

CHECKLIST FOR DRAFT SCHEDULE FEI World Cup™ DRIVING 2014



Please note that schedules will only be accepted when submitted in the provided format of the Official FEI Draft Schedule.

I. DENOMINATION OF THE EVENT

Event : CAI-W Place: Budapest Country : HUN
NF: HUN Dates : 29/11- 30/11 - 2014

Indoor: ☒

CAI-W (Qualifier) ☒

II. GENERAL CONDITIONS

This event is organised in accordance with:

- FEI Statutes, 23rd edition, effective 7th November 2013
- FEI General Regulations, 23rd edition, effective 1st January 2009, updates effective 1st January 2014
- FEI Veterinary Regulations, 13th edition, effective 1st January 2014
- **The FEI Rules for Combined Driving Events and its Annexes, 11th edition, 1st January 2014**
- **The FEI World Cup™ Driving Rules in effect for the season 2013/2014**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 1st Edition, effective 5th April 2010, updates effective 1st January 2014
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based on the 2009 revised Code, effective 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.

**THE APPENDIX IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE
DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**

Approved by the FEI, Lausanne, on 03.11.2014; updated 12.11.2014

Signature :

Bettina de Rham
Director Driving, Reining, Vaulting

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. Horses 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 the 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 areas of expertise.**

A full copy of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English & French. The Code is also available on the FEI's website: www.fei.org.

GENERAL INFORMATION

1. ORGANISER

Name: Lovas Show Kft.
Address: 1146 Budapest Abnyi u. 31.
Telephone: +36309953482 Fax:
Email: info@lovasvilagkupa.hu Website: www.lovasvilagkupa.hu

Contact Details Show Ground:

Address: H-1143 Budapest, Stefánia út 1-3. Telephone: +36302212864

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station). Papp László Budapest Sportaréna is located in Budapest. You can download the horses at the following address: Budapest, Ifjúság útja 1-3. GPS 47.502204, 19.103675

2. ORGANISING COMMITTEE

Honorary President:
President of the Event: Mr. Vilmos LÁZÁR
Show Secretary: Dorottya PATAKI-CSETE
Press Officer: Prof. Dr. Károly FEHÉR

3. EVENT DIRECTOR

Name: Ms Dorottya STROBL
Address: H-1146 Budapest, Istvánmezei út 1-3.
Telephone: +36 1 4606950 Fax: +36 1 4606951
Email: bphorseshow@gmail.com

4. Veterinary Services Manager Contact details: Dr. István BOROS

CHECKLIST FOR DRAFT SCHEDULE FEI World Cup™ DRIVING 2014



IV. OFFICIALS								
Ref.	Panel	Competition	Function	FEI ID	Name	NF	Level	Email/mobile *compulsory
1	Ground Jury ¹		Ground Jury President	10071345	Jaap BOOM✓	NED	3	
			Ground Jury Member	10049174	Jiri KUNAT✓	CZE	4	
			Ground Jury Member					
			Ground Jury Member					
3	Technical Delegate ³ (for the Final only)		Technical Delegate	10082055	Zoltán LADÁNYI-KOVÁCS✓	HUN	3	
4	Course Designer ⁴		Course Designer	10049530	Mr. Gábor FINTHA✓	HUN	4	*
5	Assistant Course Designer ⁵		Assistant Course Designer		István ZÁMBÓ✓	HUN		
6	Appeal Committee ⁶		Appeal Committee President	10053797	Mr. Károly FUGLI ✓	HUN		
			Appeal Committee Member	10070291	Melinda SCHLEZÁK✓	HUN	2	
			Appeal Committee Member	10049946	Eva PINTYE ✓	HUN	2	
7	Chief Steward ⁷		Chief Steward	10049532	Mr. Zoltán KISS✓	HUN	2	*
8	Assistant Stewards ⁸		Assistant Steward	10093420	Mr. Gábor BÁLINT✓	HUN	1	
			Assistant Steward	10076390	Ms. Zsófi PINTÉR✓	HUN	2	
			Assistant Steward	10039421	Mr. Gábor GASSER ✓	HUN	1	
			Assistant Steward					
9	FEI Veterinary Delegate ⁹		FEI Veterinary Delegate	10050295	Dr. Levente ZILVÁSSY✓	HUN		
	FEI Veterinary Delegate or Veterinary Commission ¹⁰		Veterinary Commission President					
			Assistant FEI Delegate					
			Assistant FEI Delegate					
10	VSM Veterinary Treating Official ¹¹		Veterinary Service Manager					*
			FEI Permitted Treating Veterinarian	10102854	Dr. István BOROS✓	HUN		*
11	Medical Doctor ¹²				OKTOMED			+36204441748

