

**This document contains:**

- The Event Covid-19 risk assessment and risk mitigation plan in accordance with the [FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic](#)
- The Event Approved Schedule

Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event prior to planning his/her travel to the Event.

## **Mitigation Plan**

Dear participants,

thanks to permissions from the FEI and the City of Aachen we are pleased to be able to organize the CHIO Aachen 2021.

Of course our tournaments are equipped with hygiene and safety precautions to prevent the spread of the corona virus. We kindly ask all participants to strictly adhere to these rules in order to ensure the smooth running of the event. The staff present and the public health institutions will control the behaviour of all persons present at all times.

### **General behavior:**

- Maintain a minimum distance to other persons (1,5m minimum)
- wash your hands
- no coughing on anyone
- Use existing disinfection points for the hands
- Follow the directions given
- The instructions of the folders used must be followed strictly.
- Only persons without symptoms of illness, which are typical for an infection with the coronavirus, will have access to the show grounds.
- The Organising Committee reserves the right to expel persons who do not follow the rules from the show grounds and exclude them from the tournament.
- On the show grounds, mouth-nose protection is compulsory in the sanitary facilities and in situations where a necessary distance cannot be maintained
- Plexiglas panes will be installed to separate the workplaces for instance in the entries office and in the judges rooms. (for example between the speaker, the judge and the result computers).

### **The following persons are not allowed to participate in the event:**

- Persons who are in quarantine
- Persons with symptoms typical of Covid-19 should not participate
- Persons who do not comply with the 3G-Rules (vaccinated, recovered or tested)

### 1. Arrival

- Navigation address: Hubert-Wienen-Straße, 52070 Aachen
- The access to the lorrie parking lot is signposted, and you will also receive a map with the corresponding routes in advance.

### 2. Accompanying persons

- Accreditations for riders are strictly limited:  
*The number of accreditations of the accompanying persons can be found in the respective schedules. The organiser will inform the federations/riders about any changes to the corona requirements in the participant letter.*
- Other accompanying persons are prohibited

### 3. Walking routes on the show grounds

- Please strictly follow the signposted routes to avoid unnecessary contact

### 4. Show office

- Any contact with the show office should be avoided
- Please make your entries exclusively online or by telephone:

Showoffice Dressage	Deutsche Bank Stadion	0241-9171-231
Showoffice Driving	Driving Stadion	0241-9171-241
Showoffice Vaulting	Deutsche Bank Stadion	0241-9171-231
Showoffice Jumping and Eventing	Main Stadion - Turkish Airlines Tribune	0241-9171-741

- Start lists can be downloaded at [www.chioaachen.de](http://www.chioaachen.de)

### 5. Walk the course

- Please make sure that you keep a minimum distance from other people when walking the course

### 6. Warming-up area

- One accompanying person per rider is allowed at the training grounds
- In the indoor arena (only lunging) a maximum of 2 horses are allowed at the same time
- We kindly ask the participants to leave the training areas after their performance as soon as possible

### 7. Stables

- Time spent in the stable areas is restricted to a minimum the time required to feed and prepare the horses.

We are very much looking forward to see you and wish you a pleasant journey.

The Organising Committee

# Guidance for the use of the WHO Risk Assessment tools in the context of COVID-19 - FEI version

Guidance for FEI Event organisers ("OCs") during the current outbreak of COVID-19

In view of the current outbreak of COVID-19, this disease-specific and event-specific risk assessment and mitigation checklist has been developed by WHO for use by host countries and event organizers, to assess the specific risk of COVID-19.

The FEI has slightly adapted the wording in the document, mainly by replacing the initial term "mass gathering sporting event" by "FEI Event". Under the FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, which applies to all FEI Events taking place after 1 July 2020, all OCs of FEI Events must carry out a risk assessment of their Event in terms of Covid-19 transmission, using the present document.

The following risk assessment and mitigation checklist should be used in conjunction with the "WHO Mass Gathering Sports Addendum Guidelines" - OCs should consider the term "mass gathering" in it as synonym of "FEI Event" in this context.

In order to accurately provide answers the following risk assessment and mitigation checklist, OCs must be knowledgeable on the current COVID-19 outbreak. OCs should reference the daily global COVID-19 situation reports provided by WHO as well as the national COVID-19 situation reports, if available.

The tool must be completed in this Excel spreadsheet (see following tabs), as the scores are automatically calculated there. Once the tool is completed, the scores received in the Excel spreadsheet for both sections will appear in the decision matrix found on the final tab ("Overall risk scores") for the Event's overall risk score to be determined.

It must be ensured that this risk assessment is conducted with input from local public health authorities and that the necessary personnel with expertise in mass gatherings, risk assessment, epidemiology, and infectious disease control measures are included from the initial stages of planning.

For the final determination, factors under consideration include:

- the current stage of the COVID-19 outbreak and known transmission dynamics
- the geographical distribution and number of participants, and their individual risk profile
- the risk assessment tool
- the mitigation measures that are currently in place or feasible and any discipline-specific guidance issued by the FEI.

