
FEI STEWARDS MANUAL



FEITM
JUMPING

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INTRODUCTION	5
1. THE IDEA OF FEI STEWARDING AND ITS PURPOSE	6
1.1 WHAT IS STEWARDING?	6
2. STEWARDING	6
2.1 THE AIM OF FEI STEWARDING	6
2.2 ORGANISATION OF STEWARDING WITHIN THE FEI (STRUCTURE AND HIERARCHY)	6
2.3 WORKING PLACE FOR STEWARD(S)	9
2.4 THE COOPERATION BETWEEN FEI OFFICIALS AND ATHLETES AND ATHLETES' ENTOURAGE	9
3. STABLES	9
3.1 ACCESS TO THE STABLE AREA	9
3.2 STEWARDING OF THE STABLE AREA	10
3.3 GROOMS.....	11
3.4 MOVEMENT THROUGHOUT THE SHOWGROUND.....	11
3.5 STEWARDING OF THE PRACTICE ARENAS	11
3.6 GRAZING AREA.....	11
4. WARNING CARDS	11
5. VETERINARY EXAMINATIONS, HORSE INSPECTIONS AND PASSPORT CONTROL	12
5.1 REQUIREMENTS FOR THE HORSE INSPECTION	12
5.2 HORSE INSPECTION PROTOCOL ACCORDING TO THE RULES	13
5.3 PROCEDURE OF THE HORSE INSPECTION	13
6. ANTI-DOPING TESTING FOR ATHLETES AND HORSES	13
6.1 EQUINE ANTI-DOPING AND CONTROLLED MEDICATION TESTING (EADCMP)	13
6.2 ATHLETES' TESTING.....	13
7. ABUSE OF HORSES	14
8. BE PRO-ACTIVE	14
9. MISCELLANEOUS	15
9.1 PUBLIC.....	15
9.2 FOOTING	15
9.3 PRACTICE ARENA(S) TIMETABLES	15
9.4 ADVERTISING ON ATHLETES AND HORSES AND PROMOTION (GRS ART. 135)	15
9.5 FALLS	17
9.6 DOGS	17
9.7 HEADGEAR	17
10. LEGAL PROCEDURE AND SANCTIONS	17
10.1 THE LEGAL BASE.....	17
10.2 SOME PRACTICAL ADVICE	18
10.3 PROTESTS (GR ART. 161 EXCERPT)	18
10.4 APPEALS (GR ART. 162 EXCERPT)	21
10.5 SANCTIONS (GR ART. 164 EXCERPT).....	21
11. REPORT AND FOLLOW-UP	23
A. REPORTS (GR ART. 166)	23
B. AFTER THE COMPETITION	23
C. FEI CHECKLIST FOR CHIEF STEWARDS.....	24

ANNEX I – THE CHIEF STEWARD REPORT26

ANNEX II – THE POSITION OF THE CHIEF STEWARD27

ANNEX III – SITE LAYOUT28

ANNEX IV – EXERCISE AREAS TIMETABLE29

ANNEX V – WORK SHEET31

ANNEX VI (PART I) – JUMPING IN EXERCISE / SCHOOLING AREAS32

ANNEX VI (PART II) – JUMPING IN PRACTICE ARENAS.....34

ANNEX VII – THE HORSE INSPECTION35

ANNEX VIII – NIGHT CONTROL IN THE STABLES.....36

ANNEX IX – STABLE INFORMATION CA.....37

ANNEX X – STABLE SECURITY AND STEWARDING AT INTERNATIONAL EVENTS.....38

ANNEX XI – BANDAGE AND TACK CONTROL DURING FEI EVENTS43

ANNEX XII – PERMITTED EXERCISING ACTIVITY45

ANNEX XIII – PRE AND POST COMPETITION TRAINING TECHNIQUES46

ANNEX XIV - STEWARDING GUIDELINES.....48

ANNEX XVI – STEWARDS’ PROTOCOL FOR HANDLING CASES OF BLOOD ON A HORSE’S FLANK(S) AND/OR MARKS INDICATING EXCESSIVE USE OF THE SPUR(S) AND/OR WHIP.....50

ANNEX XVII – FOREIGN STEWARD JOB DESCRIPTION52

NOTE:

- **The following constitute specific provisions of the FEI Rules and Regulations reprinted for ease of reference.**
- **Provisions not relevant to Jumping have been removed, and some of the provisions printed below may need to be interpreted in the context of other provisions of the Statutes, General Regulations (hereinafter the "GRs"), Internal Regulations or Sports Rules.**
- **Please note that in the event of conflict between this Stewards Manual and the Statutes, the General Regulations, Internal Regulations or Sport Rules, the Statutes shall prevail.**
- **Should there be any conflict between this Stewards Manual and the GRs and/or other Sport Rules, the GRs shall prevail, unless specified otherwise in the Sport Rules.**

INTRODUCTION

1. FEI Stewarding Motto

"Help, Prevent, Intervene"

2. Fairness by means of a good FEI Stewarding Programme

International equestrian competitions have developed in recent years to a point that stewarding is now one of the most important aspects of any Event. The steward is called upon to make quick, informed judgements and to intervene in situations that require an official, authoritative but fair reaction. In line with most activities of equestrian officials, knowledge of accepted behaviour and of the rules and regulations combined with experience and common sense provide for the best stewarding.

From higher level Events where top professionals compete down to lower level Events with up and coming competitors, sometimes riding borrowed Horses, the services of qualified stewards are essential. Up and coming competitors often imitate the well-known experienced competitors, and proper training methods and behaviour are frequently learned by example. The stewards' principal aim is to endeavour to ensure that competitors participating in Events do so with the utmost respect for their Horses, officials, the public, their fellow competitors and all those involved in the sport.

While no two Events are alike, stewards should always make fair and considered decisions. The FEI Chief Steward must be aware of the standards at each Event and should always aspire to help raise the awareness of competitors and officials alike. The welfare of the Horse is paramount.

3. FEI Code of Conduct

The Fédération Equestre Internationale (FEI) requires all those involved in international equestrian sport to adhere to the **FEI 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 competitors 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 Horses 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.

The FEI urges all involved with the sport to attain the highest levels of education in their area(s) of expertise.

1. THE IDEA OF FEI STEWARDING AND ITS PURPOSE

The terms “Stewarding” and “Steward” (and the included responsibilities) can have different interpretations and therefore need to be clearly defined.

1.1 What is stewarding?

It is the supervision at international Events by trained individuals to ensure that the welfare of the Horse is respected and that a level playing field is provided for all Athletes participating at the Event.

2. STEWARDING

2.1 The aim of FEI stewarding

The purpose of Stewarding is:

- To protect the welfare of the Horse and ensure fair play;
- To support the Organising Committee (OC) in the successful running of the Event in line with the FEI rules and regulations.

2.2 Organisation of stewarding within the FEI (structure and hierarchy)

2.2.1 FEI Director Stewarding

The FEI Director Stewarding is appointed by the FEI Board from a member of FEI HQ. The FEI Director Stewarding duties are:

- To coordinate all matters relating to Stewarding for each discipline;
- To liaise between the FEI Honorary Stewards General for each discipline;
- To report to the Board.

2.2.2 FEI Honorary Steward General

An FEI Honorary Steward General is appointed by the FEI Board for each discipline and is responsible for stewarding throughout the FEI for that specific discipline. The FEI Honorary Steward General's duties are to:

- Liaise with the FEI Director Stewarding and produce a report on stewarding every year;
- Liaise with the Regional Stewards General;
- Liaise with the Jumping Committee;
- Together with FEI HQ establish a list of courses each year for the education of Stewards;
- Supervise stewarding activities within Jumping.

2.2.3 FEI Regional Steward General – FEI Regional Stewards General may be appointed by the FEI for designated areas.

The FEI Regional Steward General's duties are:

- To report half yearly on stewarding in their area to the FEI Honorary Steward General.

2.2.4 FEI Steward General

The FEI Steward General is proposed to the FEI by their NF and is responsible for the stewarding at international Events within their NF. Prior to their appointment as FEI Steward General they should be at least a Level 3 Steward. In addition they are required to report to the FEI Regional Steward General to make suggestions for improvement relating to stewarding matters. The duties of a Steward General are to:

- Act as the contact person between their NF and the FEI Regional Steward General and if necessary directly with the FEI Honorary Steward General in matters relating to their discipline's stewarding;

- Advise their NF on all matters relating to their responsibility;
- Be familiar with the organisation of an international Event;
- Have a good knowledge of veterinary matters plus FEI Veterinary Regulations (VRs) and the FEI legal system;
- Speak and write English fluently;
- The Steward General must inform the OCs of international Events in their country of their responsibilities relating to stewarding and stable security under their jurisdiction.

Within smaller NFs, one Steward General may act as Steward General for a number of disciplines providing that they are qualified in the disciplines for which they have been appointed.

2.2.5 FEI Jumping Job Descriptions Stewards

Please refer to the following link for an overview of all FEI Jumping Stewards job descriptions:
<https://inside.fei.org/fei/your-role/officials/jumping/education-system>

2.2.6 The Chief Steward

To be eligible to act in the capacity as Chief Steward at an international Event the Chief Steward must be included on the FEI list as at least a Level 3* steward. The number of FEI Stewards in any country should be in proportion to the number of international Events held there.

A Chief Steward should be able to speak English as the FEI's official language and must be a person experienced in equestrian sports, particularly in the Discipline of Jumping and have a good knowledge of all FEI Rules and Regulations for Jumping, the General Regulations and the VRs.

Each OC must appoint a Chief Steward from the list of Level 3 or Level 4* FEI Stewards. If the show includes more than one discipline, a Chief Steward must be appointed for each discipline. One of these must be appointed as overall Chief Steward of the entire show.

**Effective as of 1 January 2023: The Chief Steward appointed for Olympic, Continental and Youth Olympic Games, Senior Continental and World Championships, FEI World Cup™ must be a Level 4 FEI Steward.*

The Chief Steward must be integrated into the Organisation Committee of the Event. Their name must be printed in the Event schedule. They are responsible for organising the stewarding at the Event and are under the authority of the President of the Ground Jury. If a Technical Delegate is appointed they must work together closely prior to and during the Event (see Annex II).

The Chief Steward is to meet with the Foreign Judge prior to the start of the Event (or with the President of the Ground Jury if the Foreign Judge has not been appointed or is not yet present) to discuss stewarding in general and in particular the protocol for checking hind boots in the practice arena (see Annex XIV).

The Chief Steward must organise a meeting with the Veterinary Delegate / Veterinary Commission with a view to arranging any matters that need to be coordinated.

The Chief Steward must report immediately to the President of the Ground Jury (GRs Art 147.1) any act by anyone that they consider being in contravention of the rules and regulations relating to their responsibilities. They must inform the President of the Ground Jury and the Technical Delegate of any infractions that merit a Yellow Warning Card and possible additional action. The Chief Steward may issue Yellow Warning Cards in accordance with General Regulations Art. 164.3, for reasons including, but not limited to, abuse of Horses and incorrect behaviour towards officials. Once a Yellow Warning Card has been issued the Chief Steward must inform the President of the Ground Jury and the OC.

During the Event the Chief Steward and Assistants must wear, along with the Event's Organising Committee's accreditation, the FEI Steward badge in a clearly visible manner.

The Chief Steward is responsible for stewarding and the organisation of the stewarding team during the entire Event.

Following each Event, the Chief Steward must send a written report to the Jumping Director at FEI HQ, with copies to the President of the Ground Jury, the OC, the Steward General of the NF and the Secretary General of the host NF where the Event has taken place. If necessary, recommendations for improvements should be made in the Chief Steward's report (see Annex I).

2.2.7 The Foreign Steward

A Foreign Steward will be appointed by the FEI for all 5* Events and for all Events of Tours (FEI Jumping Events organised by the same OC at the same venue over at least two consecutive weeks), and for Events taking place consecutively at the same venue during the same week and/or on overlapping weeks, regardless of the star level; the Foreign Steward is an additional member of the Stewarding Team consisting of the Chief Steward and the Assistant Stewards. All Foreign Stewards appointed to these events must hold the status of Level 3 Steward at least. As Foreign Steward at these Events, they represent the FEI within the Stewarding Team. They are responsible for ensuring that the Chief Steward and the whole Stewarding Team execute their duties in full accordance with current FEI Rules & Regulations and the conditions of the approved schedule in all areas that come under the control of the Stewarding Team.

The Foreign Steward is a full and active member of the Stewarding Team and must be integrated into the duties rotation of the same.

See Annex XVII for the job description of the Foreign Steward.

2.2.8 The Assistant Steward

According to the size and type of Event, a sufficient number of Assistant Stewards must be appointed by the OC. For Events running with 1 warm-up arena, there must be a minimum of four Assistant Stewards and all must have the minimum status required for the level of the Event as indicated below:

- Level 1 Steward at least for all CSIO1*/CSIO1* up to CSIO3*/CSIO3*.
- Level 2 Steward at least for all CSIO4*/CSIO4* and CSIO5*/CSIO5*, Olympic, Continental, Regional and Youth Olympic Games, Continental, Regional and World Championships, FEI World Cup™ and FEI Nations Cup™ Finals.

For Events running with more than 1 warm-up arena, the number of Assistant Stewards should be increased accordingly in order to provide for the possible simultaneous execution of all stewarding duties (eg boot and bandage control, hind boot check).

2.2.9 The Stewarding Team

The OC together with the Chief Steward are responsible for the selection of a competent stewarding team capable of providing the appropriate stewarding service during the Event. Daily briefing sessions must be organised by the Chief Steward.

The Chief Steward must hold a meeting with the Assistant Stewards prior to the start of the Event and cover the following topics:

- Supervision and security of the stables
- Control of schooling areas
- Patrolling of the Event restricted area
- Veterinary assistance and EADCMP (Anti-Doping)
- Timely intervention to prevent abuse
- Horse Inspection
- Procedure for reporting incidents
- Correct behaviour towards Athletes, grooms and trainers
- Work timetable
- Meals
- Accommodation
- Areas of responsibilities
- Stewarding Groups
- Arrival
- Stable Duties
- Schooling (specific Jumping Duties)
- Warming-up

- Tack check (eg Ponies)
- Competition Flow
- Prize-giving
- Boot and Bandage Control
- Hind boot check

2.3 Working place for Steward(s)

The OC must provide the Stewards with adequate working facilities. A room or trailer must be available with soft drinks, chairs and a table. At Events where they have to work outdoors every effort should be made to provide them with a sheltered area in the middle of, or immediately adjacent to, the exercise arenas from where they can effectively supervise the activities of the Athletes. For purposes of communication the entire team must be equipped with walkie-talkie radios.

