

**CHECKLIST FOR APPROVED SCHEDULE  
FEI World Cup™ DRIVING 2016**



**I. DENOMINATION OF THE EVENT**

**Venue :** Geneva - Switzerland  
**Dates :** 8<sup>th</sup>-11<sup>th</sup> December 2016 **NF:** SUI  
**Indoor:**   
**CAI-W (Qualifier)**

**II. GENERAL CONDITIONS**

- FEI Statutes, 23<sup>rd</sup> edition, effective 29 April 2014
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2016
- FEI Veterinary Regulations, 13<sup>th</sup> edition 2014, effective 1<sup>st</sup> January 2016
- **The FEI Rules for Driving Events and its Annexes, 11<sup>th</sup> edition, updates effective 1<sup>st</sup> January 2016**
- **The FEI World Cup™ Driving Rules in effect for the season 2015/2016**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2016
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon 2015 WADA Code, effective 1<sup>st</sup> January 2015
- All subsequent published revisions, the provisions of which will take precedence.

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Approved by the FEI, Lausanne, on 18.10.2016

Signature :

Manuel Bandeira de Mello  
FEI Director Endurance & Driving

### **III. 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. The Code is also available on the FEI's website: [www.fei.org](http://www.fei.org).

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# CHECKLIST FOR APPROVED SCHEDULE

## FEI World Cup™ DRIVING 2016

### IV. GENERAL INFORMATION

#### 1. ORGANISER

Name: Concours Hippique International de Genève / CHI Geneva  
Address: Place Edouard-Claparède 7  
CH-1205 Genève  
Telephone: +41 22 738 18 00  
Fax: +41 22 738 18 58  
Email: [info@chi-geneve.ch](mailto:info@chi-geneve.ch)  
Website: [www.chi-geneve.ch](http://www.chi-geneve.ch)

#### Contact Details Show Ground:

Address: Palexpo  
CHI Geneva  
Route François-Peyrot 30  
CH – 1218 Grand-Saconnex  
Telephone: +41 22 738 18 00  
GPS Coordinates: Latitude 46.2366903 / Longitude 6.118672899999979

#### Accessibility details

#### **By road (for grooms & lorries):**

**Coming from Basel/Lausanne:** Highway A1 towards Geneva.

Stay on the right lane and follow: France, Genève-la Praille, Aéroport, Palexpo.

Take exit 7: Grand-Saconnex, Ferney, Palexpo-Arena, Fret-Cargo.

Take the right lane and follow: Fret-Cargo, not Palexpo.

Turn left 50 meters before the traffic lights towards: France, Aéroport, Fret-Cargo.

Then immediately turn right and follow: P-49, Fret-Cargo, and CHI along the runway.  
Shortly after P-49, drive up the ramp on your left hand side.

Entrance for international lorries with horses is at door: 620

**Coming from France:** Highway A1 towards Lausanne.

Do not take exit Palexpo! Follow Fret-Cargo. After passing under Palexpo, take exit 7: Grand-Saconnex, Ferney, Fret-Cargo.

Take the left lane on the round-about towards 'Ferney'.

Turn left at the traffic lights towards: France, Aéroport, Fret-Cargo.

Then immediately turn right and follow: P-49, Fret-Cargo, and CHI along the runway.  
Shortly after P-49, drive up the ramp on your left hand side.

Entrance for international lorries with horses is at door: 620

#### **Nearest airport:**

Geneva Cointrin (walking distance 15 minutes, or Starling Hotel shuttle)

#### **Nearest train station:**

Geneva airport (walking distance 15 minutes)

## 2. ORGANISING COMMITTEE

Sophie MOTTU MOREL	General Director
Alban POUDRET	Sports Director
Michel SORG	Assistant Director
Clara DE COULON SORG	Show Secretariat & VIP Project Manager
Marie DE KEUKELAERE	Show Secretariat & Logistics project manager
Corinne DRUEY	Press Officer
Pierre-Alain GLATT	Veterinarian & Driving
Philippe GUERDAT	Welcome/contact for riders
Carol MAUS	Accreditation
Catherine TIZON	Riders' and Drivers' Secretariat

Joël AESCHLIMANN	Rolex
Diane de BAVIER	Legal counsel & Prizes
Elodie BERTSCHY	Intern
Anne-Claire BOVAT	Exhibitors' village
Mathilde COMBEAUD	Intern
Christophe DELLER	Breeding
Pascal DETHIOLLAZ	Stables security & Road traffic
Thierry EISSLER	Arena & Obstacles
Cathy FANKHAUSER	Dressage
Patrick FAVRE	Communication
Jean-Claude JACQUET	Arena & Paddock construction
Alain JUNGER	Sustainable development
Egon KISS-BORLASE	Accounting
Ralph KRIEGER	Hospitality & Sponsoring
Emmanuelle LATHION	Attractions
Christine LUCAIN	Road Book & Riders' secretariat
Christian MATHYS	Exhibitors' village construction
Anne-Laure PELLANDA	Decoration
Julien PRADERVAND	Equestrian backstage
Yvonne ROCHAT	Hospitality & Sponsoring
Eric SAUVAIN	General construction
Anastasia SCHERZ	Stable management
Joel SOUILAH	Security
Dagmar TSCHOPP	Ticketing
Gérard TURRETTINI	President ACHIG
Yanis VARETZ	Sporting finances