*It is important to remember that while mitigation measures can reduce the risk of COVID-19 infections, they cannot completely eliminate the threat. It is WHO's view that all countries with community transmission should seriously consider postponing or reducing sport events that bring people together and have the potential to amplify disease, and support the recommended best practice of physical distancing. Any decision will be supported through the use of WHO tools, in particular this risk assessment tool.*

*If movement restrictions and further national measures have been established in the country, the risk assessment does not apply.*

*However, when the process of re-opening/conducting mass gatherings is being considered post movement restrictions, it will be key to ensure any decisions are based on a risk assessment, such as the WHO Mass gatherings COVID-19 risk assessment.*

## Risk assessment for COVID-19

The questions below will enable OCs to review the additional considerations specific to sports, and thus inform their risk assessment of COVID-19 associated with their Event. This will help OCs understand and manage any additional risk from COVID-19.

The risk assessment should be reviewed and reassessed regularly during the planning phase and updated immediately prior to the transition to the operational phase, especially in light of the rapidly evolving nature of the outbreak. Reference should be made to the latest technical guidance and situation reports on the WHO website.

The risk assessment for COVID-19 associated with the Event must be coordinated and integrated with the host country's national risk assessment for COVID-19. The person completing the questionnaire should include input from the local public health authorities, consult WHO's latest technical guidance and ensure that there is an up-to-date evaluation of the epidemiological situation.

**Please answer Yes (1) or No (0) to the following questions to determine a risk assessment score that incorporates factors specific to sporting events**

Additional risk of COVID-19 to the sporting event	Yes (1)/No (0)	Score
Will the event be held in a country that has documented active local transmission of COVID-19 (community spread)?	1	1
Will the event be held in a single venue or multiple venues/cities/countries? <i>(single venue = 0; multiple venues = 1)</i>	0	0
Will the event include international participants (athletes and spectators) from countries that have documented active local transmission of COVID-19 (community spread)? <i>(NB: if the Events does not involve spectators, please clarify this in the comments to the questions in relation to spectators in the "Mitigation Checklist" sheet)</i>	1	1
Will the event include a significant number of participants (athletes or spectators) at higher risk of severe COVID-19 disease (e.g., people over 65 years of age or people with underlying health conditions)?	0	0
Will the event include sports that are considered at higher risk of spread for COVID-19 (eg, contact sports)?	0	0
Will the event be held indoors? <i>(Yes = 1; No = 0)</i>	0	0
<b>Total COVID-19 risk score</b>		<b>2</b>

## Mitigation checklist for COVID-19

Mitigation measures assess the current effort and planning to reduce the risk of spread of COVID-19 disease for the event. As mitigation measures can reduce the overall risk of the sporting event contributing to the spread of COVID-19, they should be taken into account after the risk assessment has occurred to gain a clearer understanding of the overall risk of transmission and further spread of COVID-19, should the event be held. Together with the risk assessment score, the mitigation measure will contribute to the decision matrix and influence the assessment of the overall risk of transmission and further spread of COVID-19 in relation to the event.

Topic	Key consideration	Score Yes/Completed (2), Maybe/In progress (1), No/Not considered (0)	Weighting	Total score	Comments
Understanding of the overview of the current COVID-19 situation by the OC	Have the relevant OC and responsible staff been informed about the <b>latest available guidance on the COVID-19 outbreak</b> (official web resources available from WHO, CDC, ECDC, UN, local public health authorities)? And are the OC and staff concerned committed to following the available guidance?	2	1	2	
	Is the OC aware of global and local daily situation reports as provided by WHO or local public health authorities?	2	1	2	
	Do the OC and responsible staff understand the risks and transmission routes of COVID-19, the steps that Event attendees can take to limit spread, the recognized best practices (including respiratory etiquette, hand hygiene, physical distancing, etc.), and the travel restrictions adopted by different countries that may affect the Event?	2	1	2	
Event emergency preparedness and response plans	Has a <b>contingency medical response plan for COVID-19</b> been developed for the Event?	2	3	6	
	Does the contingency medical response plan include <b>information about how attendees should interact with the host country healthcare system</b> (e.g. hotline/helpline telephone number, medical teams and first-aid points for the Event, local health care system)?	2	3	6	
	Is there an <b>Emergency COVID-19 Outbreak Response Coordinator/Team</b> in the OC or other structure structure for the Event with defined roles and responsibilities, coordinating the health preparedness and response planning for the outbreak?	2	2	4	
	Has the host country or OC requested <b>support from WHO and/or local public health authorities</b> ?	2	3	6	
	<b>Has the OC acquired the following supplies to help reduce the risk of transmission of COVID-19?</b>				
	Personal protective equipment (e.g. masks, gloves, gowns) for onsite medical personnel	2	3	6	
	Hand sanitizer and alcohol rubs/gels, tissues, frequently replaced soap canisters and closed bins for safe disposal of hygienic materials (e.g. tissues, towels, sanitary products) in washrooms and changing rooms	2	3	6	
Hand sanitizers and alcohol rubs for all entrances and throughout the venue	2	3	6		