All Stewards officiating at an international Event must wear distinctive identification such as badges or armbands, bibs, etc. and must have complete freedom of access to all restricted areas such as, but not limited to, all parts of the stables, schooling areas, warm-up arenas and all other related areas under control of the OC.

2.4 The cooperation between FEI Officials and Athletes and Athletes' entourage

Every effort should be made to have a good working relationship between officials and the above-mentioned stakeholders. It is much better to prevent a rule being broken rather than having to react afterwards. To be able to intervene at the correct time, a good knowledge of the rules and regulations is necessary.

3. STABLES

3.1 Access to the Stable Area

For a high level of stable security, the stables must be completely enclosed by adequate fencing or walls. Access to the stable area must be controlled and restricted. This serves as a deterrent to the entry of unauthorised persons and the uncontrolled exit of Horses. The area must be sufficiently large to allow Horses to be evacuated from the stables in an emergency.

All Horses must be stabled in the Event stables. Horses may not leave their stables without their Event ID number.

Strict stable security is of paramount importance. Admission to the stables is limited during an Event. The only persons authorised by the OC to enter the stable area are the following so long as they are in possession of the required accreditations (See VRs Art. 1009):

- Athletes plus one accompanying person
- The Technical Delegate or Foreign Judge
- Members of the Ground Jury
- Chief Steward and assistant stewards
- The Veterinary Commission/Delegate
- Treating Veterinarians
- EADCMP officials
- The Official farrier, Team farriers and individual Athletes' private farriers
- Not more than two owners per Horse as per those registered within the Horse's passport
- The Chefs d'Equipe, trainers, grooms
- The Team Veterinarians and veterinarians accompanying individual Athletes
- Permitted Equine Therapists (PET) who have given their registration form to the Veterinary Commission/Delegate at the Event
- Presidents and Secretaries General of National Federations may also visit the stable area under certain conditions

It is essential that the OC official responsible for authorising access to the stable area is a senior person within the OC with knowledge of the appropriate rules.

Control of access

A control system must operate at all entrance gates to the stable area so that there is an efficient and reliable method of identifying those who enter and leave the stable area at all times. Please see below for further information.

3.2 Stewarding of the Stable Area

At least one steward reporting directly to the Chief Steward must be present or readily available in the vicinity of the stable area 24 hours a day for the entire duration of the Event. They may be assisted by additional stewards as deemed necessary.

During the time that the stables are officially closed nobody has the right to stay inside the stable area. Any persons requiring access to the stables during the hours of closure must report to the steward on duty. They must be in possession of the required accreditation. They must sign in on the 'Night Control in Stables' form (ref. Annex VIII of this Manual) and they must be escorted by an FEI Steward at all times during their visit until they have left the secured stabling area. The 'Night Control in Stables' form must be submitted to the Chief Steward each morning.

There must be constant patrolling of the secured stable areas by official FEI Stewards (or security team employed by the OC). This patrolling must be obvious and clear for all people to see. It must take place 24 hours a day, even when the stables are closed. A random pattern should be used in order to discourage any form of forbidden practices or abuses. Any misdemeanours must be reported immediately to the steward responsible in the stable area, who must, in turn, report to the Chief Steward, who in turn reports to the President of the Ground Jury. Stewards may also ask for the appropriate Veterinary Form if a Horse is seen to receive treatment of any kind, even if this takes place in the Treatment Area/Boxes.

Any persons found within the secured stable areas during the hours of closure who has not followed the correct protocol might have their accreditation removed for the remainder of the Event.

The duty of the stewards is to safeguard the welfare of the Horses and to prevent any form of forbidden practice.

Stabling must:

- If possible, be on the Showground
- Satisfy requirements of local authorities
- Have specifically marked emergency exits that are kept clear
- Have appropriate and sufficient fire-fighting equipment
- Have 'no-smoking' signs
- Be checked for safety and solidity
- Be allocated by the OC to Athletes' Horses
- Be numbered and labelled
- Have adequate ventilation, water and bedding
- Have clean yards, adequate manure disposal
- Have an area for storing fodder and bedding
- Have at least one entrance open 24 hours a day
- Have a passageway of a minimum of 2 metres, although minimum 3 metres is highly recommended.

Stabling – Minimum Requirements:

- Clean and disinfected prior to Horses' arrival
- Well ventilated
- Be a restricted area
- Sufficient washing facilities for Horses
- Sufficient electricity and power points
- Space for tack and equipment
- Sufficient and well-maintained number of showers and toilets for grooms
- No cars or motor bikes may be parked in the stable area. Push bikes and electrically powered bikes may be allowed at the discretion of the OC.

- Office(s) in the vicinity of the stables for the Stewards, Stable Manager and Treating Veterinarian for assistance
- Information Board
- Minimum 2 EADCMP (testing) boxes (VRs Art. 1008.I.2) that must be secured after having been appropriately cleaned
- Minimum two treatment boxes (VRs Art. 1008.I.3)
- Minimum two isolation stables and one additional isolation stable for every 100 Horses (VRs Art. 1008.I.4)
- Adequate lighting
- There must be hot water
- Dedicated Smoking Area away from any flammable material or items
- Stables must have a roof overhang

3.3 Grooms

Grooms, or other persons, are not permitted to sleep within the stable area, unless exceptional authorisation has been granted by the Chief Steward and the Veterinary Delegate e.g. in case of illness of a Horse.

The Person Responsible must ensure that their groom, or any other authorised person with access to their Horses, is familiar with the security and stewarding procedures for the Event in question.

3.4 Movement throughout the Showground

Movement of Horses between the stables, practice area, grazing area and main arena must be strictly controlled. The optimum layout for the Jumping discipline may be found in Annex III of this document. It is understood that flexibility will be required depending on the requirements of other disciplines and layout of showground, but wherever practicable the optimum layout should be followed.

3.5 Stewarding of the Practice Arenas

The practice arenas refer to all arenas used for warming-up, training, schooling or lunging etc. From here onwards, all of these arenas/areas will be referred to as practice arenas.

The Chief Steward must ensure that each practice arena is adequately stewarded at all times when officially open. They must also ensure that all practice arenas are subject to random control when they are officially closed.

3.6 Grazing Area

It is recommended that a grazing area be provided at all outdoor Events and that this be subject to random control. If available, Horses must only be grazed or walked in hand within this area and their Event ID number must be clearly displayed.

4. WARNING CARDS

In accordance with the FEI General Regulations, 24th edition, updates effective 1 January 2022 (Art. 164.3), a Yellow Warning Card may be issued to a Person Responsible by the President of the Ground Jury, the Chief Steward or the Technical Delegate during the Period of the Event for the following offences:

- Abuse of Horse
- Incorrect Behaviour by the Person Responsible and/or Incorrect Behaviour by a member of their entourage. For the purpose of this article, the term "entourage" shall mean the Person Responsible's parent, spouse or partner, family member, coach, trainer, groom, crew or other person directly connected with the Person Responsible and includes the owner(s) of the Person Responsible's Horse.
- Non-compliance with applicable Sport Rules
- Non-compliance with Protective Headgear Rules

The Yellow Warning Card may be delivered either by hand or by any other suitable means. If after reasonable efforts the Person Responsible cannot be notified during the Period of the Event that they have received a Yellow Warning Card, the Person Responsible must be notified in writing within fourteen (14) days of the Event.

If the same Person Responsible receives one (1) or more Yellow Warning Card(s) at the same or any other International Event within one (1) year of the delivery of the first Yellow Warning Card, the Person Responsible shall be automatically suspended for a period of two (2) months after official notification from, or on behalf of, the FEI Secretary General.

NFs must ensure that the President of the Ground Jury and the Chief Steward at all international Events are in possession of sufficient Yellow Warning Cards.

Presidents of Ground Juries/Foreign Judges and Chief Stewards are reminded that when issuing a warning card they must submit a copy of the Yellow Warning Card in annex to their report, with a full explanation of why it has been issued. The FEI keeps a record of all penalties imposed under the FEI legal system. An up to date list of Athletes who have received a Yellow Warning Card can be found on the following link:

<http://www.fei.org/fei/your-role/athletes/warning-cards>

5. VETERINARY EXAMINATIONS, HORSE INSPECTIONS AND PASSPORT CONTROL

Please refer to Articles 1011, 1030-1039 of the FEI Veterinary Regulations for full details.

5.1 Requirements for the Horse Inspection

The OC must consider all the necessary requirements for the Horse Inspection. It must also liaise with the Technical Delegate / Veterinary Commission / Veterinary Delegate and will discuss the protocol for the inspection well in advance with the Chief Steward.

5.1.1 Surface

It is important that the inspection surface allows a fair evaluation of the Horse's fitness to compete. The surface should always be firm, level, clean and not slippery. This can be accomplished in three ways:

- Freshly laid asphalt; if this surface is old and has become slippery, it can be improved by adding a light cover of sand.
- A competition or practice arena where the surface has been watered and rolled so that it is sufficiently compact to prevent it cutting up during the inspection.
- A firm gravel or stone dust road that has been swept to remove all loose stones.

There should be a minimum of 30 metres of surface available to inspect the Horses at walk and trot, but a shorter surface of no less than 25m may be acceptable under exceptional circumstances for indoor Horse Inspections. In some circumstances the Horse Inspection may, of necessity, be carried out on the competition surface, in which case the OC must discuss the conditions with the Inspection Panel and the TD if appointed beforehand. In such a situation the surface must be firmly rolled to provide the appropriate conditions. Please refer to Annex VII of this manual for further details.

5.1.2 Organisation

Strict stewarding is required during Horse Inspections, especially in the collecting area, to ensure the safety of all participants. The area must be stewarded so that Horses are ready for inspection at the scheduled time and quickly led away afterwards.

5.1.3 Holding Box

The Holding Box area must be a separate fenced off area, located close to the Horse Inspection area and where possible out of sight of the main Horse Inspection area; the Holding Box surface must be similar to the surface of the main inspection track. Stewards must accompany Horses to the Holding Box.

5.1.4 Announcements to the Public

Announcements of the Horse Inspection's progress should be made and include the Athletes' and Horses' names, their Event ID numbers, nation they are representing and whether the Horses have been accepted, not accepted or referred to the Holding Box.

5.1.5 Safety of Horses and handlers

Special care is necessary with strict stewarding at Inspections where there are a large number of Horses in the collecting area. The same applies if there are stallions present for the Inspection, as they can create a significant safety risk. Whenever possible stallions should be presented separately, especially from mares.

5.2 Horse Inspection protocol according to the Rules

The Horse Inspection should be held not more than 24 hours prior to the start of the first competition.

5.3 Procedure of the Horse Inspection

5.3.1 General Remarks

- The Veterinary Delegate or a designated assistant will identify the Horse from its passport and microchip where applicable.
- Handlers must stand the Horse in front of the Inspection Panel facing the end of the inspection track. The Veterinary Delegate must walk around the Horse and make a brief visual inspection. Any other examinations (e.g. palpation or limb flexion) may not be performed. Handlers must lead the Horse from the Horse's left side on a loose rein whilst the Veterinary Delegate watches the Horse's gait from the centre of the inspection track. Handlers must:
 - a) walk the Horse for a short distance;
 - b) trot the Horse to the end of the track;
 - c) walk the Horse and turn in a clockwise direction at the end of the inspection track; and
 - d) trot the Horse back to the starting point.
- The Inspection Panel will assess the Horses' fitness to compete, and decide whether Horses are:
 - a) accepted;
 - b) not accepted (if Horses are unfit to compete); or referred to the Holding Box (Horse's fitness to compete is questionable).

5.3.2 Rules for Horse Inspections

- Horses must be presented in a bridle with a bit and with Event ID number clearly displayed, no other tack or equipment may be worn
- Handlers neatly dressed
- No rugs or bandages
- No dye or paint on Horses or hooves
- A whip of up to 120cm only may be carried by the handler, if required

6. ANTI-DOPING TESTING FOR ATHLETES AND HORSES

6.1 Equine anti-doping and controlled medication testing (EADCMP)

Following a request from the Testing Veterinarians the Chief Steward may allocate the following tasks to a member of the Stewarding Team:

- a) Notify the PR that the Horse is to be tested; and/or
- b) Chaperone the Horse to the Testing Box.

6.2 Athletes' testing

In accordance with the FEIs' Anti-doping Rules for Human Athletes (ADRHA), FEI Athletes (riders, drivers, vaulters, lungers) can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with

Testing jurisdiction (Anti-Doping Organisations who wish to conduct Athlete testing at FEI Events must first obtain the FEI's permission).

Where FEI Testing is planned, Organisers have the responsibility to provide facilities and staff/volunteers if requested by the FEI (article 22.3 of the ADRHA). The FEI makes all necessary arrangements with the Organiser and the TD or Foreign Judge. Stewards may be asked to provide assistance if necessary.

If a Steward receives a query on human anti-doping, they should direct the person:

- to a medical person with knowledge in anti-doping, or
- to the FEI, or
- to the local National/Regional Anti-Doping Organisation.

Additional information and contact details can be found in the "Clean Sport Humans" section of the FEI's website.

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

7. ABUSE OF HORSES

No person may abuse a Horse during an Event or at any other time.

ABUSE means an action or omission which causes or is likely to cause pain or unnecessary discomfort to a Horse. This includes, but is not limited to, any of the following:

- To whip or beat a Horse excessively;
- To subject a Horse to any kind of electric shock device;
- To use spurs excessively or persistently;
- To jab the Horse in the mouth with the bit or any other device;
- To compete using an exhausted, lame or injured Horse;
- To "rap" a Horse;
- To abnormally sensitise or desensitise any part of a Horse;
- To leave a Horse without adequate food, drink or exercise;
- To use any device or equipment which causes excessive pain to the Horse upon knocking down an obstacle.

Any person witnessing an Abuse must report it in the form of a Protest (Art. 161) without delay. If an Abuse is witnessed during an Event or in direct connection with an Event, it should be reported as a Protest (Art 161) to an Official. If the Abuse is witnessed at any other time it should be reported as a Protest (Art 161) to the FEI Secretary General who, following a review of the Protest, shall take a Decision as to whether or not to refer the matter to the FEI Tribunal.

Excessive use of the whip (JRs Art. 243.2.2):

- The whip may not be used to vent an Athlete's temper. Such use is always excessive;
- The use of a whip on a Horse's head is always excessive use;
- A Horse should never be hit more than three times in a row. If a Horse's skin is broken, it is always considered excessive use of the whip;
- The whip is not to be used after Elimination;

An Athlete identified as misusing or excessively using the whip will be disqualified and may be fined at the discretion of the Ground Jury.

8. BE PRO-ACTIVE

SITUATIONS NOT ALLOWED INCLUDING BUT NOT LIMITED TO...