## 3. EVENT DIRECTOR

Name:	Sophie MOTTU MOREL
Address:	Concours Hippique International de Genève Place Edouard-Claparède 7 CH – 1205 Genève
Telephone:	+41 22 738 18 00
Fax:	+41 22 738 18 58
Email:	smottu@chi-geneve.ch



**CHECKLIST FOR APPROVED SCHEDULE**  
**FEI World Cup™ DRIVING 2016**  
**V. OFFICIALS**

Event ID: 2016\_CI\_0088

Ref	Panel	Function	FEI ID	Name	NF	Level	Email/mobile
1	Ground Jury <sup>1</sup>	Ground Jury President	10050094	Hanspeter Rüsclin	SUI	4	
		Ground Jury Member	10000361	Daniel Würzler	SUI	2	
		Ground Jury Member	10050307	Johan Jacobs			
3	Technical Delegate <sup>3</sup>	Technical Delegate	10050094	Hanspeter Rüsclin	SUI	4	
5	Course Designer <sup>5</sup>	Course Designer	10050307	Johan Jacobs	NED	4	info@coursedesign.nl
6	Assistant Course Designer <sup>6</sup>	Assistant Course Designer		Armin Becher	GER		
7	Appeal Committee <sup>7</sup>	Appeal Committee President	10049820	Xavier Noël	FRA	3	
		Appeal Committee Member		Max E. Ammann	SUI		
8	Chief Steward <sup>8</sup>	Chief Steward	10052484	Jean-Claude Borgeaud	SUI	2	frohberg@sunrise.ch
9	Assistant Stewards <sup>9</sup>	Assistant Steward	10052508	Pierre Gavillet	SUI	1	
		Assistant Steward	10031016	Neylan Etiman	TUR	3	
		Assistant Steward	10120569	Marena Liuzzi	ITA	1	
		Assistant Steward	10052189	Michel Tecon	SUI	1	
		Assistant Steward	10051863	Catherine Batard	SUI	1	
		Assistant Steward	10050298	Thomas Haessler	SUI	2	
		Assistant Steward	10093192	Dominique Stäheli	SUI	1	
10	FEI Veterinary Delegate <sup>10</sup>	FEI Veterinary Delegate	10048869	Dr Pierre-Alain Glatt	SUI		+41 79 413 33 51
11	Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010) <sup>11</sup>	Veterinary Service Manager	10088131	Dr Saskia Muskens	SUI		+41 79 346 31 17
		FEI Permitted Treating Veterinarian	10086705	Dr Alain Kuffer <i>Veterinary Service provided during competitions or immediately after is free of charge. Necessary Drugs and Material must be paid.</i>	SUI		+41 79 203 49 38
12	Medical Doctor <sup>12</sup>			Secours Medic Event Bernard Chabloz <i>During the event, the Medical Service provides service free of charge.</i>			+41 78 676 56 40
13	Farrier <sup>13</sup>			Cyrrill Zuber <i>Outside competition hours, the competitors requesting such a service must pay shoeing immediately and directly.</i>			+41 79 378 05 48

# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

## VI. TECHNICAL CONDITIONS

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

	Day	Date	Time
• Opening of stables	Friday	9.12.2016	12:30
• 1 <sup>st</sup> 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>	Friday	9.12.2016	20:00-21:00
• Horse Re-inspection	Saturday	10.12.2016	7:30
• Declaration of Starters	TBC	TBC	TBC
• FEI World Cup™ Competition 13	Saturday	10.12.2016	11:00
• FEI World Cup™ Competition 20	Sunday	11.12.2016	11:15

### Exercise for horses

	Practice arena	Attraction arena
<b>Friday</b>		16:00-17:45
<b>Saturday</b>	10:00-11:45*	9:45-11:30*
<b>Sunday</b>	10:25-12:50*	10:15-12:05*

\*Warm-up for competitions sometimes at the same time

Lunging is only authorised on the attraction arena. Max 2 horses are authorised to be lunged together on the arena.

### 2. COMPETITION ARENA

Length: 95 m

Width: 56 m

### 3. PRACTICE ARENA

Length: 60 m

Width: 33 m

The attraction arena (40x26m) can also be used by drivers when available.