<b>If a person feels unwell/ shows symptoms of an acute respiratory infection during the Event:</b>				
Is there a procedure for athletes or spectators to clearly identify <b>whom to contact and how to do so</b> if they or other Event participants feel unwell?	<b>2</b>	<b>3</b>	<b>6</b>	personalization of tickets and seating plan
Is there a protocol on whom the OC should contact in the host country to report suspected cases and request testing and epidemiological investigations?	<b>2</b>	<b>3</b>	<b>6</b>	health department and regulatory agency
Are <b>first-aid services or other medical services</b> in-place and equipped to support patients with respiratory symptoms?	<b>2</b>	<b>2</b>	<b>4</b>	in the ambulance
Are there <b>isolation rooms or mobile isolation units</b> available onsite?	<b>2</b>	<b>2</b>	<b>4</b>	medical center
Are there any <b>designated medical facilities</b> that manage patients with COVID-19 infection in the host country?	<b>2</b>	<b>2</b>	<b>4</b>	Uniklinikum Aachen and all other hospitals in the region
Are there <b>transportation services with trained medical professionals</b> available to transport critically ill patients with severe acute respiratory infections to a hospital or to evacuate them from the host country, if necessary?	<b>2</b>	<b>2</b>	<b>4</b>	medical service with an ambulance
Has a <b>cleaning schedule</b> been developed to ensure the venue is clean and hygienic – wiping surfaces and any equipment regularly with disinfectant is strongly recommended (before, during and after the event and between each round of competition)?	<b>2</b>	<b>3</b>	<b>6</b>	cleaning plans
Are there established <b>screening measures</b> , including temperature checks in place for participants at the point of entry, venues, routes and on-site medical facilities (first-aid points)? (Please specify in Comments what these screening measures include)	<b>0</b>	<b>3</b>	<b>0</b>	
Is the host country conducting COVID-19 <b>laboratory diagnostic tests</b> ? (If Yes, please specify in comments the type of COVID-19 diagnostic test used)	<b>2</b>	<b>3</b>	<b>6</b>	Persons with symptoms typical of Covid19 of any severity are tested by the general practitioners, preferably by the family doctor, according to the guidelines of the Robert Koch Institute. Those affected should contact the family doctor's practice and discuss the further procedure.
Does the host country have a <b>national public health emergency preparedness and response plan</b> that can address severe respiratory diseases, including COVID-19?	<b>2</b>	<b>2</b>	<b>4</b>	
Is there a <b>preliminary agreement by the host country to provide care</b> for any COVID-19 cases connected with the Event?	<b>2</b>	<b>3</b>	<b>6</b>	Consultations with the public health department
If the Event is for a duration of 14 days or longer, does the medical response plan for the event include resources and protocols for managing all public health interventions that would be necessary and supporting the national public health authorities if participants are infected and become unwell at the Event? (If the event is for less than 14 days, please score 0)	<b>0</b>	<b>3</b>	<b>0</b>	the event is for less than 14 days
If the Event is for less than 14 days, does the medical response plan include protocols for OCs to notify all participants of possible exposure to COVID-19 if the OCs are made aware of any suspected or confirmed cases that attended the Event? (If the event is for 14 days or longer, please score 0)	<b>2</b>	<b>3</b>	<b>6</b>	Contact details of all participants, employees and visitors must be available
Is there an established mechanism for collaboration and coordination between <b>the health and security sectors</b> , which is considered as crucial?	<b>2</b>	<b>2</b>	<b>4</b>	Security and medical service