- Any behaviour or training method that could be considered as abusive to the Horse;
- Persons in charge of Horses causing dangerous situations due to a lack of consideration to others;
- Horses bleeding in the mouth (in minor cases of blood in the mouth, such as where a Horse appears to have bitten its tongue or lip, officials may authorise the rinsing or wiping of the mouth and allow the Athlete to continue; any further evidence of blood in the mouth will result in Elimination);
- Marks indicating excessive use of spurs or of the whip anywhere on the Horse; additional sanctions may also apply (see JRs Art. 243);
- Riding or walking with Horse in hand in the main arena, without authorisation;
- Riding in a Practice Arena when in use without authorisation or outside the allowed time.

9. MISCELLANEOUS

9.1 Public

For safety reasons, the public must be separated and kept away from the areas where Horses transit and exercise. The entire Event area under control of the Stewarding Team should be patrolled randomly.

9.2 Footing

The footing of all exercise areas is of great importance. Horses spend much more time in Practice Arenas than in the competition arena. The OC must be prepared to maintain, and if necessary, improve the footing (watering, sand, shavings, etc.) and even move to another area if this is available should the footing of the designated areas become or be considered inadequate by the Foreign Judge/Technical Delegate/Chief Steward.

9.3 Practice Arena(s) Timetables

Timetables for the use of Practice Arenas must be established, posted on the notice board in the stable and adhered to. Whenever possible, flexibility is required and the Practice Arenas should be opened outside the established times on receipt of reasonable requests. Horses must always wear their Event ID number. Practice Arenas must always be stewarded when in use.

9.4 Advertising on Athletes and Horses and Promotion (GRs Art. 135)

At all Events, except Regional and Olympic Games under the patronage of the IOC (see Olympic Regulations for Equestrian Events at Olympic Games), Athletes may wear clothing and use equipment which identify the manufacturer, the Athlete's sponsor(s), the Athlete's team sponsor(s), the NF's sponsor(s), the Athlete's nation, and/or the Athlete himself/herself, but only under the specific conditions set forth below:

9.4.1 Identification of a Non-Sponsor Manufacturer

While present in the competition area and during the prize-giving ceremonies names or logos identifying a non-sponsoring manufacturer of the clothing and equipment may appear only once per item of clothing and equipment and solely on a surface area not exceeding:

- 3 cm² for clothing and equipment

If the manufacturers of clothing and equipment act as sponsors, the provisions under paragraph 9.4.2 of this article apply.

9.4.2 Identification of Sponsors

While present in the Competition area and during the prize-giving ceremonies the name and/or logo of the Athlete's sponsor(s), their team sponsor(s) and/or their NF's sponsor(s) may appear on a surface area not exceeding:

- a. 200 cm² on each side of the saddle cloth.
- b. 80 cm² on each of the two sides of jackets or top garments at the height of breast pockets.
- c. 80 cm² (maximum 20 cm long, maximum 4 cm wide) only once lengthwise on the left leg of the riding breeches. In any case, the surface area on the riding breeches should be dedicated to the visibility of the following only: the Athlete's name, identification of the Athlete's nationality, the name and/or logo of the Athlete's sponsor(s), their team sponsor(s) and/or their NF's sponsor(s).
- d. 16 cm² on both sides of the shirt collar and of the hunting stock or centrally in the middle part of the collar on the ladies' blouses.
- e. 125 cm² (maximum 25 cm long, maximum 5 cm wide) vertically in the middle part of the hard hat.
- f. 75 cm² for the logo on ear hoods.

9.4.3 Team and/or NF Sponsor Logo

Athletes shall wear the official clothing of their NF in the Nations Cup Competition at CSIOs and throughout all stages of competition (team and individual) at Regional, Continental and World Championships and, subject to the approval of each relevant National Olympic Committee, during the Competitions at Olympic and Regional Games.

Should a NF not have an official clothing, the Athlete(s) of such NF shall be entitled to wear their own clothing, subject to the Jumping Rules and requirements.

9.4.4 Competition / Event Logo / Advertising

1. The OC may display the name and/or logo of a Competition and/or Event sponsor(s) on members of the OC crew present in the competition area and on the numbers worn by Athletes and on stable rugs while present in the competition area and during the prize-giving ceremonies at all FEI Events. The size of name and/or logo on the Athlete's number shall not exceed 100 cm².
2. Advertising may appear on the outsides of the arena provided the TV agreement allows for it.
3. For the purposes of this article, the competition area shall include all areas where the Athlete is being judged or their Horse is undergoing a Horse Inspection.

9.4.5 Athlete's National identification

While present in the Competition area and during the prize-giving ceremonies the name or logo of the Athlete's nation, its national symbol and/or its national flag, and/or the Athlete's NF logo or name may appear on a surface area not exceeding:

- a. A reasonable size on each of the two sides of jackets or top garments, at the height of breast pockets and on the collar.
- b. 200 cm² on each side of the saddle cloth.
- c. Vertically in the middle part of the Protective Headgear.
- d. 80 cm² (maximum 20 cm long, maximum 4 cm wide) only once lengthwise on the left leg of the riding breeches.
- e. 75 cm² for the logo on ear hoods.
- f. Either 200 cm² on one arm of jackets or top garment or 100 cm² on each arm of jackets or top garment for Events in all Disciplines.

In addition to the above, the Athlete's national flag or the official three letter IOC abbreviation for the nation, may appear on the back of the Athlete's jacket, centred between the shoulders. The top of the flag, respectively the three letter abbreviation, must be placed 4cm below the collar. The flag may not be more than 25cm wide, with a height in proportion to the width; the three letter IOC abbreviation must appear in standard IOC typeface and not exceed a height of 8 cm.

9.4.6 Athlete's Name

While present in the Competition area and during the prize-giving ceremonies the Athlete's name may appear on a surface area not exceeding:

- a. 80cm² (maximum 20 cm long, maximum 4 cm wide) only once lengthwise on the left leg of the riding breeches.

The Chief Steward is responsible for ensuring that the above provisions are respected by Athletes before entering the arena. Athletes not complying with the above will not be permitted to enter the arena during competition. An official clothing approved by a NF not complying with the requirements of Article 135 will not be authorised by the FEI.

Athletes may also be subject to a Warning or a Yellow Warning Card issued by the President of the Ground Jury, the Chief Steward or the Technical Delegate. Please refer to Art. 240 of the FEI Jumping Rules:

Article 240 Fines, Warnings and Yellow Warning Cards

1. In addition to any other sanction(s) that may be issued in accordance with these JRs and/or GRs, the President of the Ground Jury, the Chief Steward and the Technical Delegate are each authorised to issue a Yellow Warning Card in accordance with GRs Art. 164.2 and Art. 164.3:

- 2.9 to an Athlete who violates the advertising rules (see also GRs Art. 135) or does not comply with the rules regarding dress and saddlery (see JRs Art. 256.1 and 257)

9.5 Falls

In case of a fall of an Athlete and/or Horse at any time in the Competition arena, in the practice arena or elsewhere within the grounds of the Event, the Athlete must be checked by the Event's medical service (or by a medical doctor if the medical service is not available) before they may be permitted to take part in the round in progress or in the next round or Competition at the Event, respectively the Horse must be cleared by the Veterinary Delegate before it may be permitted to take part in the next round or Competition at the Event.

Please refer to JRs Art. 224.4.1 for full details.

9.6 Dogs

If allowed at the Event, all dogs must be leashed and affixed to a human or stationary object. Violation of this rule will incur a fine of CHF 100 per offence and, in case of a repeated offence at the Event, may lead to exclusion from the Venue. (GR Art. 109.14)

9.7 Headgear

The FEI List of applicable international testing standards for protective headgear can be found on the General Regs & Statutes page:

[FEI List of applicable international testing standards for protective headgear](#)

10. LEGAL PROCEDURE AND SANCTIONS

10.1 The Legal Base

The following rule books and regulations describe the basic tasks, responsibilities and organisation of the FEI. The Chief Steward must be in possession of the following rule books and know the rules which cover their responsibilities.

- General Regulations (GRs)
- Veterinary Regulations (VRs)
- Jumping Rules (JRs) and any other appropriate Rules for the relevant Jumping Event

It is of course impossible to know all the rules by heart. Therefore the first priority is to become familiar with the relevant articles, in order to understand how to proceed.

The First Principles are:

HELP

PREVENT

INTERVENE

In accordance with the maxim that prevention is better than cure, the first principle of Officials is to ensure that everything is organised and run according to the rules.

Athletes for their part have a duty to ensure that they observe the rules with regard to their Horses and in relation to their own preparation for, and participation in, the Event.

The legal system is fairly complex even for a professional lawyer. Therefore those concerned with applying it, while they must know what rule to look for and where to find it, ought not to try to learn the system by heart. When a difficulty arises, it is wise even for the well-informed to read the relevant articles carefully before tackling the problem.

If someone wishes to protest a decision by an official, the official should inform them of the correct procedure, refer them to Articles 161 and 162 of the GRs, and inform them on where to find the FEI Protest Form on the FEI website at the following link:

<https://inside.fei.org/content/general-regs-statutes>

If the person protesting is not the appropriate person, this should be pointed out. The Ground Jury President must always be advised if a person informs a member of the Stewarding Team of an intention to protest.

10.2 Some practical advice

The facts of a case, if not already agreed, must first be established. A decision must then be reached on the agreed or proven facts. Witnesses to any incident under examination are of great importance.

Except when making a quick decision, a quiet place should be found where the proceedings will not be overheard. A courtroom atmosphere should be avoided, but order must be maintained and interruptions discouraged. Each interested party must receive a fair hearing and be allowed to state their case regarding the facts and, where necessary, the law.

Officials present during an incident may be required to give relevant evidence. Where cruelty is alleged, this must be reported to the President of the Ground Jury and the VD/VC, who should see the Horse as soon as possible.

Even if you have seen an act of cruelty take place, ask the accused person for their comments before reaching a decision.

If an incident has to be reported, do not forget the officials will need written statements from those involved and witnesses. These papers must be signed and dated (with the time noted, if possible).

Finally, while a lay person cannot expect to be a legal expert, it is important to be fair and patient, to give each party an opportunity to state their own case and ask any questions of the witnesses, to weigh the evidence (where it is disputed) and reach an impartial decision in a sporting spirit.

The following Officials must have a good knowledge of the rules:

- The President of the Ground Jury
- The Foreign Judge
- The Technical Delegate
- The Chief Steward
- The Foreign Steward
- The Veterinary Delegate/President of the Veterinary Commission

GENERAL REGULATIONS – CHAPTER VIII – THE LEGAL SYSTEM

10.3 Protests (GR Art. 161 Excerpt)

(i)

General Principles

161.1 Protests may be lodged against any person or body involved in any capacity in an International Event or otherwise subject to the jurisdiction of the FEI including for failure to observe the Statutes, GRs or Sport Rules or violation of the common principles of behaviour, fairness, or accepted standards of sportsmanship, whether occurring during or in connection with an International Event or, in the case of Abuse of Horse, at any other time.

Decisions not subject to Protest

161.2 There is no Protest against:

- (a) Decisions of the Ground Jury arising from the field of play, which are final and binding, such as, but not limited to:
- (i) where the Decision is based on a factual observation of performance during a Competition or the awarding of marks for performance;
 - (ii) whether an obstacle was knocked down; whether a Horse was disobedient; whether a Horse refused at an obstacle or knocked it down while jumping;
 - (iii) whether an Athlete or Horse has fallen;
 - (iv) whether a Horse circled in a combination or refused or ran out; (v) the time taken for the round;
 - (vi) whether an obstacle was jumped within the time; and/or (vii) whether, the particular track followed by an Athlete caused them to incur a penalty under the applicable Sport Rules.
- (b) The Elimination or Disqualification of a Horse for veterinary reasons, including non-acceptance of a Horse at a Horse Inspection unless otherwise specified;
- (c) The Elimination or Disqualification of an Athlete for medical reasons/fitness to compete;
- (d) The imposition of a Warning without additional sanctions or of a Yellow Warning Card, an Eventing Recorded Warning or an Incorrect Behaviour Card.

Protest Deadlines and Status of Decisions

- 161.3 In order for a Protest to be validly filed, the following deadlines must be complied with regardless of whether the person filing the Protest is on-site at the relevant Event or not:

Protest Concerning:	Applicable Deadline (i.e. no later than)
The eligibility of an Athlete or Horse for a specific Competition or Event	Thirty (30) minutes before the start of the relevant Competition
The condition of the Arena	Thirty (30) minutes before the start of the relevant Competition
An obstacle, or the plan or length of the course for a Jumping Competition or the obstacle Phase of a Driving Competition	Fifteen (15) minutes before the start of the Competition
The cross-country obstacles or courses in Eventing or marathon course or obstacles in Driving, or the course in Endurance	18:00 (local time) on the day before the relevant Competition
Irregularities or incidents during a Competition	Thirty (30) minutes after the announcement of the results of the relevant Competition
The results of a Competition	Thirty (30) minutes after the announcement of the results of the relevant Competition
A Challenge to the procedures followed in the application or implementation of any FEI Rule.	Thirty (30) minutes after the notification of the application or implementation of such rule

Authority to File Protests

- 161.4 Protests may only be lodged by:
- the FEI,
 - Presidents or Secretary Generals of NFs,
 - Officials,
 - Chefs d'Equipe or, if there is no Chef d'Equipe, by a Person Responsible or a Team Veterinarian responsible for Horses taking part in the Event.
- 161.5 Protests concerning an abuse of Horse may be lodged by any person or body. See Article 142 (Abuse of Horse).

Procedure for Filing a Protest

- 161.6 All Protests must be in writing, signed by an authorised person within the meaning of Article 161.4 and be accompanied by any supporting evidence, including the names of witnesses (if any).

161.7 Protests to the Ground Jury shall be presented within the applicable time limit to the President of the Ground Jury or to any member of the Ground Jury if the President is not available together with the necessary deposit.

Deposit

161.7 A deposit of CHF 150 (or the local currency equivalent) must be paid on site in order for the Ground Jury to have jurisdiction to consider the Protest.

161.8 No deposit is required for Protests claiming Horse Abuse of any nature.

161.9 If the Protest is successful, the deposit will be refunded.

161.10 If the Protest is dismissed, the deposit will not be refunded.

Protest Review by Ground Jury

161.11 Before reaching a Decision on any Protest, the Ground Jury must:

- consider if it has jurisdiction or not (see Article 161.14 below)
- examine the available evidence, whether written or oral;
- hear all the parties concerned where appropriate under the rules (and provided they are available);
and
- take into account all relevant material, in every case trying to reach a fair and equitable Decision.