### 4. STABLES

Size of boxes 3 m x 3 m

(minimum 3m x 3m+20% 3m x 4m)

### 5. TIMING DEVICE

Sports Co Sports Computer Graphic Timing Devices

Nijlandseweg 9, NL-9304 TR Lieveren

Tel: +31 (0)50 501 33 31

Fax: +31 (0)50 501 98 85

- Timer: Alge Timing, FEI report N°. 22020008A, model: Timy PXE with integrated printer;
- Photocells: Alge, FEI report N°. 22020010B.RSL1n;
- Wireless transmitters: Alge, FEI report N°. 22020013C, model TED/TX10 - RX10

## 6. SCORING/TIMING PROVIDER

Name of the Company: Sport Computer Graphics  
Name contact person: Arend Tolner  
Contact email: arend@scgvisual.com

The FEI may require to be provided with real time results data feed of your events according to FEI requirements; in this case you and your provider will be informed accordingly.

## 7. PRIZE GIVING CEREMONY

The owner(s) of the winning horse(s)/pony(ies) is/are invited to the prize giving ceremony:  
Yes  No

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 3 for competition Nr13 and all drivers for competition Nr20.

## 8. ADVERTISING ON ATHLETES AND HORSES (Art. DR 941)

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.

The Chief Steward will check that the advertising on athletes and horses complies with these Articles.

## 9. TICKETING

Are you selling ticket for spectator to attend your event: Yes  No   
Name of your ticketing provider: Starticket & Fnac  
Web address to buy ticket: starticket.ch & fnac.ch

## 10. BETTING

Betting will be authorised by the Organiser: Yes  No

## VII. INVITATIONS

### 1. GENERAL

Number of qualified drivers	<b>5</b>
Number of Wild Cards that may be allocated	<b>Max. 3</b>
Number of horses per driver	<b>5</b>

### **Competitors are invited by the Organizing Committee through their NF**

Two grooms per driver for Four-in-Hand



Open to 5 drivers of the Top Ten Drivers 2016 and max. three Wild Cards. Wild Cards may be allocated upon request from the Organising Committee in conjunction with the FEI.

Any Driver who competes in a FEI World Cup™ as a Wild Card entry cannot earn FEI World Cup™ points from his result from that event.

Competitors are invited by the Organizing Committee through their NF

## 2. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

### Entry right to the stable area according to FEI Veterinary Regulations

NUMBER OF ACCREDITED PERSONS:

Athlete: One (1)

Partner: One (1)

Groom: Four (4) (2 competing on carriage and 2 additional)

Horse Owner: Two (2) accreditations per horse acc. to FEI-Passport

Only people accredited by the OC have the right of entry to the CHI Geneva.

Private veterinaries (other than the veterinarian of the CHI Geneva) or any other person providing therapeutic or prophylactic care of any nature are asked to submit their request to the Veterinary Commission. Furthermore, they must then report to the official FEI Veterinary Delegate, upon arrival at the show grounds before they will be accredited and allowed to enter the restricted area. No veterinarian or other person providing therapeutic or prophylactic care of any nature, is permitted to treat horses without having specifically requested authorization from the Veterinary Commission.

The OC reserves the right to withdraw, confiscate or otherwise any passes whether issued with entry or purchased, without refund, immediately in the event that they are either cut, removed, in any way damaged or misused. Passes are non-transferable once issued.

## VIII. ENTRIES

### IMPORTANT

- You must use the FEI Entry System for all categories of this event (<https://entry.fei.org>)
- You will find additional documentation on: <http://www.fei.org/fei/your-role/nfs/entry-system-driving>
- All Athletes and Horses participating in any International competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

The international horses are stabled in boxes at "Palexpo" in a hall adjoining the show arena which will be strictly controlled and to which access will be restricted in accordance with the security Veterinary Regulations (Art. 1005). Wood shavings and hay will be sold at a cost price. Straw will be provided free of charge for those who wish it.

Any extra horse must be announced well in advance and a fee of CHF 75.- per horse/per day will be charged.

**LOGISTICAL ENTRIES**

Contact **mdekeukelaere@chi-geneve.ch** for companions such as grooms or horse owners who wish to access the venue or for any other questions regarding accreditations.

Any requests for hotel reservations have to be specified with the room type (single/double) and the date of arrival and departure must be sent to:  
**mdekeukelaere@chi-geneve.ch**.

All rooms booked but not used will be billed to the rider following the usual hotel rate.

The OC will not accept any other entries or incomplete entries.

**1. ENTRY DATES AND FEES**

**Deadlines for Entries**

Definite entries:	Monday 21st November 2016
Last date for substitutions: (one hour prior the Horse Inspection) <i>Entries have to be in accordance with article 946.1.1 of the Driving rules and 116 of the General regulations</i>	Wednesday 9th December 2016 19:00

**IMPORTANT:** Please note that all accepted entries will be publicly available on the FEI Website 5 days before the beginning of the Event.