<b>Stakeholder and partner coordination</b>	Are there agreed, clear and easily understood processes in place for <b>reporting to external multi-sectoral stakeholders</b> (including surveillance authorities, WHO, CDC, ECDC, etc.) and disseminating risk communication messages (Media)?	<b>0</b>	<b>2</b>	<b>0</b>	
<b>Command and control</b>	Is there a decision-making authority/body and an agreed procedure to <b>modify, restrict, postpone or cancel the Event</b> related to the evolving COVID-19 outbreak?	<b>2</b>	<b>3</b>	<b>6</b>	management board and competition management
	Are there arrangements to activate a <b>strategic health operations centre</b> if there are suspected COVID-19 cases in connection with the Event?	<b>2</b>	<b>2</b>	<b>4</b>	medical center
	Have the OC and staff undergone training and exercises on personal safety procedures and emergency mitigation measures (including those specifically listed in this checklist)?	<b>2</b>	<b>3</b>	<b>6</b>	
<b>Risk communication</b>	Is there a <b>risk communication strategy</b> for the Event in regard to COVID-19?	<b>2</b>	<b>3</b>	<b>6</b>	regulatory agency and health department
	Is there a <b>designated person(s) to lead media</b> activities and tasked with managing all external communications with national and international government officials, the general public, and the media? (If yes, please identify the spokesperson in comments)	<b>2</b>	<b>2</b>	<b>4</b>	Niels Knippertz
	Has there been <b>monitoring of national and international media and social media</b> established for <b>rumours</b> to be able to counter them early? (Please explain in the comments what protocols are in place for counter messaging)	<b>0</b>	<b>2</b>	<b>0</b>	
	Has coordination been set up with major official media channels and social media sites such as Twitter, Facebook and Instagram so that messaging can be coordinated with, and assisted by, the platforms to provide targeted messaging from OCs (including messaging to counter fake news and rumours, and proactive messaging about the status of the sporting event, including changes)?	<b>2</b>	<b>2</b>	<b>4</b>	Various social media channels are managed by a press team. Daily information exchange via press distribution list.
<b>Public health awareness of COVID-19 before and during the event</b>	Has <b>public health advice</b> on clinical features of COVID-19, preventive measures, especially respiratory etiquette, hand hygiene practices, and physical distancing, been shared with all staff involved in the Event, athletes, the public, and personnel of all relevant stakeholders?	<b>2</b>	<b>3</b>	<b>6</b>	
	Has information on the <b>at-risk populations</b> been provided to all athletes, the public and others so they may make an informed decision on their attendance based on their personal risks?	<b>2</b>	<b>3</b>	<b>6</b>	
	Has public advice included information on the meaning of the following <b>measures: quarantine, self-isolation and self-monitoring</b> ?	<b>1</b>	<b>2</b>	<b>2</b>	
<b>Surge capacity</b>	<b>Are there any surge arrangements in place in the event of a public health emergency during the Event - (i.e. suspected and confirmed cases of COVID-19?</b>				
	Do these surge arrangements include funding for mitigation measures?	<b>0</b>	<b>3</b>	<b>0</b>	
	Do these surge arrangements include stockpiles of equipment (e.g. personal protective equipment, etc.)	<b>2</b>	<b>3</b>	<b>6</b>	medical service
	Do these surge arrangements include training of extra staff?	<b>2</b>	<b>2</b>	<b>4</b>	
	Do these surge arrangements include volunteers?	<b>2</b>	<b>2</b>	<b>4</b>	
	Will there be <b>daily health checks</b> of athletes/competitors?	<b>1</b>	<b>2</b>	<b>2</b>	The daily health checks are limited exclusively to those who have not been vaccinated or recovered.
	Will the <b>athletes be separated from other groups</b> , such as officials, support staff and spectators, to limit transmission?	<b>1</b>	<b>2</b>	<b>2</b>	visitor grandstands will be separated from the others



Specific mitigation measures	Are there measures in place to <b>limit the sharing of equipment, water bottles, towels, etc.</b> ?	2	3	6	
	Will athletes be given closed <b>containers to allow for the safe disposal or storing of all hygienic materials</b> (e.g. tissues, towels, etc.)?	0	3	0	
	Will the Event have <b>designated seating</b> for all spectators?	2	3	6	
	Does the designated <b>seating provided allow for physical distancing</b> between spectators (minimum of 1 metre)?	2	2	4	
	Have <b>pre-travel health checks</b> been performed on all athletes to ensure underlying co-morbidities, medications, allergies, etc. are documented?	0	2	0	

Sum of mitigation measures	184
<b>Total mitigation score (%)</b>	<b>84</b>

184

## Event overall risk score

The decision matrix takes the risk score and the mitigation score to provide a colour determination. This colour determination identifies the total risk of transmission and further spread of COVID-19 in relation to the Event. The "Colour Determination" key below the decision matrix describes the total risk for each colour.

Total COVID-19 risk score (from "Risk Assessment" Tab)	2
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Total mitigation score (from "Mitigation Checklist" Tab)	84
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## Risk Vs. Mitigation Matrix

Total Risk Assessment Score	Very Prepared to Mitigate COVID-19 Impacts (76-100)	Somewhat Prepared to Mitigate COVID-19 Impacts (51-75)	Somewhat Unprepared to Mitigate COVID-19 Impacts (26-50)	Very Unprepared to Mitigate COVID-19 Impacts (0-25)
0 - Negligible	Very low	Very low	Very low	Very low
1 - Very Low Risk	Very low	Very low	Low	Low
2 - Low Risk	Low	Low	Low	Moderate
3 - Moderate Risk (low-moderate)	Low	Moderate	Moderate	Moderate
4 - Moderate Risk (high-moderate)	Moderate	Moderate	High	Very High
5 - High Risk	High	High	Very High	Very High
6 - Very High Risk	Very High	Very High	Very High	Very High

KEY FOR COLOUR DETERMINATION OF OVERALL RISK	
VERY LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very low</u> .
LOW	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>low</u> . Recommend checking whether mitigation measures can be strengthened.
MODERATE	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>moderate</u> . Recommend <u>significant</u> efforts to improve mitigation measures or reduce risk of transmission (decrease risk assessment score).
HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>high</u> . Recommend <u>significant</u> efforts to improve <u>both</u> mitigation measures and reduce risk of transmission (decrease risk assessment score).
VERY HIGH	Overall risk of transmission and further spread of COVID-19 in relation to the Event is considered <u>very high</u> .