161.12 In Protests involving veterinary matters during Events the President of the Veterinary Commission or the Veterinary Delegate at an Event may provide advice to the Ground Jury.

161.13 The Ground Jury may request the advice and assistance of a representative of the FEI in order to ensure the correct Protest procedures, as set out in this Article 163, are complied with.

Jurisdiction

161.14 Where one party asserts that the Ground Jury does not have jurisdiction and/or the Ground Jury itself questions its jurisdiction, the Ground Jury must consider the arguments for and against jurisdiction and render a Decision on jurisdiction prior to considering the merits of the Protest. If the Ground Jury decides that it does not have jurisdiction, it shall not proceed to consider or comment on the merits of the Protest.

Use of Video Evidence

161.15 The use of all technical assistance available including, but not limited to, official videorecordings (an official video recording is considered to be a recording made by a broadcast network or a video company hired by the OC, except where specified otherwise in the relevant Sports Rules) is permitted to assist Officials in carrying out their responsibilities under FEI rules.

161.16 For a video recording to be accepted under FEI Rules for purposes of a Protest, it must be presented within the required time period as set out in Article 161.3 above.

161.17 If the Ground Jury relies on video evidence to alter the outcome of any Competition after the results have been communicated, such video recording must contain irrefutable evidence that the original ruling or Decision was incorrect. The use of video shall always be within the confines of the applicable rules and must never by its usage alter the Rules currently in effect.

Communication of Decision

161.18 Where possible, Decisions must be notified in writing to the parties concerned.

Appeal

161.19 Decisions of the Ground Jury arising from a Protest may be appealed to the FEI Tribunal according to the process set out in Article 162.3. Decisions covered by Article 161.2 are final and may not be appealed to the FEI Tribunal.

10.4 Appeals (GR Art. 162 Excerpt)

General Principles

- 162.1 An Appeal may be lodged by any person or body with a legitimate interest against any Decision made by any person or body authorised under the Statutes, GRs or Sport Rules, provided it is admissible (see Article 162.2 below):
- (a) With the FEI Tribunal against Decisions of the Ground Jury or any other person or body.
 - (b) With the CAS against Decisions by the FEI Tribunal. The person or body lodging such Appeal shall inform the FEI Legal Department.

Admissibility of Appeals

- 162.2 An Appeal is not admissible:
- (a) Against Decisions by the Ground Jury in cases covered by Article 161.2;
 - (b) Against Decisions made by the FEI Tribunal on Appeals arising from Decisions made by the Ground Jury.

Process for Filing an Appeal against a Ground Jury Decision

- 162.3 Appeals to the FEI Tribunal against a decision of the Ground Jury arising from a Protest must be in writing, signed and accompanied by supporting evidence in writing or by the presence of one or more witnesses and must reach the FEI Tribunal no later than fourteen (14) days after the end of the Event.
- 162.4 A deposit to the FEI of the equivalent of CHF 500 must be paid in order for the Appeal to be admissible.

Process for Filing an Appeal against other FEI Decisions

- 162.5 Appeals to the FEI Tribunal against other FEI Decisions (i.e. other than an Appeal against a Decision arising from a Protest) must be dispatched to the FEI Tribunal (fei.tribunal@fei.org) and signed by the appellant or their authorised agent and accompanied by supporting evidence in writing or by the presence of one or more witnesses at a designated hearing and must reach the FEI Tribunal within twenty one (21) days of the date on which the notification of the earlier Decision was sent.
- 162.6 A deposit to the FEI of the equivalent of CHF 500 must be paid in order for the Appeal to be admissible.

Process for Filing an Appeal to CAS

- 162.7 Appeals to the CAS together with supporting documents must be dispatched to the CAS Secretariat pursuant to the Procedural Rules of the CAS Code of Sports-related Arbitration so as to reach the CAS within twenty-one (21) days of the date on which the notification of the FEI Tribunal Decision was sent to the National Federation of the Person Responsible.
- 162.8 Cross appeals and other subsequent appeals by any respondent named in cases brought to CAS under the FEI Rules and Regulations are specifically permitted. Any party with a right to appeal to CAS must file a cross appeal or subsequent appeal at the latest with its answer.

10.5 Sanctions (GR Art. 164 Excerpt)

Types of Sanctions

- 164.1 The Sanction(s) imposed in any given case can consist of any of the Sanctions set out in Articles 164.2 – 164.10 below. The level of the Sanction shall be decided according to the guidelines mentioned in Article 164.13 of the GRs and to the circumstances of the case.
- 164.2 Warning
An oral or written warning is appropriate in cases of minor violations committed unintentionally and without significant consequences. In the discipline of Eventing, a Recorded Warning may be issued for certain rule violations. If the same Person Responsible receives three Recorded Warning within a 2 year

(24 month) period, the Person Responsible shall be automatically suspended for a period of two (2) months after official notification from, or on behalf of, the FEI Secretary General.

164.3 Yellow Warning Card

- (a) A Yellow Warning Card may be issued to a Person Responsible by the President of the Ground Jury, the Chief Steward or the Technical Delegate during the Period of the Event for the following offences:
- Abuse of Horse
 - Incorrect Behaviour by the Person Responsible and/or Incorrect Behaviour by a member of their entourage. For the purpose of this article, the term "entourage" shall mean the Person Responsible's parent, spouse or partner, family member, coach, trainer, groom, crew or other person directly connected with the Person Responsible and includes the owner(s) of the Person Responsible's Horse.
 - Non-compliance with applicable Sport Rules
 - Non-compliance with Protective Headgear Rules
- (b) The Yellow Warning Card may be delivered either by hand or by any other suitable means. If after reasonable efforts the Person Responsible cannot be notified during the Period of the Event that they have received a Yellow Warning Card, the Person Responsible must be notified in writing within fourteen (14) days of the Event.
- (c) A Yellow Warning Card may be issued in addition to any other Sanction(s) that may be issued in accordance with these GRs and/or the relevant Sport Rules.
- (d) If the same Person Responsible receives one (1) or more Yellow Warning Card(s) at the same or any other International Event within one year of the delivery of the first Yellow Warning Card, the Person Responsible shall be automatically suspended for a period of two (2) months after official notification from, or on behalf of, the FEI Secretary General.

164.4 Incorrect Behaviour Card

- (a) In the discipline of Endurance the President of the Ground Jury, the Chief Steward or the Technical Delegate may issue an Incorrect Behaviour Card to an Athlete or Trainer for Incorrect Behaviour. An Incorrect Behaviour Card will result in 100 penalty points, Disqualification, and a suspension of two-months.

164.5 Fine

- (a) A fine is appropriate particularly in cases where the offender has acted negligently.
- (b) All fines imposed under the Legal System are due to the FEI. They must not be paid to the OC or any other body but must be paid to the FEI on receipt of a demand.
- (c) Where a fine is imposed on an individual the FEI may issue the corresponding invoice to either:
- that individual's National Federation and it shall be the responsibility of the National Federation to ensure the payment of the fine within the relevant deadline; or
 - to the individual directly.
- (d) Any person who has not paid a fine within thirty (30) days of receiving a demand for payment will be automatically suspended until the fine is paid in full. If Fines are not paid within ninety (90) days from the date of issue, interest will automatically be charged at the end of each month at the rate of 10% p.a. If fines are inadvertently paid to the OC or any other person such fines shall be remitted to the FEI.

164.6 Disqualification

- (a) Disqualification is appropriate when it is specified in the Statutes, GRs or Sport Rules, or if the circumstances require an immediate action. Disqualification from the Competition or Event may be retroactive.
- (b) Disqualification from a Competition means that the Athlete and/or Horse(s) concerned - even should they change ownership are removed from the list of starters and the classification and includes the forfeiture of prize money won in that particular Competition.

- (c) Disqualification from an Event means that the Athlete and/or Horse(s) - even should they change ownership - may take no further part in that Event and it may include (in addition to what is mandated under paragraph 4.1.) the forfeiture of any prize money won in previous Competitions at that Event where provided for in the Statutes, GRs or Sport Rules.

164.7 Suspension

- (a) During the period of a Suspension the person, Horse or body suspended may take no part in Competitions or Events as an Athlete, Horse or Official or in the organisation of, any Event under the jurisdiction of the FEI or any Event under the jurisdiction of an NF in accordance with the Statutes or in any FEI related activity (e.g. FEI courses, meetings, General Assembly etc.).
- (b) If so specified in the relevant Notification/Decision, the person may be barred temporarily or for a specific period of time from participating in or attending, in any capacity, including as a spectator, any Competition or Event that is authorised or organised by the FEI or any National Federation.
- (c) The Suspension may be provisional or final and may be imposed on such terms and subject to conditions as the FEI Tribunal, the FEI Headquarters or the FEI Secretary General, as the case may be, may impose. In certain cases a Provisional or Final Suspension may be automatic under the Statutes, GRs or Sport Rules.
- (d) As a general principle, a Suspension will start as of the date of notification of the Suspension. However, the body imposing or applying the Suspension may postpone the start date of the Suspension in order to ensure the effectiveness of the Suspension.
- (e) Where a Person who has been Suspended or whose Horse has been Suspended violated the prohibition against participation or attendance during the Suspension, the results of any such participation shall be Disqualified and a new period of Suspension equal in length to the original period of Suspension shall be added to the end of the original period of Suspension. The new period of Suspension may be adjusted based on the Person's degree of Fault or other circumstances of the case. In addition, further sanctions may be imposed if appropriate. The determination of whether any Person has violated the prohibition against participation or attendance, and whether an adjustment shall be made by the FEI Tribunal. This Decision may be appealed as per the FEI General Regulations.

A person or a Horse who violated the prohibition against participation during a Provisional Suspension shall receive no credit for any period of Provisional Suspension served and the results of such participation shall be Disqualified.

164.8 Removal of an Official from an Event

164.9 Removal of an Official from the FEI List of Officials

164.10 Demotion of an Official

11. REPORT AND FOLLOW-UP

a. Reports (GR Art. 166)

1. Officials are required to send Reports to the relevant Sports Department at the conclusion of Events, in accordance with the GRs and the applicable Sport Rules. Matters giving rise to Protests must be included in such Reports.
2. Where an Official has failed to return the Report(s) within the designated time and without a valid reason, the Official shall be sanctioned by the FEI, first with a Warning (with a copy to the Official's NF) and then by a Suspension until the outstanding Report(s) has been provided to the FEI or such other Sanction as the FEI deems appropriate in the circumstances.

b. After the Competition

The Chief Steward must complete the online Chief Steward Report form and submit it to the FEI as soon as possible after the Event, with copy to the Event's OC, NF, and Steward General. For Events where the Chief Steward is required to complete the online Event Classification System (ECS) report, it is not necessary to also complete and submit the standard online Chief Steward Report. Details about any unusual incidents must be included in reports.

Communicate to the OC any points which need improving for the following year.

c. FEI Checklist for Chief Stewards**I Administration**

- Do you have the names of the other Officials?
- Do you have written information for the Athletes?
- Will the Information/Message Board give instructions in English and in the language of the host country? (General Map or Area, practice arenas, time-schedules, important telephone numbers, starting lists, results, attribution of boxes).
- Are distinctive stable badges and access passes distributed?
- Are telephone lists available?
- Are letter boxes (pigeon holes) for Chefs d'Equipe installed?
- Is there a list of all Horses entered available (master-list)?
- Are Event ID Numbers ready to deliver to the grooms at the arrival examination?

II Logistics

Is the following satisfactory?

- Accommodation for grooms (outside stables)
- Accommodation for your Assistant Stewards
- Meals for your Assistant Stewards
- Availability of drinking water for the Assistant Stewards
- Availability of walkie-talkie radios, or telephones provided for you and your Assistants
- Is there a Steward's Office (near to the entrance/exit of the stables; fully equipped)?

III Medical and Veterinary Services

- Are ambulances, a medical service/medical doctor and a veterinarian available during training?
- Is a treating Veterinarian available 24 hours/day?
- Are isolation boxes available?
- Is there a specific place (e.g. clinic) organised for Vet treatments; have the Vets been informed of the location?
- Is there an adequate number of treatment boxes?
- Are there two separate boxes prepared for EADCMP (in a quiet place)?
- Are the EADCMP facilities ready (office, fridge, table, chair ...)

IV Stables

- Is there close cooperation with the stable manager?
- Are the trucks, lorries and vans outside the stables enclosure?
- Is the Stable Area properly fenced-off (Restricted Area)?
- Are the boxes safe and at least the minimum required size?
- Is there a list of stabled Horses?
- Are the boxes numbered and labelled accordingly (Stall Information Card)?
- Are the stables well ventilated?
- Is 24 hour security organised and well-informed?
- Is the 'Night Control in Stables form (Ann. VIII) available?
- Are the water supply points and showers sufficient?
- Is the electricity working?
- Is a Horse Watch service for the night organised?
- Do the stables have enough fire-fighting equipment?
- Are there designated smoking areas outside the stables?
- Is there a special time and plan for grazing published?
- Is a farrier readily available?
- Is the passageway sufficiently wide?
- Are the stables equipped with working lights and sufficiently well-lit?
- Is the electric cabling out of the reach of Horses?

V Horse Examinations and Inspections

- Are the Event ID numbers readily available?
- The site for the Horse Inspection:
 - Is it flat?
 - Is the ground firm?
 - Is it a non-slippery surface?
- Are there enough Stewards to help?
- Is the Holding Box area satisfactory?
- Are starting-lists, table, passports, loudspeaker system, manure collector organised?
- Is there enough room for the spectators?
- Are spectators/owners kept away from the inspecting panel?

VI Practice Arenas

- Is there enough schooling space?
- Is lunging on a separate place or at special times?
- Are sufficient Stewards available for the daily schooling times?
- Is there a timetable for schooling?
- Is the ground maintained?
- Are the arenas numbered?
- Are the Stewards briefed?
- Are there shelters for the Stewards in adverse weather conditions?

- Has a meeting with the VD to discuss possible role of Stewarding Team if required for deployment of Horse Ambulance been organised?
- Medical services:
 - Has a meeting to discuss procedure in case of accidents been organised?
- Are screens available close to the practice arena(s)?

VII Warm Up

- Are there sufficient spare obstacle material and (safety) cups?
- Are starting lists and course plans available before the start of the competition?
- How is the competition flow being organised? Should the Stewards help? (if YES, are there still enough Stewards?)
- Are the lunging/flatwork/jumping areas separated?
- Is a farrier readily available next to the warm-up during competitions?
- Is ground maintenance organised?
- Is there contact between the GJ and the Chief Steward?
- Is the prize-giving organised with GJ and OC?