Entry fee per driver:	540 CHF
Stabling fee per horse/pony:	Free
Details entry procedure fee / Payment:	Entry made on the FEI Entry System. Payment at the Finances Sportives office at the same time as prize money.

**All aforementioned amounts are including VAT**

VAT number of the Organiser	CHE-101.517.192 TVA
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## 2. NO-SHOWS/LATE WITHDRAWALS:

**NB:** In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF 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.

Amount charged: CHF 350.-.  
All rooms booked but not used will be billed to the rider following the usual hotel rate.

## 3. ADDITIONAL FEES/CHARGES BY ORGANISING COMMITTEE:

All additional fees must be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only fees approved by the FEI and listed in the approved schedule can be charged by the OC.

EADCMP Fee (please refer to section XI.8.1 of the schedule):

Included in entry fee  Not included in entry fee

Electricity (upon request):	CHF 100.-
Manure disposal:	CHF 45.- per horse
Hay:	CHF 15.-
Straw:	Free of Charge
Shavings:	CHF 16.-
Adaptor:	CHF 12.-
Health certificate:	CHF 30.- per horse (n/a for swiss drivers)
Extra box:	CHF 75.- per day
EADCMP Fee	CHF 25 per horse

In regards to fees concerning Water, they will no longer be charged. However, please do not drain off sanitary disposals within the grounds of Palexpo unless directly hooked up to a sanitary disposal. Used water may not be evacuated from the trucks and should be stored in the water recovery tank until appropriate disposal is available.

**Entry fees and other fees** will be settled at the same time as prize money at the Sporting Finances office ("Finances Sportives").

### All aforementioned amounts are including VAT

#### Minimum Age Limitation for Athletes and Grooms – Article 912:

Senior Classes	Athlete Minimum Age
Horses Four-in-Hand	18 years
Grooms	Minimum Age
All Classes	Athletes of 18 years and above must be accompanied by a groom(s) of 14 years or older.

#### Minimum Age Limitation for Horses – Article 929:

Horses	Minimum Age
CAI2* and above	6 years old or over

## IX. FACILITIES OFFERED

### 1. ATHLETES

#### **Accommodation**

Hotel: Starling Geneva Hotel

Address: 34, Route François-Peyrot, CH-1218 Le Grand-Saconnex (Geneva)

Telephone: +41 22 747 02 63

At the expense of: The Organiser

Accommodated (bed and breakfast) from 9<sup>th</sup> to 11<sup>th</sup> December 2016

#### **Two double rooms per team for World Cup drivers**

#### **One double room per team for Wild Cards drivers**

Drivers must pay their own extras (bar, tel, meal at the hotel)

In case drivers arrive before Friday 9<sup>th</sup> of December or leave on Monday 12<sup>th</sup> of December, the OC will organise a hotel room but at the drivers own expense (from 8<sup>th</sup> to 9<sup>th</sup> of December and/or 11<sup>th</sup> to 12<sup>th</sup> of December). Please specify your request to [mdekekeulaere@chi-geneve.ch](mailto:mdekekeulaere@chi-geneve.ch).

Accompanying parties may book their hotel by contacting: [mdekeukelaere@chi.geneve.ch](mailto:mdekeukelaere@chi.geneve.ch) or calling Marie De Keukelaere on +41 22 738 18 00.

All rooms booked but not used will be billed to the rider following the usual hotel rate.

#### **Meals**

At the expense of: The Organiser

Meals provided from 9<sup>th</sup> to 11<sup>th</sup> December 2016 at the Riders' Corner (Stable Restaurant open on Wednesday evening December 7<sup>th</sup> 2016).

### 2. GROOMS

#### **Accommodation**

Requests for accommodation must be sent with entries to [mdekeukelaere@chi-geneve.ch](mailto:mdekeukelaere@chi-geneve.ch).

Accommodation will be at the cost of: Athletes from 9<sup>th</sup> to 11<sup>th</sup> December 2016.

#### **Meals**

At the expense of: The Organiser

Meals provided from 9<sup>th</sup> to 11<sup>th</sup> December 2016 at the Stable Restaurant.

The driving grooms (grooms who are not competing in the carriage), will receive a compensation of CHF 40.- per day, from Wednesday 7<sup>th</sup> to Sunday 11<sup>th</sup> December 2016 (five days).

The OC provides sufficient sanitary and showering facilities on site, with hot and cold water for male and female grooms.

### 3. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:

The Organiser at CHF 3.- per km, per team, "one way only" (max. CHF 3'000.-).