14-19 September 2021

Aachen (GER)

CCIO4\*-S

SCHEDULE



Allianz 

 TURKISH  
AIRLINES

  
ROLEX

## **I. DENOMINATION OF THE EVENT**

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**Venue:** Aachen **NF:** GER

**Date:** 14/09/2021 to 19/09/2021

**Event Categories:**

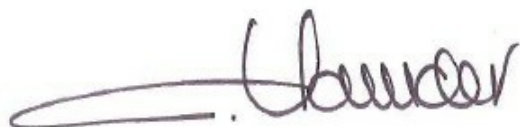
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## **II. GENERAL CONDITIONS**

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- FEI Statutes, 24th edition, effective 19 November 2019
- FEI General Regulations, 24th edition, effective 1st January 2020, updates effective 1st January 2021
- FEI Veterinary Regulations, 14th edition, effective 1 January 2018, updates effective 1st January 2021
- FEI Eventing Rules and its Annexes, 25th Edition effective 1st January 2019, updates 1st January 2021
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3rd Edition, effective 1st January 2021
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1st January 2021
- The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, effective as of 1 July 2020 and until further notice
- All subsequent published revisions/updates, the provisions of which will take precedence.

Approved by the FEI, Lausanne, on 22 July 2021 (V1), modified on 05 August 2021 (V2), modified on 06 August 2021 (V3), modified on 12 August 2021 at 11h13 (V4), modified on 12 August 2021 at 11h14 (V5), modified on 17 August 2021 (V6), modified on 18 August 2021 (V7), modified on 30 August 2021 (V8), modified on 02 September 2021 (V9), modified on 07 September 2021 (V10), modified on 15 September 2021 (V11)



Catrin Norinder  
FEI Director Eventing and Olympic

## **Table of Contents**

<b>I. DENOMINATION OF THE EVENT</b>	<b>1</b>
<b>II. GENERAL CONDITIONS</b>	<b>1</b>
<b>III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE</b>	<b>4</b>
<b>IV. GENERAL INFORMATION</b>	<b>5</b>
1. ORGANISER	5
2. ORGANISING COMMITTEE	6
3. EVENT DIRECTOR	7
4. STABLE MANAGER	7
<b>V. OFFICIALS</b>	<b>8</b>
<b>VI. INVITATIONS</b>	<b>11</b>
1. GENERAL	11
2. ENTRY RIGHTS TO SHOWGROUNDS / ACCREDITED PERSONS	12
<b>VII. ENTRIES</b>	<b>13</b>
1. ENTRY DATES AND ENTRY FEES	13
2. DETAILS ENTRY PROCEDURE FEE / PAYMENT	13
3. OTHER FEES	14
4. NO-SHOWS AND LATE WITHDRAWALS	15
5. QUALIFICATIONS	15
<b>VIII. TIMETABLE</b>	<b>16</b>
<b>IX. COMPETITIONS</b>	<b>17</b>
CCIO4*-S	17
PRIZE MONEY SUMMARY	20
<b>X. FACILITIES OFFERED</b>	<b>21</b>
1. ATHLETES	21
2. GROOMS	22
<b>XI. LOGISTICAL, ADMINISTRATIVE AND TECHNICAL INFORMATION</b>	<b>24</b>
1. DRAWS	24
2. COMPETITION ARENAS	24
3. PRACTICE ARENAS	24
4. STABLES	24
5. SCORING/TIMING PROVIDER	25
6. OTHER TECHNOLOGY/SERVICE PROVIDER(S)	25
7. PRIZE-GIVING CEREMONY	25
8. ADVERTISING ON ATHLETES AND HORSES	26
9. TICKETING	26
10. BETTING	26
11. TRANSPORT REIMBURSEMENT HORSES/PONIES	26
12. WELCOME	26
13. LOCAL TRANSPORTATION & ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS	26
14. LORRY / CARAVAN FACILITIES	27
15. SUSTAINABILITY	27