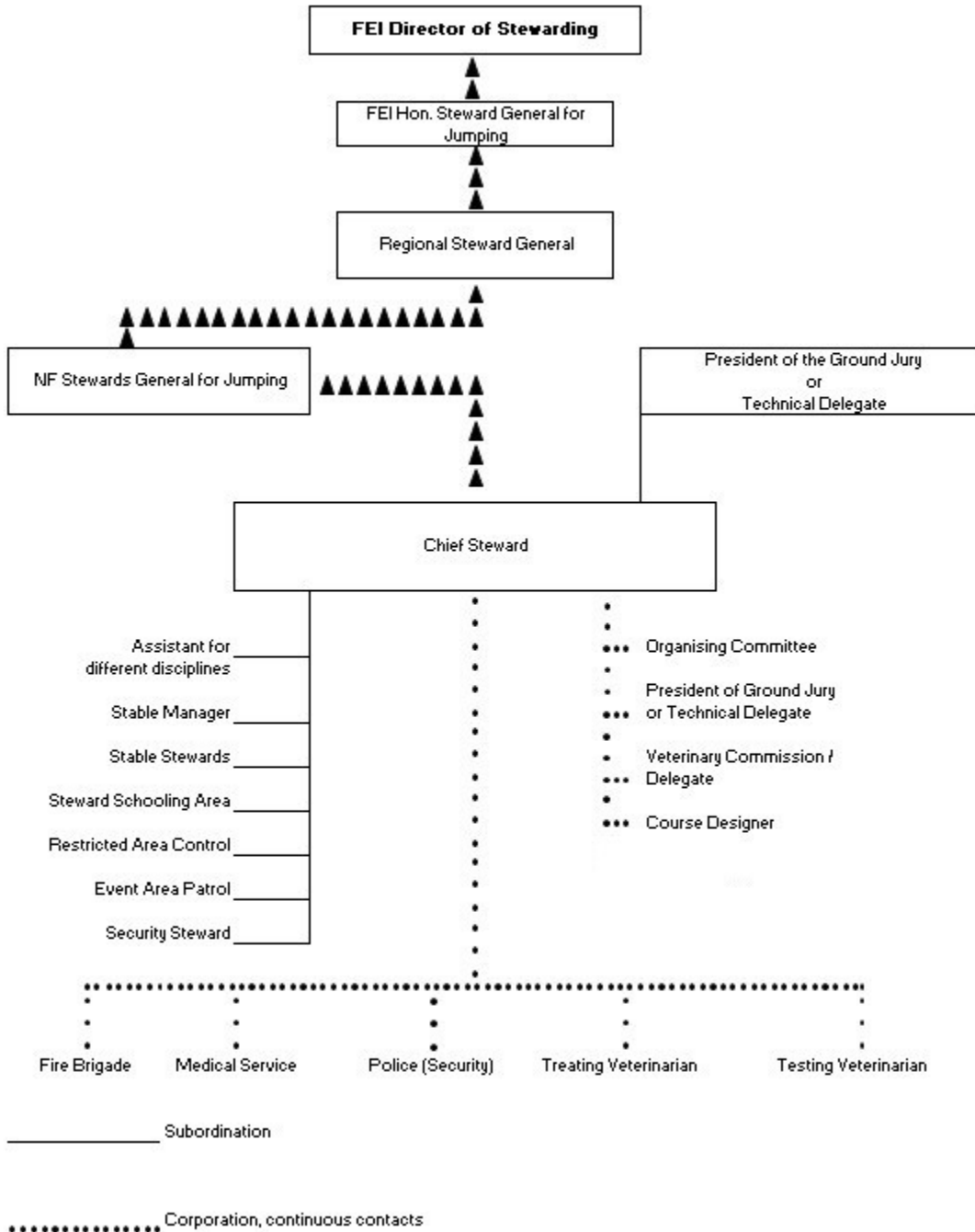
ANNEX I – THE CHIEF STEWARD REPORT

Information on the online Chief Steward Report can be found using the following link:

<http://www.fei.org/fei/your-role/officials/jumping/officials-reports>

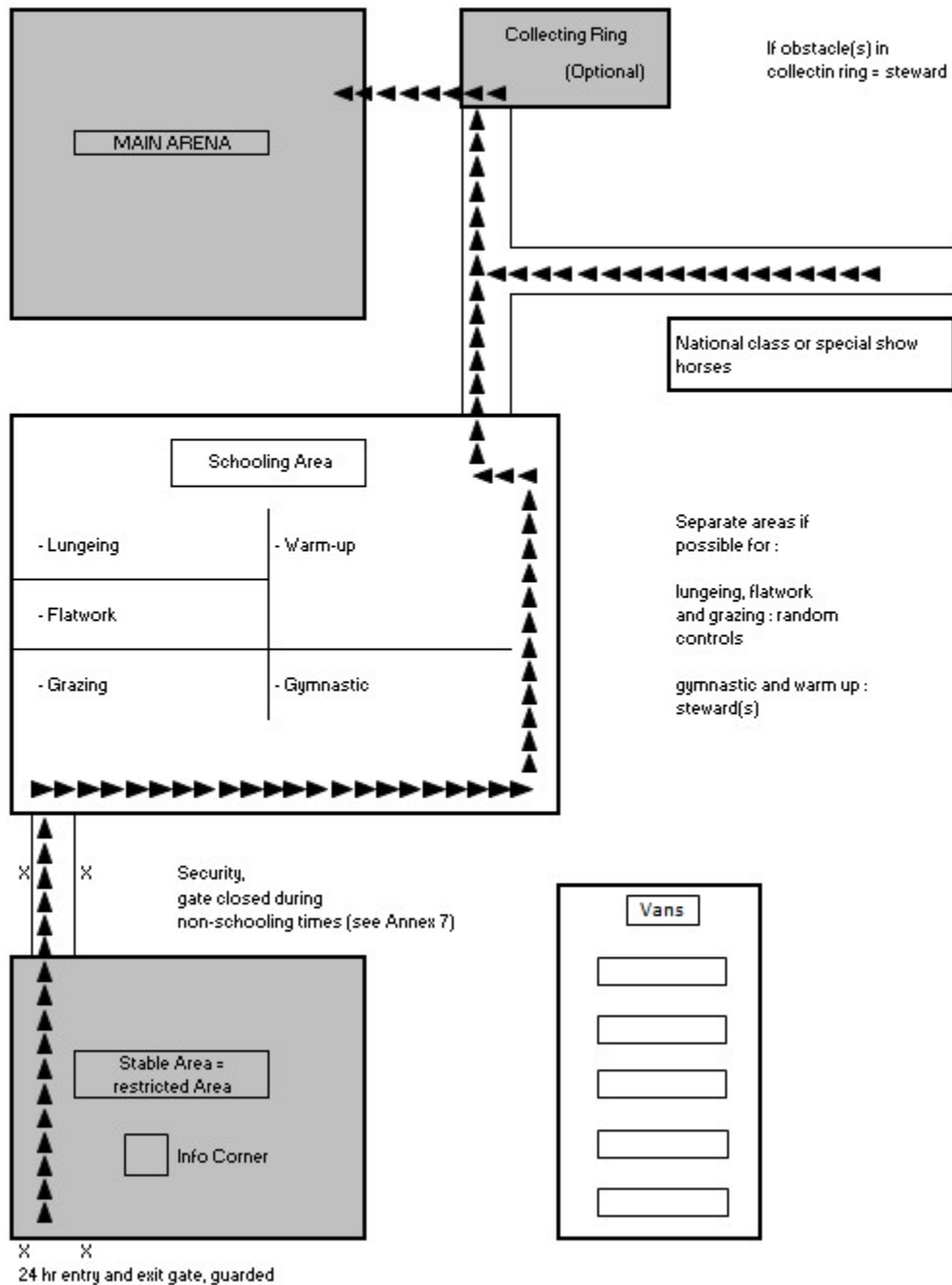
ANNEX II – THE POSITION OF THE CHIEF STEWARD

THE POSITION OF CHIEF STEWARD



ANNEX III – SITE LAYOUT

SITE LAYOUT
(example)



ANNEX IV – EXERCISE AREAS TIMETABLE

Example

UPDATED	Thursday 29 November			Friday 30 November			Saturday 1 December			Sunday 2 December			
	0500 Stables open			0500 Stables open			0500 Stables open			0500 Stables open			
	Main arena	Warm up	Stables	Main arena	Warm up	Stables	Main arena	Warm up	Stables	Main arena	Warm up	Stables	
05:30-05:45				05:30-05:45			05:30-05:45			05:30-05:45			05:30-05:45
05:45-06:00				05:45-06:00	Closed	Closed	05:45-06:00	Closed	Closed	05:45-06:00	Closed	Closed	05:45-06:00
06:00-06:15	Closed	Closed	Closed	06:00-06:15			06:00-06:15			06:00-06:15			06:00-06:15
06:15-06:30				06:15-06:30			06:15-06:30			06:15-06:30			06:15-06:30
06:30-06:45				06:30-06:45			06:30-06:45			06:30-06:45			06:30-06:45
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07:30-07:45				07:30-07:45			07:30-07:45			07:30-07:45			07:30-07:45
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22:45-23:00				22:45-23:00			22:45-23:00			22:45-23:00			22:45-23:00

IMPORTANT!!
 1. Please check daily if training times have been revised.
 2. 5* lunging booking sheets are at the Stable Manager's office
 3. Maximum 2 horses lunging at same time
 4. No lunging + hand-walking or riding at same time
 5. Class times are subject to change and will be published each day by the Show Office and on the start lists

Remarks

An overview of the training/warm-up timetable for the entire Event should always be distributed, but make it clear that there is a possibility of updates on a daily basis.

Indication of footing breaks should always be included in timetables.

It is important to liaise with the person responsible for any displays or shows that might be planned in order to ensure that they are also allocated exercise times, and that they do not enter the warm-up arena or any other arena while it is being used by competition Horses either during training or classes.

ANNEX V – WORK SHEET

(example with 2 different exercise areas)

Date _____
 Briefing for group leaders at _____

Work / Steward	Group A	Group B	Group C	Group D	Group E
Horse Inspection	10-12.30 14-15.30				
Area A		7-19			
Area B			7-19		
Stables				24 hours	
Random					6-21

Group B and C

Time / Steward	Steward A Steward F	Steward B Steward G	Steward C Steward H	Steward D Steward I	Steward E Steward J
7 - 9	X				
9 - 11		X			
11 - 13			X		
13 - 15	X				
15 - 17				X	
17 -19					X

Group A: Steward K and Steward L

Group D: Steward M & Security 6 – end of competition, Steward N and Steward O by night

Group E: Steward P: 06-13, Steward Q: 13-21

ANNEX VI (PART I) – JUMPING IN EXERCISE / SCHOOLING AREAS

It is important to remember that all exercise areas are different in size, type of footing and jump material provided. Furthermore, the ability of Horse and rider must always be taken into consideration when deciding what is permitted and not permitted during preparation. Athletes are fully responsible for any jump taken by their Horse and any action deemed not in the best interest of the Horse must not be allowed.

Arena, Schooling Areas and Practice Obstacles (JRs Art. 201)

1. Practice Obstacles

Within the schooling area, the OC must provide a minimum of one vertical and one spread obstacle. The ground has to be in a proper condition for the training of Horses. If there are many Athletes and there is sufficient space, additional obstacles should be provided. All obstacles must be constructed and flagged according to the rules. The schooling area should be large enough to provide sufficient room for the training of all Horses due to start within 30 minutes (20 competitors). Too much space should be avoided as this may lead to reduced control.

- 1.1 The use of obstacle material not provided by the OC is forbidden under Penalty of Disqualification and/or Fine (JRs Art. 242.2.6 and 240.2.5). The use of personal material limited to water trays or simulation water trays may be requested. Any such material must initially receive the authorization of the Chief Steward and subsequently be approved in writing by the OC prior to its use. Such material must be made available to all Athletes participating in the Competition in question from at least 45 minutes before the start of that Competition until the last Horse in that Competition has left the warm up. The above is permitted only if at least three obstacles are provided by the OC.
- 1.2 Obstacles may only be jumped in the direction for which they are flagged. Flags may not be interchanged without the permission of the Chief Steward.
- 1.3 Poles must be:
 - In cups at both ends (horizontal or diagonal);
 - In a cup at one end and the other on the ground (diagonal);
 - Completely on the ground.
- 1.4 No part of the practice obstacles may be physically held or touched by any person.
- 1.5 Poles must be able to fall easily when hit.
- 1.6 If a pole is placed on the lip of a cup it must be placed on the far side of the cup. It is also possible to place a pole on the top of the part of a cup that is inserted into the wings (reference Annex VI Supplement for more information). Both of these actions are also allowed at the front pole of a spread obstacle only if it does not cause the front pole to be higher than the back pole (i.e. offset). However, the back pole of a spread obstacle may **only** be placed on the back lip of a cup, **not** on the part of the cup inserted into the wing.
- 1.7 Ground-lines are not compulsory. However, if they are used they must be placed either directly underneath the first part of the obstacle or up to 1.00m away on the take-off side. If there is a ground line on the take-off side of a vertical obstacle, a ground line may be placed on the landing side of the obstacle at an equal distance up to a maximum of 1.00m. A ground line may never be used on the landing side of a spread obstacle.
- 1.8 Any obstacles 1.30m or higher must have a minimum of two poles on the take-off side of the obstacle, regardless of whether or not a ground line is used. The lower pole(s) must always be below 1.30m. One end of the lower pole of a practice obstacle must be in a cup. The other end may rest on the ground.
- 1.9 If crossed poles are used as the top part of an obstacle:
 - They must be able to fall individually;
 - The top ends of the poles cannot be higher than 1.30m and must rest in cups;
 - If a horizontal top pole is placed behind the crossed poles to create a spread obstacle, this pole must be at least 20cm higher than the centre of the crossed poles and must be lower than 1.30m.

