (6) years old.

e. Age of Athletes: see FEI Driving Rules 2014 Art. 912

f. Qualification Period

Start 1st January 2013

End 21st July 2014

g. Qualification Criteria

According to the official FEI publications.

Substitutions of Athletes/Horses (FEI Driving Rules 2014 Art. 946)

Before an Event (Art. 946.1)

In the event of an accident or an illness to either a Athlete or to a Horse before the Event, substitutions may be made, with the following conditions, provided the Organising Committee gives its approval before the start of the Event (as defined in Art. 916.8).

The Athlete produces a certificate from an officially recognized Doctor/ Veterinarian to the effect that the Athlete / Horse is not fit to compete, or the Veterinary Commission/ Delegate advise, and the Ground Jury concurs, that a Horse is not fit to take part.

A Horse or Athlete, or a combination of Horse and Athlete may only be replaced by a Horse and/or Athlete in the same class from the Nominated Entry List. Exceptions see Art 946.1.

During an Event (Art. 946.2)

Substitution of Horses or Athlete during a Competition is not permitted the penalty will be Disqualification.

Athletes in Four- in- Hand classes may start each Competition with any 4 of their 5 declared entries.

Draw for the starting order

Refer to Article 948.2 of the Driving Rules

Special Rules

- Chefs d'Equipe must declare in writing at the National Federations Desk, the Horses for each competition at least one hour before the start of each competition. Athletes may start each competition with any 4 of their 5 declared entries (Art. 946.2.2).

- In all competitions, 2 grooms must be on the back seat of the carriage. This also applies to the obstacles driving competition. According to Art. 937.4, carriages in the Marathon competition must have the minimum weight of 600 kg.

- Personally owned cones cannot be used.

The Dressage and Cones as well as the prize-giving and medal ceremonies will take place in the La Prairie Racecourse. The Marathon will take place on the Orne Valley (phase A and transfer) and at La Prairie Racecourse (phase B).

DRESSAGE TEST

**Thursday 4th September and Friday 5th September,
2014**

Prize Money: 17 500 € (5'200, 3'500, 2'700, 1'800, 875, 700, 500, 350, 200, 200, 200, 200, 200, 175, 175, 175, 175, 175)

Athletes/Horses

Requirements

FEI Driving Dressage Test N° 11 to be ridden from memory.

Carriage: According to Art. 936.

Scoring Method

According to Art. 954-956.

Starting Order

According to Art. 948.

MARATHON TEST

Saturday 6th September, 2014

Prize Money: 29 000 € (8'700, 5'800, 4'300, 2'900, 1'400, 1'100, 900, 600, 350 per Athlete from 9th to 13th place and 310 per Athlete from 14th to 18th place)

Athletes/Horses

Requirements

Carriage: According to Art. 936.

Szakasz	Maximális pályahossz	Minimális pályahossz	Jármód	Iram (km/h)
A	8000 m ***	5000 m	szabadon választott	15
transzfer	1500 m	800 m	szabadon választott	
B	9000 m	6000 m	szabadon választott	14

Maximum distances and speeds not to be exceeded

***** Richard Papens-el (TD) történt egyeztetés után, kiderült, hogy az eredetileg megadott 9000 m hibás!**

Scoring Method

According to Art. 968.

Starting Order

According to Art. 948.

CONES TEST

Sunday 7th September, 2014

Prize Money: 17 500 € (5'200, 3'500, 2'700, 1'800, 875, 700, 500, 350, 200, 200, 200, 200, 200, 175, 175, 175, 175, 175)

Athletes/Horses

Requirements

According to Art. 970 to 981.

Carriage: According to Art. 936.

Scoring Method

According to Art. 975.

Starting Order

According to Art. 948.

In reverse order of merit after the dressage and Marathon competitions; the Athlete with the lowest number of points has to start last.

FEI WORLD TEAM & INDIVIDUAL FOR FOUR-IN-HANDS DRIVING CHAMPIONSHIP

Individual Placings

Prize Money: 23 500 € (7'000, 4700, 3500, 2400, 1200, 950, 700, 500, 270, 270, 270, 270, 270, 240, 240, 240, 240, 240, 240)

FEI Medals for Athletes placed 1st to 3rd

Requirements

Completion of the three tests

FEI-Dressage Test n° 11

Marathon Competition

Obstacle-Cone Competition.

Scoring Method

According to Art. 903.

Team Placings

Prize Money: 52 500 € (15'000, 11'000, 9'000, 7'000, 6'000, 4'500)

FEI Medals for teams placed 1st to 3rd

Requirements

Completion of the three tests

FEI Dressage Test n° 11

Marathon Competition

Obstacle-Cone Competition

Scoring Method

According to Art. 905.

APPENDIX 1 – FEI CODE OF CONDUCT

Chefs d'Equipe are required to submit the signed copies of the Code of Conduct to the National Federations Desk upon arrival.

THE FEI CODE OF CONDUCT for the Welfare of the Horse

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times the welfare of the Horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition Horses, welfare must take precedence over all other demands. This includes good Horse management, training methods, farriery and tack, and transportation.
2. Horse and Athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and misuse of aids.
3. Events must not prejudice Horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the Horse for onward travel after the event.
4. Every effort must be made to ensure that Horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
5. The FEI urges all involved with the sport to attain the highest levels of education in their area of expertise.

Signature _____ **Date** _____

APPENDIX 2 – ATHLETE WAIVER

Chefs d'Equipe are required to submit the signed copies of Athlete Waiver to the National Federations Desk upon arrival.

2014 Release, Assumption of Risk, Waiver and Indemnification.

This document waives important legal rights. Read it carefully before signing.