The Committee shall not bear any additional costs resulting from a dispatch, which does not conform to these instructions.

#### 4. WELCOME

The time and date of arrival of athletes, horses and their means of transport must be given to the Organiser in order to facilitate their arrival.

##### **Athletes**

**Please contact** : Marie DE KEUKELAERE

Email: [mdekeukelaere@chi-geneve.ch](mailto:mdekeukelaere@chi-geneve.ch)

Tel: +41 22 738 18 00

##### **Horses**

**Please contact** : Anastasia SCHERZ (stables)

Email: [ascherz@chi-geneve.ch](mailto:ascherz@chi-geneve.ch)

Tel: +41 79 386 07 00

Horses may not arrive earlier than Monday 5<sup>th</sup> of December at 16:00 and must depart no later than Monday 12<sup>th</sup> of December at 7:00 unless otherwise agreed upon with OC.

#### 5. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

The official Hotel of the CHI Geneva, the Starling Hotel Geneva, is located at walking distance (50 meters) from the showground. A free courtesy car service is at disposal in the CHI official village (General Secretariat).

## **X. COMPETITIONS**

**International Competitions must not start before 8:00 and should not finish after 23:00 unless otherwise approved by the FEI.**

### **1. PRIZE MONEY**

(if 7 drivers take part in the competition, the chart of the FEI World Cup™ Driving will be used. Art. 11.2/11.3 of the FEI World Cup™ Driving Rules)

**TOTAL PRIZE MONEY** CHF 41'000.-

**FEI World Cup™ Competition 13**  
**Prix Brasserie Egger** CHF 10'100.-

#### **Breakdown:**

<b>1<sup>st</sup> 3'000.-</b>	<b>2<sup>nd</sup> 1'900.-</b>	<b>3<sup>rd</sup> 1'600.-</b>
<b>4<sup>th</sup> 1'200.-</b>	<b>5<sup>th</sup> 1'000.-</b>	<b>6<sup>th</sup> 700.-</b>
<b>7<sup>th</sup> 450.-</b>	<b>8<sup>th</sup> 250.-</b>	

**FEI World Cup™ Competition 20**  
**FEI World Cup™ Driving presented by RTS** CHF 30'900.-

#### **Breakdown:**

<b>1<sup>st</sup> 8'000.-</b>	<b>2<sup>nd</sup> 6'000.-</b>	<b>3<sup>rd</sup> 4'500.-</b>
<b>4<sup>th</sup> 3'600.-</b>	<b>5<sup>th</sup> 3'000.-</b>	<b>6<sup>th</sup> 2'500.-</b>
<b>7<sup>th</sup> 2'000.-</b>	<b>8<sup>th</sup> 1'300.-</b>	

### **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.**

#### **IMPORTANT INFORMATION**

The distribution of the sum allotted to each class shall be fixed according to the importance of the class and the number of competitors in such a way as to reward at least one out of five competitors. If several horses are equally placed, the cash prizes due to them shall be added together. The sum of this total shall be distributed in equal parts to the horses equally placed.

Payment of the drivers winnings (competition N°13&20) will be made by the Treasurer, 'Finances Sportives', 30 minutes after the end of class N°20.

All payments (cash prizes, registration, travelling expenses, deposits, etc) will be made in Swiss francs (CHF). All drivers are kindly asked to provide their bank details to the "Finances Sportives".

## **DEDUCTIONS:**

### **I. TAX AT SOURCE**

We inform you that in a letter dated March 28th 1996, the Canton of Geneva stated its intention to apply the Federal Law regarding direct taxation and the Law of taxation at source. These legal provisions concern **all competitors in the CHI who do not have a Swiss residence permit**. This means that on net winnings, after deduction of living expenses indicated on the final statement of account at the end of the competition, **a tax rate of 0 to 25% will be applied**, according to the total balance. Our Sports Financial Service (Finances Sportives) can provide additional information on this matter. An official declaration detailing the fiscal deduction will be given to each competitor concerned, together with his/her final statement. It will facilitate the recovery of this tax in his/her country of residence.

### **DETAILS**

According to the relevant Swiss tax regulations the Organizing Committee has to charge the tax rates listed below from the income (prize money+refunding of any kind of expenses – acquisition costs or 20% as acquisition costs ) of each rider.

The daily average income for individual drivers is calculated from the total income during the event, divided by 5 (days).

The tax rates are as follows:

Daily average income of the rider applicable rate

- 10.00% below CHF 200.00
- 12.00% between CHF 201.00 and 500.00
- 15.00% between CHF 501.00 and 1'000.00
- 20.00% between CHF 1'001.00 and 3'000.00
- 25.00% above CHF 3'000.00

### **II. SOCIAL INSURANCE**

The activity of drivers is considered as an independent activity by the Federal Insurance Office. As a consequence all earnings must be included and declared by all competitors in their independent revenue both in Switzerland and abroad.