- 1.10 It is not permitted to walk Horses over poles when these are elevated or placed in cups at one or both ends. Walking, trotting or cantering over one or a line of poles lying flat on the ground is permitted.
- 1.11 No more than one pole is permitted on the back of a spread.
- 1.12 If there is enough space, placing poles may be used and placed on the ground not closer than 2.50m on the take-off side of a vertical not exceeding 1.30m in height. A placing pole may be used on the landing side not closer than 2.50m when the obstacle is jumped at the trot or 3.00m if at the canter. No placing poles may be used with oxers, either on the take-off side, or on the landing side.
- NB: Any pole placed approximately 6.00m or more from an obstacle on either side or on both sides is not considered a placing pole and is therefore allowed to be used with verticals and oxers.
- 1.13 Swedish oxers are not permitted.
- 1.14 The OC may provide material to simulate a water ditch such as a Liverpool. If a Liverpool is supplied:
- The front of the Liverpool may not be behind the front plane of the obstacle;
 - The back of the Liverpool may not exceed the front plane of the obstacle;
 - If used at a spread the front of the Liverpool may not be more than 1.00m in front of the obstacle.
- 1.15 Nothing (i.e. blankets or towels) may be laid over an obstacle.
- 1.16 For competitions where the maximum obstacle height is 1.40m or less, the obstacles in the practice arena may not exceed in height and width ten centimeters more than the actual maximum height and width of the obstacles in the competition in progress. If the obstacle height of the competition in progress is greater than 1.40m, the obstacles in the practice arena may not exceed 1.65m in height and 1.80m in width.
- 1.17 If there is enough space, one or two guiding poles may be used in the practice arena on a vertical obstacle not exceeding 1.30m in height. Guiding poles must not rest on the top pole of the obstacle. If two poles are used, they may be placed diagonally towards the centre of the obstacle or at a 90° angle to the obstacle on each side. If one pole is used, it must be placed at a 90° angle to the obstacle and not more than 1/3 toward the centre of the obstacle.

2. Gymnastic Training

In addition to training over obstacles as per paragraphs 1.2-1.17 above:

- 2.1 Athletes may train their Horses in gymnastic exercises but obstacles used for this purpose may not exceed 1.30m in height. Athletes using such obstacles must not violate the rules against rapping (JRs Art. 243.2.1).
- 2.2 Whenever possible provision should be made for Athletes to exercise and train in the presence of a steward for several hours in the morning. Athletes may change obstacles providing JRs Art. 201.4, 201.5 and 201.6 are not contravened.
- 2.3 If space and available obstacle material allows and safety conditions permit, combinations maybe built using correct distances. Bounce obstacles (a line of obstacles in succession without a stride in between) may only be used with verticals and may not consist of more than three obstacles with a height not exceeding 1.00m; minimum distance between bounce obstacles is 2.50m, maximum distance is 3.00m.

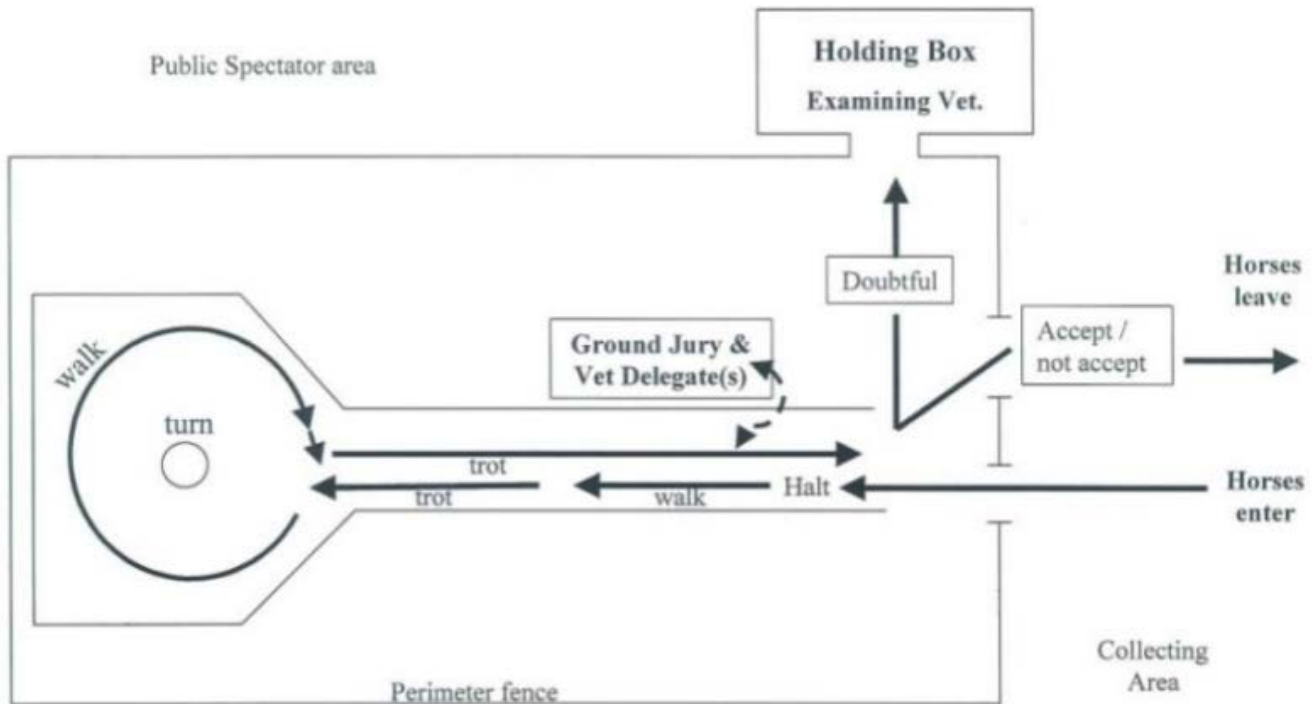
3. Collecting ring

At Events where a small collecting ring adjoining the Competition arena is used, for safety reasons, not more than the next four Horses to enter the arena should be permitted to work there at any one time. Both the main practice area and the collecting ring must always be stewarded when in use.

ANNEX VI (PART II) – JUMPING IN PRACTICE ARENAS

For further reference please refer to the **Annex VI Supplement**:
<http://www.fei.org/fei/regulations/stewards-manual>

ANNEX VII – THE HORSE INSPECTION



ANNEX IX – STABLE INFORMATION CA

STABLE INFORMATION CARD

Name of Horse:
.....

ID # of Horse:
.....

Gender of Horse:
.....

Name of Person Responsible:
.....

Telephone Number:
.....

Name of Groom:
.....

Telephone Number:
.....

Name of Chef d'Equipe:
.....

Telephone Number:
.....

ANNEX X – STABLE SECURITY AND STEWARDING AT INTERNATIONAL EVENTS

Article 1008 Stables

I. Stable Area Requirements

1. Stables/ loose boxes must be provided within the Event venue and be at least 3m x 3m. An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses. The stables must be of high quality and well-constructed to provide a safe environment for the Horse.
2. A minimum of two stables of at least 3x3m, labelled as 'Testing Boxes' must be provided in a safe and quiet area. They must be secured after having been appropriately cleaned. For Competitions in which there are fewer than 10 Horses entered, it is acceptable to provide only one Testing Box. They must contain clean bedding and it must be possible to observe the Horse being sampled from outside the Testing Box. If the Testing Boxes are constructed on grass, a rubber matting floor must be installed. Additional Testing Boxes may be requested by the Testing Veterinarian or FEI Veterinary Department.
3. A minimum of two clean stables of at least 3x3m, labelled as 'Treatment Boxes'. They must be provided in an easily accessible location and separated with a solid partition from individual stables or be located in a veterinary treatment centre. The number of Treatment Boxes must be determined by the VD and VSM, based on the number of entries and the Discipline in question. Additional Treatment Boxes may be requested by FEI Veterinary Department. Treatment Boxes must be easy to clean, available at all times when the stables are open and must not be used for EADCM sampling. OCs must have a minimum of two Treatment Boxes available free of charge but may charge a fee for access to more advanced/equipped veterinary facilities e.g. stocks, radiography room.
4. Isolation Stables must be provided, in a secure location and must not be in the same stabling or same airspace as non-isolate Horses. The Isolation Stables must be separated by at least 50 metres away from any flow of horses at both indoor and outdoor Events. There must be a minimum of two Isolation stables provided and one additional Isolation Stable for every 100 Horses and all Events must have a plan for overflow Isolation Stables. Isolation Stables must not be used for any other purposes and disposable boot covers, disposable or washable coveralls, water, liquid soap, paper towels and hand sanitiser must be available at the entry/exit.
5. The stables area and all stables must be cleaned, disinfected and sealed before the arrival of Horses, ensuring they are free of contamination and disease vectors.
6. The stables area must adhere to biosecurity requirements as described in Article 1029 and, include the following facilities:
 - a) adequate lighting, safe electrical points throughout the stables;
 - b) adequate ventilation
 - c) fresh, dust-free straw, wood shavings and/or paper bedding;
 - d) good quality, clean water and feed;
 - e) fire precautions and a stables evacuation plan;
 - f) sufficient number of Horse wash down facilities, so that Horses do not wait more than 10 minutes to be washed; and
 - g) space between stables for Horse/ Athlete equipment and to allow the safe movement of Horses around the stable areas.

II. Enclosures (also known as 'yards') *

7. Enclosures may be provided at FEI Events in exceptional circumstances.
8. Only one Horse should occupy each individual enclosure.
9. Each enclosure must adhere to the following requirements:
 - a) a minimum size of 3m x 3m;

- b) solid and safe designed for the safety of the Horses;
- c) adequate electrical points must be available in the vicinity of the enclosures;
- d) adequate shade must be provided;
- e) fire precautions and evacuation plans, including a safe area for evacuation in the incident of any such emergency;
- f) adequate Horse wash down facility, so that Horses do not wait more than 10 minutes to be washed;
- g) adequate space between rows of enclosures/yards for Horses/Athlete equipment and to allow the safe movement of Horses around the enclosure areas; and
- h) consideration is to be given to the safety of housing stallions in enclosures.

***Note:** The provisions of this Article 1008 II (Enclosures) shall only apply as “best practice” guidelines as of 1 January 2019. Compliance with these provisions will only become mandatory as of 1 January 2020.

III. Minimum Stabling Requirements for Horses during an Event

10. All Events must comply with the following stabling requirements except for Events held over 1 day in all Disciplines and CCI1*-S, CCI2*-S and CCI3*-S, CAI1*, CAI2* and CAI3* events (except for CAI3* World Cup Qualifiers) and CEI* and CEI2* Events

- a) a designated stables area must be provided for Horses within the Event venue and must be demarcated as determined by the VC/VD;
- b) the designated stables area will be subject to 24 hour supervision by Stewards;
- c) only authorised persons authorised, as described in Article 1009, are allowed within the stables area.

A derogation may be given by the FEI Veterinary Department to allow Horses competing in CCI4*-S Events, to be stabled away from the Event venue. The Horse's location must be recorded in the FEI HorseApp to permit stewarding and EADCM testing at the location in which the Horse is stabled.

11. The following stabling arrangements for Horses must be implemented:

- a) unvaccinated Horses are not permitted into the FEI stables area;
- b) Horses that are not vaccinated against Equine Influenza, in accordance with Article 1003 (e.g. Horses competing in national classes that are running at the same Event venue) must be stabled separately and away from vaccinated Horses; and
- c) where possible, Horses from the same country must be stabled together and stable blocks should be assigned according to the Horses' region of origin (e.g. separate blocks of Horses from the EU, North America, Australia/ New Zealand etc.).

12. No Horse may be stabled overnight inside a truck or trailer. Only the Technical Delegate in consultation with the Chief Steward and the Veterinary Delegate may grant exceptions in extreme circumstances. Granted exceptions must be reported to the FEI Veterinary Department.

IV. Stable Security

13. Stable security as described below is required at all Events, with the following exceptions:

Dressage: CDI1*, CDI2*, CDICH, CDI-P, CDI-J, CDI-Y, CDI-YH and CDI3* outside Europe

Driving: CAI 1*, CAI 2* and CAI3*

Endurance: CEI1*, CEI2* and CEI3*

Eventing: CCI2*, CCI1* and all CCI short format competitions

Para Equestrian Dressage: All CPEDI except Championships and Games

Vaulting: CVI 1*, CVI 2*, CVI 3* CVI-Ch and CVI-J

14. All Horses participating in an Event that requires stable security must be stabled within a completely restricted stables area, consisting of the following minimum requirements:

- a) 24 hour security system;
- b) a system to check the entry and exit of all Horses and the accreditation required by all personnel entering the stables; and
- c) a system using a suitable “sign in” sheet to record the entry and exit of persons into the stables outside of stated working hours (e.g. overnight).

15. The restrictive perimeter around the stable area must prevent the entrance of unauthorised persons and the uncontrolled exit of Horses.
16. The stables area must include only stables, Testing Boxes and Treatment Boxes; lorries, caravans, and other vehicles must not be permitted within the stables area.
17. A CCTV system may be deployed by the FEI at some Events.
18. Athletes and/or NFs are permitted to install and use their own camera monitoring systems within the Event stables area for the sole purpose of monitoring their Horse(s), provided that they have submitted their request to the FEI for approval. Any such use of camera monitoring systems must comply with the FEI's protocol.
19. Failure of the OC to provide adequate stable security shall not be a defence to any violation brought under the EADCMRs.

Article 1009 Access to Restricted Areas

1. Accreditation is provided by the OC for admission to all restricted areas, including all stables areas, training areas, paddocks, collecting rings and arenas during an Event.

Provision of accreditation to restricted areas must be specific, in accordance with the GRs (Article 132), limited and only provided to those persons directly involved in the competition, including support personnel (grooms, PTVs, coaches etc.), NHVs, all appointed Veterinary Officials, Testing Technicians and essential FEI Headquarters staff.

2. Any person accepting accreditation to enter the stables area will by virtue of that acceptance agree to abide by all applicable FEI rules and regulations.
3. Any other person requesting access to restricted areas may be authorised by the VC/ VD, OC or FEI Veterinary Department and must be under supervision when present within these areas.

Article 1019 Stewards' Role

1. Stewards support and safeguard the welfare of the Horses and Athletes. They must prevent any form of illegal practice that may jeopardise Horse welfare and/or disrupt fair play.
2. VR violations witnessed must be immediately reported to the VD and/or GJ through the Chief Steward where possible.
3. For each Discipline, the Stewarding Manuals and their Annexes set forth the specific stewarding requirements applicable to Events in that Discipline.

Article 1020 Stables Areas

1. At each entrance to the stables area where stable security is required, the accreditation of persons entering and leaving must be checked.
2. Smoking is not permitted in the stables area except in designated smoking areas.
3. At least one Steward, must be present or in the vicinity of the stables area 24 hours a day throughout the Period of the Event.
4. Stewards must regularly monitor the stables area, without establishing a predetermined pattern, to discourage rule violations of any nature, especially abuses of Horses.
5. A night access list must be used to identify all persons entering the stables at night and their reasons for doing so. An adequate number of night Stewards must be provided to escort persons throughout the stables.

6. Grooms sleeping in lorries within the restricted access area must register their presence with a Steward and must be accompanied by a Steward if required to enter the stable area at night.
7. Grooms, or other persons, are not permitted to sleep within the stable area, unless by exceptional authorisation by the Chief Steward and VD.
8. Horses must not be schooled in the stable block.
9. Horses stabled at facilities away from the Event venue are subject to 24 hour stewarding as for those stabled on-site.