**CHECKLIST FOR DRAFT SCHEDULE
FEI World Cup™ DRIVING 2014**



1. FARRIER

Name:	Mr. Ferenc BOTKA
Telephone:	+36 20 9649471

III. SPECIFIC TECHNICAL CONDITIONS

1. TIMETABLE (to be provided per category/level if multiple events)

FEI World Cup	Competition 1	Competition 2	Drive-off
Please check the box			
FEI World Cup™ (Qualifier)	☒	☒	☒

	Date	Time
• Opening of stables:	28.11.2014	08.00
• 1 st Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	29.11.2014.	14.00
• Declaration of Starters:	29.11.2014.	15.00
• Draw	29.11.2014.	16.00
• FEI World Cup™ Competition 1	29.11.2014.	18.00
• FEI World Cup™ Competition 2	30.11.2014.	18.00

2. VENUE

The event will take place: ☒ indoors

3. MAIN ARENA

Length: 75 m

Width: 30 m

PRATICE ARENA

Length: 40 m

Width: 20 m

4. STABLES

Size of boxes 3 m x 3 m

(minimum 3m x 3m+10% 3m x 4m)

V. INVITATIONS

Number of home drivers RULES

Number of foreign drivers RULES

Number of horses/ponies per driver 5

Competitors are invited by the Organizing Committee through their NF

Two grooms per driver for Four-in-Hand

7. DRAW:

Explanation of the Draw with time, date and location:

at the Press Centre (The draw must be in the presence of the Athletes)

VI. ENTRIES

All Athletes & Horses participating in any International competition must be registered with the FEI.

Athletes wishing to compete in an International Event must be provided with a confirmation signed by their NF. (Athletes must be entered for International competitions by their NF). Organising Committees may not accept any other entries.

IMPORTANT - Entry forms must include the following information on:

Horse: • name • date of birth • breed • country of birth • stud-book initials
• (FEI) Passport number/FEI ID • colour • sex • name(s) of owner(s)

Athlete: • name • gender • date of birth • FEI ID number

CLOSING DATES FOR:

Entries in principle	27.10.2014
Nominated entries	03.11.2014
Additional Nominated entries	17.11.2014
Definite entries	
Entry fee per driver (if a global entry is not charged)	500 Euro
Stabling fee per horse/pony:	incl. entry 5 boxes

Substitution of horses/ponies:

After the definite entries have been made, substitutions of horses and/or competitors may only be made with the express permission of the OC. The substituted horse and/or competitor **must** be on the nominated entry list.

Refund Procedure:

Organising Committees may include the following in the schedule:

“NB: Withdrawals after the date of definite entries or no-shows will be held liable to reimburse the OC for the actual financial loss incurred by the OC (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.”

ADDITIONAL FEES/CHARGES BY OC:

Electricity:	20 €	
Manure disposal	35 €	
Forage	4 €	
Straw	3 €	
Shavings	8 €	
MCP Fee	☒ Chf 12.50	☐ NIL (included in entry fee)
Etc.		

VII. FACILITIES OFFERED**1. ATHLETES**

Hotel: Aréna

Accommodated (bed and breakfast) from 28.11.2014 to 01.12.2014 at OC ☒ Athletes
☐ expense

Meals: at the expense of OC ☒ Athletes ☐ from 28.11.2014 to 30.11.2014..
 (breakfast at the hotel, lunch and dinner tickets).

2. GROOMS

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of OC ☒ Athletes ☐ from 28.11.2014 to 01.12.2014.

Meals: at OC ☒ Athletes ☐ expense from 28.11.2014 to 30.11.2014 (breakfast at the hotel, lunch and dinner tickets).

3. HORSES/PONIES

Transport expense to be paid by the OC at 2 € per km.

Stabling arrangements, from 28.11.2014 to 01.12.2014. Cost to be paid by OC

4. LOCAL TRANSPORTATION ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

walking distance

5. WELCOME

The time and date of arrival of drivers and horses and their means of transport must be given to the OC in order to facilitate them upon arrival.

VIII. ADDITIONAL INFORMATION**1. ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES**

Advertising in Dressage and Cones Competition: The competitors are: authorised
 not authorised (please indicate) by the OC to display the logo of their personal sponsor on the carriage in accordance with the General Regulations and Art. 941.1.