#### **A. SWISS COMPETITORS**

All Athletes living in Switzerland, are requested to hand in a proof of their affiliation as an independent to an official compensation office of the OASI (Old Age and Survivors Insurance-AVS/AHV), or prove that they are employed by a company.

In case you do not provide this document, the earnings of "Prize Money" exceeding the amount of CHF 2'300.- will be subject to contribution of the OASI (AVS/AHV).

The CHI cannot bear the cost of the employers part and the applicable rate will be 15.182% (example: if the prize money is CHF 10'000.-, an amount of CHF 1'518.20 will be deducted and a net amount of CHF 8'481.80 will be paid out to the competitor).

#### **B. FOREIGN ATHLETES**

**For drivers coming from a country which is part of the European Union (EU) or a country from the European Free Trade Association (EFTA), we kindly ask you to hand in the E 101 formula, which proves that you are subject to a social security system as an independent in your country.**

In a case where documents are not handed in as required, we remind you that the possible earnings of "Prize Money" must be considered as an income of an independent activity and that it is your responsibility to declare this as such in your country.

We draw your attention to the fact that the Swiss OASI could perform controls in your country.

#### **C. OTHER FOREIGN ATHLETES**

We remind you that the possible earnings of "Prize Money" must be considered as an income of an independent activity and that it is your responsibility to declare this as such in your country.

**IMPORTANT**

**The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations articles 127, 128)**

**2. PRELIMINARY TIMETABLE:**

**FIRST DAY : SATURDAY**

**DATE : 10.11.16  
TIME : 11:00**

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**COMPETITION 1 – FEI World Cup™ Driving - Prix Brasserie Egger**

**Time Obstacle Competition (1 round)  
Opening Competition World Cup**

Competition 1: acc. to Art. 971.2  
Equipment: acc. to Art. 940.1.3 (marathon harness)  
Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2016/2017)

**Qualifier/Leg**

Starting order: draw, in presence of Athletes  
Athletes with a Wild Card are required to start first in order

Format:  Competition in one round

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**SECOND DAY : SUNDAY**

**DATE : 11.12.16  
TIME : 11:15**

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**COMPETITION 2 - FEI World Cup™ Driving presented by RTS**

Competition 2: acc. to Art. 971.2  
Equipment: acc. to Art. 940.1.3 (marathon harness)  
Obstacles: see Art. 4 (FEI World Cup™ Driving Rules – season 2016/2017)

**Qualifier/Leg**

Round 1: 1st round according to the reverse order of standings after Competition 1.  
Drive Off: Drive Off open to the top three Athletes after the Round 1.

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# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016 XI. VETERINARY MATTERS

## Admission:

**Friday, December 9, 2016 as from 12:30.** (only in exceptional cases shall a horse be admitted before then, and this must be pre-arranged)

**Horse examination** (Art. 1033 of the Veterinary Regulations and Art. 935.1 of the FEI Driving Rules)

Will take place upon the horse's arrival, before entering into the stables. Horses in transit (held in show stables but not competing) are subject to this examination too.

Horses should be led by the halter, accompanied by their passport. This examination only serves to identify and disclose possible diseases which could be contagious.

## Horse Inspection:

**Date: Friday, December 9, 2016**                      **Time: 20:00-21:00**

**All horses taking part in this event must be presented during the first horse inspection otherwise, they will not be permitted to participate.**

**Custom papers, ATA Carnet and custom permits must be presented at the veterinary inspection.**

No order will be posted. Stallions should be presented early !

**Re-inspection** by the Ground Jury and FEI Veterinarian Delegate:

**Date : Saturday, December 10, 2016**                      **Time: 7:30**

## 1. CUSTOMS FORMALITIES

### MANDATORY

**Due to new swiss regulations, all horses taking part in the CHI Geneva must have an ATA carnet to enter and leave Switzerland.**

#### Contact details for Customs Formalities:

Name: Fert & Cie Transport S.A. – Mr André Barthassat  
Address: Rue Fendt 2  
PO Box 2364  
CH-1211 Genève 2  
Telephone: +41 22 798 02 51  
Fax: +41 22 798 90 76  
Mobile: +41 79 659 80 54  
Email: [a.barthassat@fert.ch](mailto:a.barthassat@fert.ch)  
Opening hours: 8:00-18:00

## 2. HEALTH REQUIREMENTS

### GENERAL

In accordance with the FEI Code of Conduct for the welfare of the horse 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

Required health tests and vaccinations:	Information below
Quarantine period:	n/a
Specimen Import Licence applied:	Information below

Please note the conditions to be met and the documents to be completed prior to importing horses into Switzerland for the period of the competitions.