Article 1021 Practice, Exercise, Warm –up and Grazing Areas

1. Practice arenas must be fully stewarded at all times when they are officially open and be subject to random controls when they are officially closed.
2. Horses competing in FEI Events must be given priority access to practice arenas over accompanying Horses.
3. Movement of Horses between the stables, grazing areas, practice arenas and main arena must be strictly controlled by Stewards.
4. When a grazing area is provided, it is subject to random control by Stewards.
5. Horses must only be grazed or walked in hand in the grazing area.

Article 1022 Horse Inspections

1. Stewards must steward Horses, to ensure the safety and efficiency of the Horse Inspection. Stewards must accompany Horses to the Holding Box.

Article 1023 Tack and Boot Checks

1. Stewards are responsible for ensuring tack and boot checks are conducted as described in Articles 1046 and 1047 and in accordance with the Code of Conduct for the Welfare of the Horse.
2. At least two Stewards perform boot checks.

Article 1024 Veterinary Medication and Supportive Therapies

1. Stewards may request to see FEI Veterinarians' ID card and authorised Veterinary Form, as described in Articles 1061 and 1100, for any veterinarian administering treatments to a Horse.
2. Stewards may also request to see FEI Permitted Equine Therapists' ID card and verify the supportive therapy they are carrying out against their Permitted Equine Therapists' Registration Form for that Event.
3. Stewards may carry out checks to ensure that only Permitted Equine Therapists are carrying out Restricted Supportive Therapies.
4. Designated Treatment Boxes are subject to intermittent monitoring by Stewards.

Article 1026 EADCM Sampling

1. Stewards may be appointed by Testing Veterinarians to:
 - a) notify the PR that the Horse is to be tested; and/or
 - b) chaperone the Horse to the Testing Box.

Pony Measuring

During the Transition Period (1 January 2020 – 31 December 2022) the FEI will carry out measuring in competition according to the procedure set out in Chapter IX Art. 1082-1088 of the Veterinary Regulations and only at the following FEI Events:

- FEI European Pony Championships
- FEI Jumping Nations Cup™ Youth (Ponies) Final ; and
- FEI Jumping Ponies' Trophy Final

1. Suitable Stewarding must be provided for Pony Measuring, as required in the VRs.
2. A minimum of three Stewards must be appointed to facilitate the Pony Measuring procedure and ensure the safety of all participants. This includes and is not limited to: ensuring the efficient movement of Ponies into and out of the Measuring Area, assisting with identification, ensuring the Measuring Area does not become unnecessarily crowded and observing the Ponies in the lunging / riding area.
3. Stewards must ensure that no more than two people accompany the Pony during measuring.
4. Ponies awaiting Second Measurement must be observed by Stewards.

ANNEX XI – BANDAGE AND TACK CONTROL DURING FEI EVENTS

(Please refer to Annex XVI – Stewards' Protocol for handling cases of blood on a Horse's flank(s) and/or marks indicating excessive use of the spur(s))

Article 1046 Bandages and Tack

1. In addition to these VRs, the prohibitions and requirements regarding specific types of tack are also regulated according to the various Sport Rules.
2. The FVD/VD may be required to advise on health and welfare matters concerning tack.
3. The following items of tack are prohibited for use at any time during the Period of the Event:
 - a) tongue ties
 - b) mouth guards which cover the teeth
4. Throat support devices such as Cornell collars are allowed for use during Events however a written statement from a veterinarian must be provided to certify that the Horse requires such a device for welfare reasons. The statement must be received by the FEI Veterinary Department at least 4 weeks before first use at an Event. A copy of the statement must be retained at all times for inspection during an Event.
5. Tongue guards are only allowed for use during Events provided they are correctly used. Separate items must not be inter-twined with the bit.

Article 1047 Examination of Horses

1. Horses' legs, boots, bandages and/or other tack may be examined by Stewards and/or OVs at any time during the Period of the Event.
2. The President of the GJ must be notified by the Chief Steward of any scheduled or unannounced Examination that is to take place.
3. The FVD/VD must be made aware by the Chief Steward that the Examination of boots is taking place and be available for consultation if required.
4. A member of the VC must attend the examination of Horses of major Events (e.g. Championships, Games, World Cup Events).
5. The Examination should check for:
 - a) any abnormality or sensitivity of the Horse's legs;
 - b) any irregularity in the shape, size or weight of the boots or bandages;
 - c) any irregularity in other tack material;
 - d) the presence of foreign or prohibited materials or substances; and
 - e) the presence of blood on the Horse's legs, flanks or mouth.
6. The Examination involves:
 - a) examination of the Horses' legs, boots and other tack before the boots are applied. This Examination takes place prior to the Horses entering the warm up area where possible;
 - b) examining the Horses' legs after removing all boots, bandages and other items attached to the Horses' legs. This Examination takes place where the Horse exits the arena;
 - c) examination of the Horse's limbs and body;
 - d) the weighing of boots using scales may be carried out;
 - e) the possibility of other tack being subject to inspection; and
 - f) the Steward contacting the Veterinary Delegate, who, in turn, must notify the Ground Jury, should the presence of blood be identified.
7. Horses and all examined items must be kept under strict surveillance until further examination by the FVD/VD, should a problem be suspected.
8. The FVD/VD must examine the Horse in cases of boot or leg concerns. The Examination should include palpation of the legs to assess for irritation, skin damage, or abnormal sensitivity. A thermographic examination may also be made.

9. In the case of positive findings where the Examination has taken place prior to Competition:
 - a) the Steward and/or GJ may allow Horses to compete if the irregularity relates to the shape, size or weight of boots, bandages or tack materials and is corrected.
 - b) the GJ may not allow Horses to compete. The Horse may be Eliminated or Disqualified from the Event if the irregularity relates to skin damage, abnormal sensitivity or the presence of foreign materials or substances.
10. If the Examination results in the finding of suspicious material, irritation, skin damage or abnormal sensitivity of the limbs:
 - a) the President of the GJ must be informed immediately; and
 - b) the FVD/ VD must verify the identification of the Horse against the outline diagram in the passport and record the name and FEI Passport number of the Horse and the PR.
11. Material that may be required for forensic screening (bandages, tape, applied substances, etc.) should be immediately packed into an FEI approved EADCM sampling kit and be sent to an FEI Approved Laboratory.
12. Photographs and/or a video recording must be made showing the limbs involved, and all written reported material must be signed by witness(es).

Officials must use at least one disposable glove when checking boots or bandages, and Horses' legs, flanks, mouth and nose for the presence of blood. The glove(s) must be changed for each Horse.

JRs Art. 241.3

3. The Ground Jury must enforce Elimination under the following circumstances:
 - 3.30 Blood on the Horse's flank(s);
 - 3.31 Horses bleeding in the mouth (in minor cases of blood in the mouth, such as where a Horse appears to have bitten its tongue or lip, Officials may authorize the rinsing or wiping of the mouth and allow the Athlete to continue; any further evidence of blood in the mouth will result in Elimination;

JRs Art. 242.3

3. Disqualification* is mandatory in the following cases:
 - 3.1 Marks indicating excessive use of spurs or of the whip anywhere on the Horse; additional sanctions may also apply (see JRs Art. 243);

NB: Blood in the nose doesn't lead to disqualification however the Steward must contact the Veterinary Delegate to exam the Horse and determine its fitness to compete in the next round, jump-off or competition as applicable.

*Only the Ground Jury may disqualify a Horse and/or Athlete.

ANNEX XII – PERMITTED EXERCISING ACTIVITY

	SENIORS (18+)	YOUNG RIDERS (16-21)	JUNIORS (14-18)	CHILDREN (12-14) – Annex XII	PONY (12-16) – Annex XI
JUMP DIMENSIONS					
SCHOOLING, EXERCISING, GYMNASTICS AND TRAINING	Gymnastic 130 x 160 max (Art 201.5.1) Jumps: 160 x 180 max		Gymnastic 130 x 160 max (Art 201.5.1) Jumps: 140 x 170 max	Jumps: 130 x 140 max. (Annex XII Art 14.1)	Jumps: 135 x 145 max (Annex XI Art 17.2)
WARM-UP IN RELATION TO A COMPETITION	Classes >140: = <160 x 180 Classes ≤140: not more than 10 cms higher and wider than dimensions of class		Not more than 10 cms higher and wider than dimensions of class	Not more than 10 cms higher and wider than dimensions of class	Same as class in progress
SCHOOLING: WHO CAN RIDE IN PRACTICE or WARM-UP RINGS?	No restrictions	Competitor only from 18h of evening before 1 st class (others may lunge) (Annex IX Art 10)		As J/YR/P but special rules for Events with borrowed Horses (Annex XII Art 9.1)	Competitor only from 18h of evening before 1 st class (others may lunge) (Annex XI Art 10.1)

ANNEX XIII – PRE AND POST COMPETITION TRAINING TECHNIQUES

Position of the Horse's head – stretching

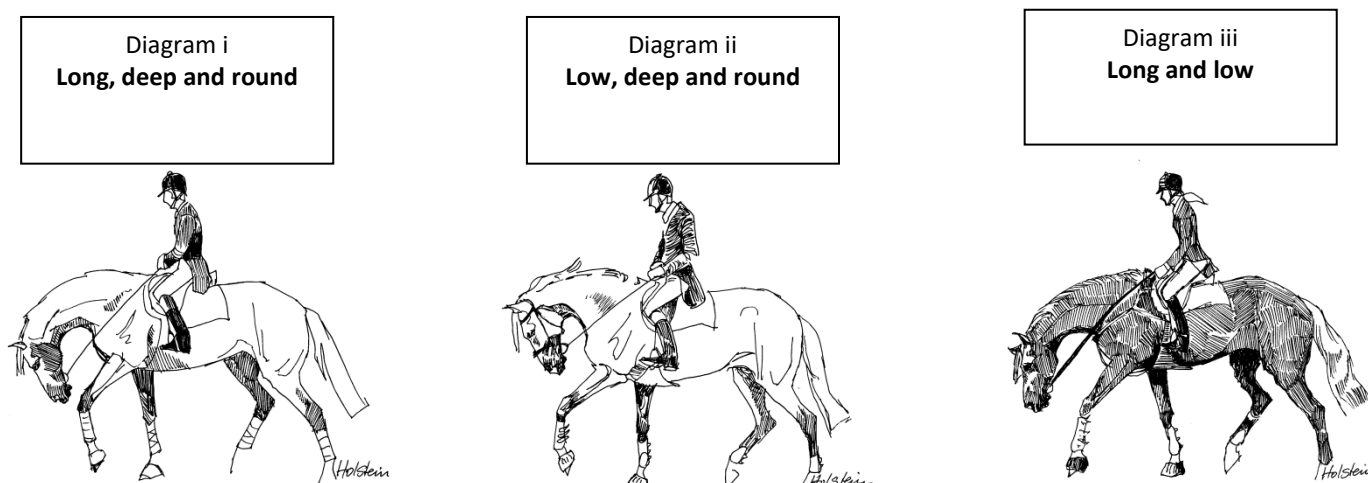
1. Background

The use of correctly executed stretching techniques, both before and after training and competition, is recognised as an important and long-established practice in almost every physical sport. In equestrian sport it is used for the on-going suppleness and health of the equine Athletes.

2. Permitted stretches

Stretching principally involves the lengthening of the Horse's ligaments and muscles (soft tissue) and can be done at the halt (statically) or in motion (dynamically). Athletes should aim to stretch all the relevant groups of muscles within the Horse's body, especially the muscles involved in hind leg locomotion, but the part that will be most visual to both stewards and the public will most likely be the Horse's neck.

Neck stretches may take several different forms. 'Long, deep and round' (see diagram i) and 'low, deep and round' (see diagram ii) and 'long and low' (see diagram iii) are just three commonly used examples but there are other variations involving both longitudinal and lateral flexion which result in different neck positions.



3. Extreme flexion

In assessing the position of the head carriage the Steward will be mindful of each Horse's natural conformation, especially in relation to native breeds or ponies, and will therefore use discretion in determining this.

Deliberate extreme flexions of the neck involving either high, low or lateral head carriages, should only be performed for very short periods. If performed for longer periods the steward will intervene.

Movements which involve having the Horse's head and neck carriage in a sustained or fixed position should only be performed for periods not exceeding approximately ten minutes without change. Change may constitute a period of relaxation and lengthening or a movement which involves stretching the head and the neck of the Horse.

It is the steward's responsibility to ensure that riders respect the above procedure and intervene if required.

4. Variation of stretches & neck positions

Stretches of the Horse's neck maybe specific and appropriate to each Horse and equestrian discipline, but no single neck position should be maintained which may lead to tiredness or stress.

5. Method of achieving stretches

It is imperative that stretching should be executed by unforced and non-aggressive means. By unforced' it is meant that the Athlete is not permitted to use rough, or abrupt aids or apply constant unyielding pressure on the Horse's mouth through a fixed arm and hand position. It is the responsibility of the steward to intervene if these requirements are not respected.

6. Action by the Steward in the case of incorrect behaviour of Athlete in relation to flexion of the head and neck

The steward will intervene should they observe;

- Neck stretching achieved through forced, or aggressive riding;
- The use of extreme flexion if it does not comply with the above;
- An Athlete deliberately maintaining a sustained fixed head and neck carriage longer than approximately ten minutes;
- In cases when the Horse is in a state of general stress and/or fatigue.

The steward may also ask the Athlete to walk for a certain period in situations where the Athlete's stress may cause undesired riding.

7. Maximum duration of pre-competition warm-up and post-competition cooldown periods

Only in exceptional circumstances and with the permission of the Chief Steward, may a training session exceed one hour. The training session must include a number of relaxation periods. Riding the Horse at the walk whether prior to, or following the training session, is not considered to be part of the one hour training session. There should be at least one hour break between any training/warm-up periods.

Repetition movements carried out in the practice arena, following a rider's performance in the competition arena, may not exceed a period of ten minutes.

8. Exercise / Training arena

All training sessions, including pre-competition warm-up, may only be performed in the official training arena while under the supervision of stewards. Use of a training arena outside the official training period, and/or in an unsupervised arena, may at the discretion of the Ground Jury lead to the rider's disqualification.

During competition preparation periods, and the duration of the competition itself, the Chief Steward must be present in the training arena, or be in a position to observe the training arena at Events where numerous training arenas are in use.

If the Chief Steward is unable to be present himself/herself, it is their responsibility to ensure that a steward with the required experience and knowledge is appointed to supervise the training arena.

9. Revision

These directives may be subject to review and Stewards are advised to check for periodic updates.