Advertising in Marathon Competition : The competitors are: authorised
 not authorised (please indicate) by the OC to display the logo of their personal sponsor on the marathon carriage and on the back(s) of the groom(s) in accordance with the GR and Art. 941.2.

2. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

Leading athlete award –	(Prize description and value)
Best foreign athlete –	(Prize description and value)
Best home athlete –	(Prize description and value)
Team awards –	(Prize description and value)

PRIZE - CLASSIFICATION

3. PRIZE GIVING CEREMONY

After the competitions

4. INSURANCES

All owners and athletes are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out third-party insurance providing full coverage for participation in equestrian events at home and abroad, and to keep the policy up to date.

The FEI insures all FEI Officials, whose names are published in the FEI Officials lists, against third party liability including Judges, Course Designers, Technical Delegates, FEI Stewards, FEI Veterinary Delegates, Para Classifiers, Members of the Judges' Supervisory Panel and FEI Coaches (FEI MCP Veterinarians are covered under a different policy):

- **Who are acting for or on behalf of the FEI as stated in the approved schedule of the Event or who are acting in the scope and course of the FEI's Business as described in the final approved schedule; and**
- **Who have received the status of FEI Officials at FEI Events through a qualification process.**

The FEI will NOT insure:

- **National officials officiating at FEI Events; and/or**
- **FEI Officials, who have no official function at the Event.**

The insurance extended is for any liability that the FEI Official incurs to a third party, and for the costs of defending any such claim arising as a result of actions undertaken by the FEI Official in good faith (including errors and omissions) on behalf of the FEI. However, the insurance for obvious reasons does not extend to any liabilities incurred as a result of an FEI Official's dishonest, fraudulent, malicious, and/or illegal act.

Should an FEI Official become aware of an incident that he or she believes might result in a claim, that FEI Official should notify the FEI immediately and provide all of the facts known to the FEI Official. The FEI cannot guarantee the insurance coverage described above in circumstances where the FEI Official has good cause to believe that there might be a claim and does not provide such timely notice directly to the FEI.

5. ENTRY RIGHT TO SHOWGROUNDS

Four grooms per Driver, one partner per driver, one owner per horse indicated in the FEI passports. + Coaches and Officials

Art. 13.2 Accreditations: Each participating Athlete receives accreditations for himself and partner, four grooms and four owners.

6. TIMING DEVICE

Name of Manufacturer: TAG Heuer

Model: CP 540 FEI Report number: 220 100 28 A

7. PROTESTS/APPEALS

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent.

8. EVENT'S ORGANISATION

In exceptional circumstances, together with the approval of Chefs d'Equipe and Ground Jury the OC reserves the right to modify the schedule in order to clarify any matter or matters arising from an omission or due to unforeseen circumstances. Unforeseen circumstances do not include situations arising as a results of the OC altering the approved Schedule without FEI's authorisation. Any such changes must be notified to all competitors and officials as soon as possible and they must be reported to the FEI Secretary General by the Foreign Judge.

9. DISPUTES

In the event of any discussion concerning the interpretation of the schedule (in translated languages), the English version will be decisive.

10. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results to be sent in immediately after the conclusion of the event.

Results are to be sent by e-mail to Laetitia.Gillieron@fei.org in the proper Excel file immediately after the event. the file can be downloaded using the following link:

<http://www.fei.org/fei/your-role/organisers/driving/results-forms>

All results must include FEI Passport Registration number of horses and FEI ID numbers of Athletes.

Please note that as per Art. 109.6 (GR): OCs of International Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within five (5) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

X. VETERINARY MATTERS**VETERINARY REGULATIONS (VRs), 13th edition, effective 1 January 2014****1. CUSTOMS FORMALITIES**

Name : Baksa Vámiroda Bt

Address: 1107 Budapest, Száva u. 9.

Telephone: +36 30 6494456 Fax:

Email: baksavam@externet.hu

2. HEALTH REQUIREMENTS**GENERAL**

In accordance with the FEI Code of Conduct it is imperative that all Horses at FEI Events are physically fit and free from infectious disease before being allowed to compete.

ENTRY OF HORSES

**Directive 2009/156/EC,
ANNEX II: Health Attestation,**

3. NATIONAL REQUIREMENTS

Negativ Coggins test within one year

4. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in vehicles suitable for the transport of horses. Any government requirements for disease testing and control must be requested well in advance, and the Horse be in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have a responsibility to be in compliance of national legislation in both the country of origin, return, and the host nation of the Event; where necessary Athletes must contact local government authorities or veterinary advisors for information regarding animal health requirements and transport legislation. Within the European Union (EU), this includes EU Council Regulation (EC) No 1/2005 concerning the protection of animals during transport within the Member States of the EU.

5. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**PASSPORTS****General Regulations Article 137**

For all Horses FEI Passports/FEI Recognition Cards issues, please address to your National Federation

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards - for those Horses with a national passport approved by the FEI, are compulsory for FEI Events, with the exception of CNs and CIMs as outlined below.

Event's Category	FEI Passport/Recognition Card
National Events	Not compulsory
Category 1*/2*	Not compulsory for Horses from the host nation – Compulsory for Horses from the invited Nations
Category 3*/4*	Compulsory
All Championships/Games	Compulsory

Athletes whose Horse's Passport and/or Recognition Card is not correctly validated, or failing to meet other passport requirements including for vaccination and Equine Anti-Doping and Controlled Medication control (Veterinary Regulations Article 1030) will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations** and may not be allowed to compete.

Athletes will be required to write their name and counter sign next to any passport irregularity entry noted, as an acknowledgement, prior to receiving the passport and leaving the show ground. Following a warning being issued for such an irregularity the Athlete will have 30 days to correct this, failure to correct such irregularities within 30 days will result in a sanction being imposed.

Note for Horses permanently resident in a Member State of the European Union, all Horses must have a national EU passport in compliance with EU Regulations, to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

VACCINATIONS - EQUINE INFLUENZA **2014 Veterinary Regulations Article 1028**

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
Primary Course	1 st Vaccination: day 0 (e.g. 1 January) 2 nd Vaccination: day 21-92 (e.g. 1 February)	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course (e.g. 1 August)	May compete for 6 months +21 days after the 2 nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination (e.g. may enter venue after 7 August)
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: must be competing in the 6 months +21 days of the previous booster vaccination	Must have been vaccinated with the 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

Exceptions to the requirement for FEI equine influenza vaccinations currently exist only for those Horses competing at CNs or CIMs where there are no national requirements for influenza vaccination in both the Event host country and the Horse's country of origin (General Regulations Article 137).

EXAMINATION ON ARRIVAL
2014 Veterinary Regulations Article 1032

On arrival at an Event 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 not deemed fit not to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

LIMB SENSITIVITY EXAMINATION
2014 Veterinary Regulations Article 1034

Horses are not eligible to compete when a limb, or part of a limb, is hyposensitive or hypersensitive (both of which shall constitute "abnormal limb sensitivity"). Hypersensitive limbs have an excessive or abnormal reaction to palpation. Hyposensitive limbs include any alteration in sensitivity induced by a neurectomy or chemical desensitisation for as long as the alteration in sensitivity persists.

All Horses are subject to Examination under the Protocol for abnormal limb sensitivity throughout the Period of an Event, including, but not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event.

Horses may be selected for Examination under the Protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the Examination or are subject to immediate Disqualification. There is no obligation to examine any specific number of Horses at an Event.

6. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION
2014 Veterinary Regulations, Chapter VI**EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME**
(EADCMP)

Within FEI Groups I & II, the Organising Committee should charge competitors the equivalent of CHF 12.50 towards the cost of the EADCMP, which is affected by the FEI Veterinary Department.

SAMPLING

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures (2013 Veterinary Regulations Article 1057 and 1058).

CLEAN SPORT INFORMATION

The current FEI Equine Prohibited Substances List of Banned Substances and Controlled Medications (the EPSL) is available on the FEI Clean Sport website: www.FEICleanSport.org

as a PDF document, database or smart phone app. Detection times are also provided for a limited number of Controlled Medication substances where available.

Elective Testing may be carried out, by Competitors for their Horses, prior to an Event to check for the presence of prohibited substances (please refer to www.FEI.org/veterinary for information and details). **(Art. 1956)**

FEI LABORATORY FOR SAMPLE ANALYSIS**GROUPS I & II ONLY – FEI CENTRAL LABORATORY**

Under Veterinary Regulations Chapter VI, Article 1057 all samples collected in Groups I and II, must be analysed by the FEI Central Laboratory, currently Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Biosearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW.

Samples collected outside of FEI Groups 1 and 2 may be analysed at an alternative FEI Approved Laboratory. Addresses and contact details can be found at [http://www.fei.org/sites/default/files/file/VETERINARY/Doping and Controlled Medication/list%20of%20labs%20%2711.pdf](http://www.fei.org/sites/default/files/file/VETERINARY/Doping_and_Controlled_Medication/list%20of%20labs%20%2711.pdf)

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1064). The list of approved Laboratories and further information is available on the FEI website.