<b>XII. VETERINARY MATTERS</b>	<b>28</b>
1. CUSTOMS FORMALITIES	28
2. HEALTH REQUIREMENTS	28
3. NATIONAL REQUIREMENTS	29
4. PONIES	29
5. INJURY SURVEILLANCE	29
6. TRANSPORT OF HORSES	29
7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE	29
7.1 PASSPORTS (FEI GENERAL REGULATIONS ARTICLE 137)	29
7.2 VACCINATIONS - EQUINE INFLUENZA (FEI VETERINARY REGULATIONS ARTICLE 1003)	30
7.3 EXAMINATION ON ARRIVAL (FEI VETERINARY REGULATIONS ARTICLE 1031)	30
7.4 HORSE INSPECTIONS (FEI VETERINARY REGULATIONS ARTICLES 1034-1042)	30
7.5 LIMB SENSITIVITY EXAMINATION (FEI VETERINARY REGULATIONS ARTICLE 1048-1053)	30
8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)	31
8.1 SAMPLING (FEI VETERINARY REGULATIONS CHAPTER VII)	31
8.2 ELECTIVE TESTING (FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058)	31
<b>XIII. HUMAN ANTI-DOPING</b>	<b>31</b>
<b>XIV. ADDITIONAL INFORMATION</b>	<b>32</b>
1. THE FEI POLICY FOR ENHANCED COMPETITION SAFETY DURING THE COVID-19 PANDEMIC	32
2. MEDICAL INFORMATION FORM FOR ARMBANDS	32
3. INSURANCES AND NATIONAL REQUIREMENTS	33
3.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL	33
3.2 ATHLETES AND OWNERS	33
4. PROTESTS / APPEALS	34
5. DISPUTES	34
6. MODIFICATION TO SCHEDULE	34
7. ADDITIONAL INFORMATION FROM THE ORGANISER	34
8. MINIMUM AGE LIMITATION	35
9. PRIZE MONEY DISTRIBUTION	35
<b>XV. ANNEXES</b>	<b>36</b>

### **III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE**

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

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

The Long version of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <https://inside.fei.org/fei/regulations/general-rules>.

## IV. GENERAL INFORMATION

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### 1. ORGANISER

**Name:** Aachen-Laurensberger Rennverein  
**Address:** Albert-Servais Allee 50  
52072 Aachen Germany  
**Phone:** +49 241 9171 109  
**Fax:** +49 241 9171 198  
**Email:** showoffice@chioaachen.de  
**Website:** www.chioaachen.de

### Showground contact details

**Venue name:** Aachen  
**Address:** Albert-Servais-Allee 50  
52070 Aachen Germany  
**Phone:** +49 241 9171 0  
**GPS Coordinates:** Lat: 50.79534, Long: 6.09508



### Accessibility details (directions by road, nearest airport / train station):

Accessibility Details:



Arrival by road:

Car/Lorry:

From direction Cologne

- A 4 (Köln - Aachen)
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Düsseldorf

- A 44 to Autobahnkreuz Aachen
- A 4 direction Aachen/Heerlen
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Belgium

- follow the A 44 up to the Autobahnkreuz Aachen
- A 4 direction Antwerpen
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

From direction Netherlands

- follow the A 4
- Exit Würselen/Aachen Zentrum
- turn right into Krefelder Straße
- follow the signs

Arrival by train: Hauptbahnhof (Central Station) Aachen, Lagerhausstraße

Arrival by plane: Cologne/Bonn, Duesseldorf (but not Düsseldorf-Weeze), Maastricht-Aachen Airport/NED

## **2. ORGANISING COMMITTEE**

<b>President of the Event</b>	Stefanie PETERS
<b>Show Secretary</b>	Jana KUN
<b>Press Officer</b>	Niels KNIPPERTZ
<b>Commissioner for Ethics, Animal and Fairplay</b>	Baron Wolf VON BUCHHOLTZ

**Event Director** Birgit ROSENBERG

**3. EVENT DIRECTOR**

**Name:** Frank KEMPERMAN

**Address:** 52070 Aachen Germany

**4. STABLE MANAGER**

**Name:** Martin RAVENSHORST

## V. OFFICIALS

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the online FEI Competency Evaluation Test.

Assignment	Name / FEI ID	NF	Function	Events
<b>1. Ground Jury</b>				
CCIO4*-S				
Ground Jury President	<b>Anne-Mette BINDER</b> 10051258	DEN	Judge (3)	
Ground Jury Member	<b>Christian STEINER</b> 10004734	AUT	Judge (3)	
Ground Jury Member	<b>Gerd KUEST</b> 10052424	GER	Judge (3)	
Jumping Judge	<b>Stephan ELLENBRUCH</b> 10049364	GER	Judge (4)	
<b>2. Technical Delegate</b>				
Technical Delegate	<b>Marcin KONARSKI</b> 10004896	POL	Technical delegate (3)	All Events
Assistant Technical Delegate	<b>Mathias OTTO-ERLEY</b> 10052716	GER	Technical delegate (3)	All Events
<b>3. Course Designer</b>				
Cross Country Course Designer	<b>Rüdiger SCHWARZ</b> 10050161	GER	Course designer (3)	All Events
Jumping Course Designer	<b>Frank ROTHENBERGER</b> 10050086	GER	Course designer (4)	All Events
Cross Country Assistant Course Designer	<b>Bernd BACKHAUS</b> 10003719	GER	Course designer (3)	All Events
Cross Country Assistant Course Designer	<b>Michael GOLA</b> 10140590	GER	Course designer (N)	All Events
Cross Country Assistant Course Designer	<b>Gert BOONZAAIJER</b> 10004225	NED	Course designer (3)	All Events
Cross Country Assistant Course Designer	<b>Kai-Steffen MEIER</b> 10004622	GER	Course designer (N)	All Events
Course Builder	<b>Willis Brothers</b> 30000095	GBR	Corporation	All Events
<b>4. Chief Steward</b>				