ANNEX XIV - STEWARDING GUIDELINES

Additional Stewarding Guidelines for International Jumping Events

In an effort to ensure that the FEI Veterinary Regulations and the FEI Rules for Jumping Events are fully enforced as voted into effect by the General Assembly, the following additional guidelines are being issued to FEI Stewards with immediate effect. All of these guidelines pertain to the specific implementation of existing rules and therefore do not represent rule changes. We ask that the Stewards take these guidelines seriously and use their best efforts to apply them.

In line with the current rules, at the following Events boot and bandage controls are considered by the FEI to be compulsory:

- Both rounds of the Nations Cup competition;
- Grand Prix or the competition with the highest prize money if there is no Grand Prix;
- All FEI World Cup competitions;
- Puissance and Six Bar competitions.

It is also recommended that boot and bandage control be carried out during Ranking competitions, Derby competitions and other competitions.

1. Stewarding at Morning Training Sessions

During the morning training sessions each day, bandage and boot checks should be carried out at all Events. Such checks should be done on a random basis unless another approach is considered necessary or unless there is reason to examine a specific Horse, with particular attention being paid to bandages and use of boots that may be excessively heavy.

If a Horse's boots are changed during the course of a training session, the Steward should inspect the boots which have been removed at the time of removal, as well as the replacement boots once the Athlete in question has completed their training.

Should the Steward in question observe anything unusual with the boots or bandages, they must inform the Chief Steward immediately.

2. Stewarding Prior to Competition/Hind Boot Check

If an Athlete is uncertain as to whether the boots they intend to use during an Event are allowed, they or their representative should show the boots to the Chief Steward for their opinion before the boots are used in training or in competition.

The following updated procedure is in place from 12.09.2022. This procedure does not replace boot and bandage control after completion of an Athlete's round for competitions for which boot and bandage control is mandatory (refer to JRs Art. 244.1).

The following procedure is compulsory in competitions for which boot and bandage control is mandatory, that is the Nations Cup, Grand Prix, Puissance, Six-Bar and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.

In competitions where a Hind Boot Check takes place, and at any time of the Athlete's choosing before entering the competition arena, all hind boots must be inspected by the designated Hind Boot Check Steward* in order to ascertain that they comply with current Jumping Rules (Art 257.2.4). If hind boots are being swapped, the designated Steward will inspect both the boots that have been removed and the boots that will be used. After this procedure, the hind boots may be placed on the Horse's legs, following which the horse must walk forward. If the horse steps backwards, the Steward may ask that the boots be removed and put on again. If bandages are used in place of boots, Athletes are not required to remove the bandages in the warm-up arena before competition.

As an alternative to carrying out this procedure at the time indicated above, an Athlete whose horse is particularly difficult, or their representative, may ask for this procedure to take place either in a quieter location or in the stables. (If this procedure takes place in the stables, please refer to the procedure below**).

The Hind Boot Steward* has the authority to intervene if a boot is considered to be excessively tight or incorrectly positioned and may instruct that the boot(s) be removed and put on again correctly. [Stewards are to note that it is not necessarily unusual for a Horse's gait to be somewhat affected for a few strides after boots have been put on.] If an Athlete or their representative refuses to remove and re-place the boot(s)

when instructed to do so by the Steward, a Yellow Warning Card may be issued to the Athlete in question by the Chief Steward.

If it is deemed impossible or unsafe to remove the hind boots prior to the combination entering the competition arena, due to an excited or nervous Horse, the boots of the Horse in question must be removed following the Athlete's round upon leaving the arena and inspected by the Steward. This inspection may be carried out during the boot and bandage control if the boot and bandage control is carried out for the competition in question.

The ultimate responsibility for using correct saddlery, including hind boots, lies with the Person Responsible.

If a Horse's boots are changed during the preparation for a competition where hind boot check does not take place, Stewards may inspect the boots which have been removed at the time of removal, as well as the replacement boots preferably before the Horse in question enters the competition arena. If the horse is wearing bandages, or lightweight bandaging or socks underneath hind boots, this should be done after the horse has competed unless the bandages, or the lightweight bandaging or socks have been put on in the presence of a Steward before competition. If a Steward observes anything unusual with the boots and/or bandages, they must inform the Chief Steward immediately.

If the Hind Boot Check takes place in the stables, the Steward or another Official must remain with the Horse until it goes to the warm-up arena where it may be observed by the Hind Boot Check Steward.

If a Horse leaves the warm-up arena for any reason after its hind boots have been checked but before competing, the Hind Boot Check procedure should be repeated.

3. Stewarding at Boot and Bandage Control during Competitions

Boot and bandage checks should be carried out during as many FEI competitions as possible. Such checks may be done on a random basis, unless there is reason to examine a specific Horse. It is advised that two (2) Stewards should be present for any examination taking place during competition.

Stewards are encouraged to take every precaution to ensure their safety, for example by wearing a helmet if they wish to do so, when carrying out boot and bandage controls. For stallions or particularly excitable or nervous Horses, this procedure may be performed by a Steward in the stables prior to the Horse leaving for the practice arena. In this case, a Steward must accompany the Horse to the practice arena and advise the Steward tasked with carrying out the control that the Horse has arrived in the practice arena and has been checked. This procedure may also be used for Hind Boot Check.

NB: When carrying out Boot and Bandage Controls Stewards must also check for the presence of blood anywhere on the Horse's body. Refer to the Stewards' Protocol for handling cases of blood on a Horse's flank(s) and/or marks indicating excessive use of the spur(s) and/or whip in Annex XVI.

4. Stewarding in the Stables

At all times during FEI Events, there should be a presence of Stewards in the stables patrolling randomly and observing during the period the stables are open. During such time, Stewards are advised to pay particular attention to, among other things the following;

- Unauthorized administration of any medication, if in doubt it is recommended that the Steward request to see the applicable veterinary form;
- Anything that may negatively affect the welfare of the Horse such as:
- Horse's head tied up in the stable too tightly for an extended period;
- Horse's head tied down for an extended period;
- Horses left without water in the stable;
- Stables not mucked out;
- Any indication that efforts have been made to sensitise or hypersensitise a Horse's leg(s).

ANNEX XVI – STEWARDS' PROTOCOL FOR HANDLING CASES OF BLOOD ON A HORSE'S FLANK(S) AND/OR MARKS INDICATING EXCESSIVE USE OF THE SPUR(S) AND/OR WHIP

A member of the Ground Jury as designated by the President of the Ground Jury must be present at all times during competition to examine, at the request of the Chief Steward, a Horse if it is found to have blood on the flank(s) and/or marks indicating excessive use of the spur(s) and/or whip.

In accordance with VRs Art. 1047.3 the Chief Steward must inform the Foreign Veterinary Delegate/Veterinary Delegate (FVD/VD) whenever the examination of boots is taking place and the FVD/VD must be available for consultation if required.

If a Steward notices blood on a Horse's flank(s) and/or marks indicating excessive use of the spur(s) and/or whip at any time in connection with the warm-up for a competition, or at any time in connection with a Horse leaving the competition arena, including, but not only, during post-competition boot and bandage control, the following procedures must be followed.

1. The Steward must inform the Athlete that there is an issue with blood on the Horse's flank(s) and/or marks indicating possible excessive use of the spur(s) and/or whip, and give clear instructions that any blood present is not to be wiped off, and the area must not be touched until the arrival of the Chief Steward*.
2. After informing the Athlete as above, the Steward must:
 - a) Inform the Chief Steward* and request their presence.
 - b) Take photographs of:
 - i. the injury/mark(s) and/or any blood present. This must be a close-up photograph.
 - ii. the general location on the Horse's body of the injury/mark(s) and/or any blood present.
 - iii. the Horse, including its competition number. If possible, this photograph should also include the areas of the injury/mark(s) and/or any blood present.
 - iv. the spurs and/or whip that the Athlete was using.
 - c) Remain with the Horse until the Chief Steward* arrives, making sure that nobody touches the area(s) in question and that the blood is not wiped off and/or marks smoothed away.

NB: If the Horse is in a very public area, the Steward should require that the Horse is moved to a more private area before proceeding with the above steps, with the exception of informing the Chief Steward, which must be done as soon as possible. The Athlete may, if they wish, place a rug or cooler over the Horse while it is being moved, but great care must be taken that the affected area(s) is/are not disturbed.

3. On their arrival, the Chief Steward* will:
 - a) Establish whether all photographs as per 2b) above have been taken, and if not, take those which are missing.
 - b) Examine the area in question making sure that they are wearing an unused latex or similar glove.
 - c) If there is blood present, lay the back of their gloved hand over the area in order to transfer blood from the flank(s) onto the glove, taking care not to smear or spread the blood over a wider area. It is strongly recommended that a video is taken of this action.
 - d) Photograph the glove even if no blood has transferred onto it.
 - e) Place the glove into a clean, clear plastic bag, taking care not to disturb any blood present on the glove, then close and photograph the bag.
 - f) Advise the Athlete that, according to FEI Rules, the Ground Jury and the FVD/VD must be informed of the situation, and tell the Athlete that the Horse must remain available and under the supervision of a Steward, or other FEI Official, until further notice.
 - g) The Chief Steward* will then report the incident to the Ground Jury member designated by the President of the Ground Jury to handle such cases and show them the visual evidence.
 - h) At the same time, the Chief Steward* will also report the incident to the FVD/VD, and provide them with the visual evidence, preferably in a message via smartphone. The role of the FVD/VD in such incidents is to determine if the Horse needs further care.
4. If blood on a Horse's flank(s) and/or marks indicating possible excessive use of the spur(s) and/or whip is/are noticed prior to the horse entering the competition arena, the Steward shall notify the Chief Steward and the designated Ground Jury member and the FVD/VD, and inform the Athlete that the horse will not be allowed to enter the competition arena until the procedure outlined above has been carried out and permission has been granted by the Ground Jury for the horse to take part in the competition. Failure of the Athlete to comply with the Steward's instruction may result in the issuance of a yellow warning card by the Chief Steward.

5. Applicable sanctions for cases of blood on the flank(s) and/or marks indicating excessive use of the spur(s) and/or whip
 - 5.1 In all cases of blood on the Horse's flank(s) the Ground Jury must eliminate the Athlete/Horse combination from the Competition or round in question. Particular attention must be paid to two round competitions and competitions with a jump-off. If a Steward notices blood on a Horse's flank(s) after it has taken part in the second round or jump-off, but had found no blood on that Horse's flank(s) after the previous round, the combination is to be eliminated from the second round or jump-off only.
 - 5.2 The penalty for marks indicating excessive use of the spur(s) and/or whip is disqualification; additional sanctions may also apply (see JRs Art. 243).
 - 5.3 Nevertheless, the Ground Jury may not take a decision on either elimination for blood on the Horse's flank(s), or disqualification for excessive use of the spur(s) and/or whip until the designated member of the Ground Jury has reviewed the visual evidence, and examined the Horse. It is never the role of the Chief Steward, the Foreign Steward if appointed, or any member of the stewarding team, or any other Official to inform the Athlete that they have been eliminated or disqualified. This responsibility lies solely with the Ground Jury.

The Chief Steward must always brief their team on the above procedures before the start of the Event.

*In certain circumstances, such as, but not limited to, when competitions are running in more than one arena at the same time, the Chief Steward may be officially substituted by a specific member of the stewarding team.

ANNEX XVII – FOREIGN STEWARD JOB DESCRIPTION

Job description:	Foreign Steward at CS 5* Events and at all Events of Tours
Job title:	FEI Jumping Foreign Steward
Job analysis:	<p>At CS 5* Events and all Events of Tours, the Foreign Steward represents the FEI within the Stewarding Team. They are responsible for ensuring that the CS and the whole Stewarding Team execute their duties in full accordance with current FEI Rules & Regulations and the conditions of the approved schedules in all areas that come under control of the Stewarding Team.</p> <p>In order to achieve this, the FEI Jumping Foreign Steward's principal duties are indicated in the key responsibilities below.</p> <p>The FEI Jumping Foreign Steward is a full and active member of the Stewarding Team and must be integrated into the duties rotation of the same.</p>
Reports to:	Chief Steward in the first instance, President of the Ground Jury and/or Technical Delegate subsequently, and finally to the FEI Director of Jumping.
Key responsibilities	<p>As Jumping Foreign Steward</p> <ul style="list-style-type: none"> - To respect the FEI Code of Conduct for the Welfare of the Horse - To respect the Codex for FEI Jumping Officials - Monitoring and assisting less experienced Stewards <p>As Jumping Foreign Steward</p> <ul style="list-style-type: none"> - To enable all Athletes and Horses to perform to the best of their ability while at all times observing the rules and standards of Horse welfare and fair play - To ensure that the CS organizes and manages the Stewarding Team (ST) correctly and efficiently (please refer to CS job description for principal tasks & duties) - To be present at all Horse Inspections - To ensure that the CS and the ST respect and implement the FEI JRs, VRs, GRs and the FEI Jumping Stewarding Manual at all times including, but not limited to: <ul style="list-style-type: none"> • Intervening in a timely manner in order to prevent any form of Horse abuse or disregard of fair play or FEI Rules & Regulations, and reporting them if appropriate • Reporting any occurrences of the above if it has not been possible to prevent them • Reporting any infraction of JRs Art. 242.3.1 • Ensuring that Boot & Bandage Control and Hind Boot Check are executed in the correct way • Ensuring that the stable area is correctly supervised - To clarify any questions arising from the interpretation of stewarding matters contained in the FEI Rules & Regulations - To observe the overall performance of the CS and the ST and inform the FEI Director Jumping of any Official whose performance has shown merit and who could be taken into consideration for future appointments or recommendation for promotion. Should there be any Official whose performance has not met acceptable standards this should also be reported. - To complete the evaluation form of each Stewarding Official - To fill in the FS Report after the Event and send it to the FEI Jumping Department together with any annexes including, but not limited to, reports of sanctioned infractions or issues that have been referred and/or handed over to the PGJ/TD by the CS.
Profile	<ul style="list-style-type: none"> - To be listed as at least an FEI L3 Jumping Steward - To be current with their Refresher Seminar status (at least one every 3 years) - To be able to speak and write English - To have extensive experience of stewarding at the top level of Jumping Events - To be able to work well under pressure - To have excellent knowledge of Horsemanship and Horse management - To have excellent knowledge of saddlery and other equipment and their correct use

- To have excellent knowledge of equine and equestrian terminology
- To have up to date knowledge of the current FEI Rules & Regulations
- To have a courteous manner
- To have good communication and people skills
- To be able to integrate well into a team
- To be able to take responsibility
- To be able to assess situations and take prompt and appropriate decisions
- To have an excellent knowledge of Event organization
- To be independently objective
- To be physically able to carry out the FEI Jumping Foreign Steward's tasks

Work area	Member of Stewarding Team at all FEI 5* Jumping Events and at all Events of Tours
Appointment	FEI appointment