Name:

Horseracing Forensic Laboratories (HFL) Sport & Science

Att.: Dr Steve Maynard
Quotient Biosearch Limited

Address:

Newmarket Road
Fordham
Cambridgeshire CB7 5WW
United Kingdom

Telephone: +44-1638 724 406 Fax: +44-1638 724 407

Email: SMaynard@hfl.co.uk

FURTHER QUERIES ON THIS INFORMATION NOTE

If you have any further questions please check: www.fei.org/Veterinary

Please feel free to contact Inka.Sayed@fei.org or veterinary@fei.org for further information. Tel +41 21 544 10 44 or +41 21 310 47 39

7. PONIES**2014 Veterinary Regulations, Chapter IV**

For all Pony Events, Ponies must be available for Pony Measurement prior to the Horse Inspection and throughout the event be subject to the requirements of the 2014 Veterinary Regulations, Chapter IV.

8. INJURY SURVEILLANCE**2014 Veterinary Regulations Article 1036**

Horses participating in FEI Events are subject to injury surveillance protocols; such information is essential to ensure that (i) the Horse's welfare remains paramount at all times and (ii) sound scientific reasoning is applied to the safety of all Horses and Athletes participating at Events.

XI. HUMAN ANTI-DOPING

At a minimum, and pursuant to the ADRHAs, Organisers must provide the following at Events where human anti-doping testing is scheduled to take place at least 2 months prior to the Event:

1. One (1) staff member able to act as point of contact and coordinator for the *Doping Control Officers (DCOs)* with the contact name and details of this staff member to be communicated to the *FEI* at least two (2) weeks prior to the starting date of the *Event*.
2. Human anti-doping facilities reasonably separated from public activity, consisting of:
 - one (1) private room exclusively dedicated for use by the *DCOs* with one (1) table, two (2) chairs, pens and paper and one (1) lockable fridge; and
 - a waiting room/area with a suitable number of chairs as well as an appropriate amount of individually sealed, non-caffeinated and non alcoholic beverages, which includes a mix of natural mineral water and soft drinks ; and
 - one (1) private and clean bathroom/toilet, adjacent or as near as possible to the *DCO* room and waiting area.
3. Staff members (or volunteers) of both genders, able to act as *Chaperones*. The number of *Chaperones* available to the *OC* must be communicated to the *FEI* as early as possible following receipt by the *OC* of the *Testing* plan for the *Event*. Please see the qualifications for *Chaperones* in the ADRHAs.

COMPETITIONS**PRIZE MONEY****IMPORTANT**

The value of the 1st prize must not exceed 1/3 of the total prize money distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes. The total amount of prize money shown for each Competition in the schedule must be distributed. (GR Art 127, 128)

DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS

Full details of any deductions from prize money should be outlined in the schedule. This includes government taxes. If it is necessary for OCs to deduct such taxes, they should provide participants with an official form indicating the amount of tax deducted upon application.

The tax form should be provided to the athletes upon arrival and returned to the OC prior to departing.

	EUR	CHF
TOTAL PRIZE MONEY	27200	
FEI World Cup™ Competition 1	6800	
Breakdown of prize money:		
1st 2000	3rd 1100	5th 700
2nd 1300	4th 900	6th 500
If 7th 300		
FEI World Cup™ Competition 2	20400	
Breakdown of prize money:		
1st 5500	3rd 3000	5th 2250
2nd 4000	4th 2750	6th 2000
If 7th 900		

Preliminary timetable:

FIRST DAY :**DATE : 29. 11. 2014****TIME : 18.00**

1. COMPETITION 1 – FEI World Cup™ Driving**Time Obstacle Competition (1 round)****Opening Competition World Cup**

Table: A acc. to Art. 971.2

Equipment: acc. to Art. 940.1.3 (marathon harness)

Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2013/2014)

**FEI World Cup™** (Qualifier): two rounds

Starting order: draw, in presence of Athletes

SECOND DAY :**DATE : 30.11.2014****TIME : 18.00**

1. COMPETITION 2 - FEI World Cup™ Driving

Table: A acc. to Art. 971.2
Equipment: acc. to Art. 940.1.3 (marathon harness)
Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2013/2014)

- ☒ **FEI World Cup™** (Qualifier):
- Starting order: ☒ 1st round according to the reverse order of standings after Competition 1.
- ☒ Drive Off in reverse order of standings (acc. to Art. 970 and WC 4.17) after the first round for qualified drivers.