Assignment	Name / FEI ID	NF	Function	Events
Chief Steward	<b>Caroline FARWICK</b> 10052994	GER	Steward (3)	All Events
<b>5. Assistant Stewards</b>				
Assistant Steward	<b>Nathaly FULDA</b> 10051916	GER	Steward (2)	All Events
Assistant Steward	<b>Iris SCHLESS</b> 10120984	GER	Steward (2)	All Events
Assistant Steward	<b>Jean Marc VARILLON</b> 10016044	FRA	Steward (1)	All Events
Assistant Steward	<b>Dieter STUT</b> 10050249	GER	Steward (2)	All Events
Assistant Steward	<b>Caroline SCHINDLBECK</b> 10050133	GER	Steward (2)	All Events
<b>6. FEI Veterinary Delegate</b>				
Veterinary Delegate	<b>Friedrich-Wilhelm HANBÜCKEN</b> 10048947	GER	Official Veterinarian (3)	All Events
<b>7. Veterinary Service Manager &amp; Treating Veterinarian</b>				
Veterinary Service Manager (VSM)	<b>Friedrich APPELBAUM</b> 10050710	GER	Official Veterinarian (3)	All Events
Treating Veterinarian	<b>Anna ENDRIKAT</b> 10094172	GER	FEI Permitted Treating Veterinarian	All Events
<b>8. Chief Medical Officer &amp; Medical Services</b>				
Chief Medical Officer	<b>Prof. Dr. Med. Frank HILDEBRAND</b> 10243003 Phone: <b>+49 176 23203803</b>			All Events
Medical Services	<b>ARGE DRK/ Johanniter</b> 30000096		Corporation	All Events
<b>9. Farrier</b>				
Farrier	<b>Team Paffen/ Lamberty</b> 30000097 Phone: <b>+49 171 4251031</b>		Corporation	All Events
<b>10. NF Delegate</b>				

Assignment	Name / FEI ID	NF	Function	Events
NF Delegate	<b>Mathias OTTO-ERLEY</b> 10052716	GER		All Events

## VI. INVITATIONS

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### 1. GENERAL

**Invited NFs** 7 ( AUS , FRA , GBR , GER , NZL , USA , IRL )  
*Reserve Teams: JPN/ SWE/ NED*

In case one of the invited teams will not be able to compete or with less combinations than invited, the OC has the right to invite another team or individual athletes.

The NF selects the athletes that will represent the team. A team consist of 3-4 athletes with one horse each.

The invited teams are allowed to either bring a second horse for one team member or a fifth athlete from the NF for the individual competition. The team horses/athletes have to be declared with the definite entry.

#### **Individual athletes from NFs not sending a team:**

will be invited according to the World Ranking List plus another two individuals by wildcard of the OC

#### **German Individuals:**

The OC reserves the right to invite individual athletes in addition to the team who are nominated by the NF with one or two horses.

#### **ADDITIONAL QUALIFICATION CRITERIA SET BY THE OC:**

The athlete and horse are required to have one minimum eligibility result (not necessarily as a combination) from a CCI4\*-S competition within the last 12 months of the nominated entry.

<b>Number of athletes from the host nation</b>	10
<b>Number of athletes per NF</b>	5 5 per NF represented with a team 4 athletes start in the team 1-2 athletes per NF not represented with a team
<b>Maximum number of horses per athlete</b>	2
<b>Ballot procedure in case of excessive entries</b>	N/A

Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

## **2. ENTRY RIGHTS TO SHOWGROUNDS / ACCREDITED PERSONS**

Entry right to the stable area according to FEI Veterinary Regulations Articles 1008-1009

### **NUMBER OF ACCREDITED PERSONS**

**Athlete** 1

**Partner** 1

**Groom** 1

**Horse owner** 1 accreditations per horse acc. to FEI Passport  
Subject to change: Due to covid-19-regulation, the number of accreditations may be adjusted.

Holders of a show pass accept the General Terms and Conditions (GTC), including the Special Ticket Terms and Conditions (Special TGTC), the Show Ground Regulations and the Data Protection Declaration of the ALRV as well as the protection and hygiene concept applicable at the time of the event ([www.chioaachen.com](http://www.chioaachen.com)).

In order to meet the current and possibly still to be expected official requirements, the following applies:

Show passes are generally personalized and only valid for the person registered by name. For verification, the presentation of a valid identity card can be requested at the entrance if necessary.

All persons who wish to enter the show grounds must prove before or at the entrance that they either belong to the immunised (recovered or fully vaccinated) or present a currently valid negative test certificate.