#### **Entry into Switzerland:**

**From France and other European Community countries (EC)**

- FEI Passport

- ATA Carnet **mandatory**
- Health certificate: Document TRACES or APPENDIX "II" of the Directive 90/426/ CEE

These three documents must be presented at the Swiss Customs' Office upon entry. NB: for the temporary import of horses only occasionally crossing borders (Attractions, etc.) our Customs Agent can obtain – for the period of the horse show only – a customs permit, in lieu of the ATA Carnet, at a significantly reduced cost. Should you be interested in this solution, please contact Mr. André Barthassat at FERT & Co. Tel. +41 79 659 80 54 or [a.barthassat@fert.ch](mailto:a.barthassat@fert.ch), by **November 21, 2016 at the latest**. Establishment and discharge of a customs permit: CHF 350.- per case, per competitor.

**From other countries (outside the EC)**

- FEI Passport
- ATA Carnet **mandatory**
- Health certificate (form 95/23)

These three documents must be presented at the Swiss Customs' Office upon entry.

NO veterinary inspection at the border for horses with an ATA Carnet.

When filling in the ATA document (provided by the Chamber of Commerce), do not forget to mention details of equipment accompanying the horses.

Custom papers, ATA Carnet and custom permits must be presented at the veterinary inspection.

In case of problems with pre-issued ATA Carnets which need to be amended, the official customs agent FERT & Cie will charge CHF 50.- for entry into Switzerland and CHF 50.- for return into the EC. This fee is to be paid directly to FERT & Cie, through the *Finances Sportives* of the CHI.

Please remember that horses arriving with ATA Carnets must be presented to the French customs and then at the Swiss border to the FERT & Cie's, Mr André Barthassat (Tel. +41 79 659 80 54).

**Departure from Switzerland:**

The same documents must be presented at the Swiss Customs' Office when horses leave the country. The re-exportation should take place no later than 7 days after the end of the event.

In principle, there is no veterinary inspection at the border when entering the European Community (EC).

The CHI official export veterinarian will provide a health certificate at the end of the event. **CHF 30.- will be charged**

Upon their arrival, each participant or their representative will immediately provide all details concerning their departure.

All documents needed for entering Switzerland (ATA Carnet, customs permit, passports, health certificates) are to be handed over to the Veterinarian Commission when the horses are unloaded.

**Return and departure of horses at the end of the CHI**

Upon arrival, the competitors will be contacted by the representative of the Transport Commission, who will ask for their instructions.

All documents needed for entering Switzerland (ATA Carnet, customs permit, passports, health certificates) are to be handed over to the Veterinarian Commission when the horses are unloaded.

The time schedules for collecting the equipment from the stables and the departure of the horses will be indicated on the evening preceding departure. Their departure should take place **at the latest Monday, the 12<sup>th</sup> December, 2016, 7:00.**

The Committee reserves the right to refuse payment of any additional costs or consequences that could arise due to receiving late information (later than **Sunday, 11th December, 2016 at 10:00 for drivers**) of changes in departure plans.

The OC reminds you that you will have to foresee fees for the customs agent (FERT) in case of problems with the ATA documents, cost of departure formalities and other problems. For example, customs permits (non-valid ATA Carnets).

**In accordance with French Law**, Trucks weighing more than 7 tons are not allowed to travel on Sunday, December 11th, 2016. Lorries and trucks that intend to do so should obtain a special authorization (issued by *préfectures départementales*). This should be applied for prior to arrival in Switzerland, otherwise departure must take place on Monday morning, before 7 am.

For questions or problems, please contact your Government Veterinary Services.

### 3. NATIONAL REQUIREMENTS

If applicable please provide:

All information mentioned above for the entry and departure in Switzerland.

### 4. PONIES

2015 FEI Veterinary Regulations, Chapter IV: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

### 5. INJURY SURVEILLANCE

2015 FEI Veterinary Regulations, articles 1036, 1039 and 1040: Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

### 6. TRANSPORT OF HORSES

Horses must be fit to travel and be transported in suitable vehicles. Any government requirements for disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin 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.

### 7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

#### 7.1. PASSPORTS. FEI General Regulations Article 137

**For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact 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.

Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated, or fail to meet other passport will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations** and may not be allowed to compete.

**NB** 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.

**7.2 VACCINATIONS - EQUINE INFLUENZA. FEI 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
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory.

**7.3 EXAMINATION ON ARRIVAL. FEI 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 and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

**7.4. HORSE INSPECTIONS. FEI Veterinary Regulations Article 1033, Table 2**

All Horses will be assessed for their 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 to compete by the Inspection Panel will not be permitted to compete.

### **7.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034**

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.

## **8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI Veterinary Regulations, Chapter VI**

### **8.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058**

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.