I hereby state unequivocally that in consideration for authorization to compete in the Alltech FEI World Equestrian Games™ 2014 in Normandy (“Games”): I AGREE that my participation is voluntary and that I am fully aware and acknowledge that horse sports including the Games involve inherent dangerous risks of accident, loss, and serious bodily injury including but not limited to broken bones, head injuries, trauma, pain, suffering, social and economic loss, and/ or even death (“Harm”). I represent that I have the requisite training, coaching and abilities to safely compete in the Games and that I am in good health and proper physical condition for participation at the Games. I further agree and warrant that if, at any time, I believe the conditions to be unsafe, I will immediately discontinue further participation and report such unsafe conditions to officials. I AGREE to release the Fédération Equestre Internationale (“FEI”), the Normandy 2014 Organising Committee, as well as all of their officials, officers, directors, employees, agents, personnel, volunteers and affiliated organizations, sponsors, advertisers, owners and lessors of any premises as well as any and all event participants (“Released Parties”) from all claims for money damages or otherwise for any Harm to me or my horse and for any Harm caused by me or my horse to others, even if the Harm resulted, directly or indirectly, from the negligence of the Released Parties. I AGREE to expressly assume all risks of Harm to me or my horse, including Harm resulting from the conditions of the grounds on which the Games take place and the negligence of the Released Parties. There may be OTHER RISKS either not known to me or not readily foreseeable at this time; and I FULLY ACCEPT AND ASSUME ALL SUCH RISKS AND ALL RESPONSIBILITY FOR ANY LOSSES, COSTS, AND DAMAGES I incur as a result of such risks. I AGREE to indemnify (that is, to pay any losses, damages, or costs incurred by) the Released Parties and to hold them harmless with respect to claims for Harm to me or my horse, and for claims made by others for any Harm caused by me or my horse at the Games. I have read the FEI Rules about protective equipment and I understand that I am entitled to wear protective equipment without penalty, and I acknowledge that the Released Parties strongly encourage me to do so while WARNING that no protective equipment can guard against all injuries or Harm. I AGREE that if I am injured at the Games, the medical personnel treating my injuries may provide information on my injury and treatment to the Normandy 2014 OC on the official accident/injury report form. BY SIGNING BELOW, I CONFIRM THAT I HAVE READ THIS AGREEMENT, THAT I FULLY UNDERSTAND ITS TERMS AND CONTENTS, INCLUDING THE FACT THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT. I ALSO ACKNOWLEDGE THAT I AM SIGNING THIS DOCUMENT OF MY OWN FREE WILL AND WITHOUT ANY INDUCEMENT OR ASSURANCE OF ANY NATURE AND INTEND IT TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW AND AGREE THAT IF ANY PORTION OF THIS AGREEMENT IS HELD TO BE INVALID, THE BALANCE, NOTWITHSTANDING, SHALL CONTINUE IN FULL FORCE AND EFFECT. I ALSO AGREE TO BE BOUND BY ALL FEI AND OC APPLICABLE RULES, INCLUDING BUT NOT LIMITED TO, THE EQUINE ANTI-DOPING AND CONTROLLED MEDICATION REGULATIONS AND ANY AND ALL RULES APPLICABLE TO THE GAMES.

PARTICIPANT SIGNATURE PARENT/GUARDIAN SIGNATURE (IF MINOR)

Signature:
PrintName:
Participating As:
Date:

Signature:
PrintName:
Date:

APPENDIX 3 – ARRIVAL AND DEPARTURE OF HORSES

DISCIPLINE	OPENING OF STABLES	TIMES OF ARRIVALS		CLOSING OF STABLES
		On day 1	On following days	
Driving	D-2 Mon 01/09	06:00-21:00	08:00-21:00	D-1 Mon 08/09 18:00

APPENDIX 8 – STABLES SAFETY AND SECURITY

CLOSURE OF THE ALLTECH FEI WORLD EQUESTRIAN GAMES™ 2014 IN NORMANDY STABLES AT NIGHT

FEI Clean Sport measures require stricter control of the stables to maintain integrity and to protect the horses and persons responsible.

The stables at competition venues will be closed each night during the Games period.

Generally times of closure will be from 23:00 to 06:00 but this could vary depending on discipline and competition times and will be confirmed nearer the time of the Games. In compliance with the FEI Veterinary Regulations, accredited individuals will only be allowed to undertake FEI Steward supervised visits to their horses during that time. **Please take note that grooms will therefore not be permitted to sleep in the stable blocks overnight.**

A series of measures will be in place to contribute towards ensuring horse health, safety and security is maintained during this period of closure:

§ Grooms are all being accommodated a very short distance from the stables.

§ There are Veterinary Clinics with experienced night staff on each venue and additional expert Veterinary staff accommodated nearby who will be on call 24 hours per day/7 days per week.

§ Experienced teams of FEI Stewards will patrol the stable blocks during the closed hours.

§ Full details of all stable visits will be logged and once identified; visitors will be escorted by a FEI Steward during the entire period that they are present in the stables.

§ If any concerns arise, the relevant grooms and team vets will be immediately alerted.

§ CCTV cameras will be in operation in stable blocks throughout the night (Stade d'Ornano only), monitored by FEI stewards and the Equestrian Community Integrity Unit (ECIU).

§ Games security personnel will control the venue area and ECIU personnel will be on site throughout the Games period for additional support and to ensure the integrity of all FEI Competitions.

§ Horses with any veterinary issues during the night will be moved to the on-venue Veterinary Clinic for observation and closer supervision, with the groom, team vet and relevant NF personnel being made aware.

§ Appropriate fire precautions will be in place and evacuation procedures established and communicated to all concerned.

Although this policy is not aligned with the current article 451.1 of the FEI Dressage Rules, it establishes a consistent approach across all disciplines with the comprehensive measures detailed above being taken to ensure horse health, safety and security is monitored at all times.