#### **Fee for Worldwide Equine and Human Anti-Doping Program:**

(Applicable for all FEI Events Worldwide)

#### Lower Level Events (CIMs)

(For definition see Appendix E of the FEI General Regulations)

Per horse per event (for Driving per driver per event) CHF 18

#### Higher Level Events

(All other events not defined as CIM)

Per horse per event (for Driving per driver per event) CHF 25

OCs/NFs have the right to charge the athletes the above mentioned fee.

### **8.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLE 1056**

Elective Testing may be carried out prior to an Event to check for the presence of prohibited substances. Please refer to <http://inside.fei.org/fei/your-role/veterinarians> for information and details.

## **XII. HUMAN ANTI-DOPING**

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in article 22.3 of the FEIs' Anti-doping Rules for Human Athletes (ADRHA)

The ADRHA rules are published on the FEI's website at <http://inside.fei.org/content/anti-doping-rules>

### **XIII. ADDITIONAL INFORMATION**

#### **1. INSURANCES AND NATIONAL REQUIREMENTS**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

#### **1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **1.1.1 Personal Accident and Health Insurance**

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses which may occur when you are attending at/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

##### **1.1.2. Personal Property Insurance**

You should also ensure that you are insured against property loss, theft or damage which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

#### **1.2. ATHLETES AND OWNERS**

##### **1.2.1 Third Party Liability Insurance**

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

##### **1.2.2 Additional Liability Information**

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 Committee assumes no responsibility for accidents or illness that might occur affecting the owners, drivers, driving teams, grooms or horses, nor for thefts, fires or any damages while travelling, residing or participating in the competition.

### 1.2.3 Horse Insurance

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

The Committee shall not take out any insurance for the transport of the horses and persons accompanying them, its liability shall not, in any event, exceed that of the transport contractor being used. If, in case of accident, illness of an animal or bad road conditions, the Committee is called upon to hire transport at the request of and on behalf of the competitors, it shall in no case assume liability in case of accident, and this without recourse either against the transporter himself or the Committee and will not cover the relative expenses; the handling of loading and unloading, moreover, devolves upon the grooms themselves and involves their own responsibility.

## 2. PROTESTS/APPEALS

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

Protest and appeal forms are available on the FEI website.

Protests: <http://www.fei.org/sites/default/files/FEI%20Protest%20Form.pdf>

Appeals: <http://www.fei.org/sites/default/files/FEI%20Appeal%20Form.pdf>

## 3. DISPUTES

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

## 4. MODIFICATION TO SCHEDULE

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Foreign Judge.

## 5. ADDITIONAL INFORMATION FROM THE ORGANISER

**Any person registering a horse in the CHI Geneva 2016 hereby accepts the conditions of these regulations and this programme for him/her and for the drivers of his/her horse(s).**

**Smoking is prohibited in Palexpo**

**CHECKLIST FOR APPROVED SCHEDULE  
FEI World Cup™ DRIVING 2016  
XIV. ANNEXES**

**1. FEI Entry System**

Please fill the form below in order to provide you and the other members of your committee or your IT Providers access to the FEI Entry System.

**FEI ID<sup>1</sup>** : 10102040

Name\*: Mottu Morel

First Name\*: Sophie

E-Mail\*: smottu@chi-geneve.ch

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

**Event(s)<sup>4</sup>**:

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**FEI ID<sup>1</sup>**: 10102042

Name\*: Poudret

First Name\*: Alban

E-Mail\*: apoudret@chi-geneve.ch

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

**Event(s)<sup>4</sup>**:

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**FEI ID<sup>1</sup>** : 10102041

Name\*: Sorg

First Name\*: Michel

E-Mail\*: msorg@chi-geneve.ch

Access Rights\*:  Admin<sup>2</sup>  Consult<sup>3</sup>

**Event(s)<sup>4</sup>**:

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<sup>1</sup> If already have an FEI user account.

<sup>2</sup> Provides you the required access to manage entries and substitutions and download entries/lists.

<sup>3</sup> You are just able to consult and download the entries/lists.

<sup>4</sup> Leave the field blank if the user deals with the entries of all events in the show.

**\* Mandatory Fields**



# CHECKLIST FOR APPROVED SCHEDULE FEI World Cup™ DRIVING 2016

## 2. RESULTS

An online results interface is available to manage Driving results <http://forms.fei.org>

All results must be submitted to the FEI via this online platform or by uploading XML results file(s) directly on FEI Database. For additional information please browse to: <http://www.fei.org/fei/your-role/organisers/driving/results-forms>

In order to proceed with the results publication and for qualification purposes the FEI requires results to be uploaded within five days after the conclusion of the event.

Please note that as per Art. 109.6 (GR): 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.

**All results must include FEI Passport Registration number of horses and FEI ID number of drivers.**

**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**