## VII. ENTRIES

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### IMPORTANT

- Entries must be made through the FEI Entry System for all categories of this Event (<https://entry.fei.org>);
- Additional documentation can be found at:  
<https://inside.fei.org/fei/your-role/it-services/fei-entry-system>
- All Athletes and Horses participating in any International Competition must be registered with the FEI;
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

### 1. ENTRY DATES AND ENTRY FEES

Entries have to be in accordance with Art. 509 of the FEI Eventing Rules, 25th edition, effective 1st January 2020, updates effective 1st January 2021.

#### Deadlines for entries

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<b>Closing date for definite entries:</b>	<b>CCIO4*-S</b> 30/08/2021 Closing date of nominated entries: <b>16/08/2021 to be sent to: <a href="mailto:jana.kun@chiaoachen.de">jana.kun@chiaoachen.de</a></b>
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<b>Last date for substitutions:</b>	<b>CCIO4*-S</b> 16/09/2021 One hour prior to the Horse Inspection.
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#### Fees for horses

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##### Entry fee per horse

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Not Applicable

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##### EADCMP Fee

Lower Level Events (CIMs) CHF 18 per horse per event (For definition of CIMs see Appendix E of the FEI General Regulations)  
Higher Level Events CHF 25 per horse per event (All other events not defined as CIMs)

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CCIO4*-S	25 EUR (25 CHF not included in entry fee)
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##### Stabling fee per horse

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Not Applicable

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##### Total fee per horse

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CCIO4*-S	25 EUR
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### 2. DETAILS ENTRY PROCEDURE FEE / PAYMENT

The EADCMP fee will be added to each riders final account and payable at the end of the event.



FEI Entry System and HippoBase: Entries made via the FEI Online Entry system do not have to be made in HippoBase again. When the OC accepts the entries in the FEI system they will transfer riders and horses to HippoBase. Once copied NFs are kindly requested to provide the additional information in the HippoBase System.

NFs please note: A show might not be listed in HippoBase before the OC has transferred your entries. The synchronization procedure between the two systems is based on FEI-IDs of athletes and horses; entries existing in both system will be detected and will not create duplicates.

NFs who do not yet have a login for HippoBase or who need technical assistance may contact [support@hippobase.com](mailto:support@hippobase.com).

Additional information to be entered in HippoBase:

Rider companions like grooms or horse owners who wish to access the venue must be entered under the respective rider and we kindly ask you to assign a picture to those people so accreditation passes can be prepared.

Requests for hotel reservations have to be specified with the room type (single/double) and the date of arrival and departure directly in HippoBase. If you do not need a room for someone please specify "none" as room type to clarify this.

Privacy Policy Declaration:

Based on Article 6 paragraph 1 a, b & f, GDPR (General Data Protection Regulation of the European Union), presenting the entries for the CHIO Aachen 2021 all parties concerned (Chefs d'Equipe, athletes, horse owners, grooms, vets, trainers and other accompanying persons) consent that the organising committee Aachen-Laurensberger Rennverein e.V. (ALRV) may process their personal data for the purpose of organisation and safe execution of this CHIO and may also forward them to third parties for this purpose. Dependent of the role and possibly already elsewhere given consent, this personal data may be processed as long as up to 3 months after the next CHIO.

The Privacy Policy of the ALRV can be viewed here [www.chioaachen.com](http://www.chioaachen.com). The consent may be revoked in writing at any time with effect for the future. Revoking the consent may result in withdrawal of entry right as well as withdrawal of show pass.

### **3. OTHER FEES**

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

Hay	8 EUR per bale First bedding (2 bales of straw or 2 bales shaving) is free of charge Following feed and extra bedding per horse is also free: 2 bales straw 1 bale hay 1 bag HAVENS horse feed
Straw	5 EUR per bale First bedding (2 bales of straw or 2 bales shaving) is free of charge Following feed and extra bedding per horse is also free: 2 bales straw 1 bale hay 1 bag HAVENS horse feed

Shavings	12 EUR per bale First bedding (2 bales of straw or 2 bales shaving) is free of charge Following feed and extra bedding per horse is also free: 2 bales straw 1 bale hay 1 bag HAVENS horse feed
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Sanitary facilities            Provided by the OC

All aforementioned amounts include VAT, if applicable

VAT number of the Organiser:

#### **4. NO-SHOWS AND LATE WITHDRAWALS**

In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF will be held liable to reimburse the OC for the actual financial loss incurred by the OC (i.e. stabling and hotel expenses) as a result of the late withdrawal or no-show.

**Amount charged**            200 EUR  
200€/night; in case of no show at the hotel (this also refers to a later arrival at the hotel than booked via Hippobase)

**Refund procedure**

#### **5. QUALIFICATIONS**

Entries have to be in accordance with Art. 520 and 521 of the FEI Eventing Rules, 25th edition, effective 1st January 2020, updates effective 1st January 2021.

The eligibility to compete will be determined by a combination of the following:

- The level of the Athlete category (National, D, C, B, A) (Art.519)
- The achievement of a number of Minimum Eligibility Requirements according to the eligibility matrix of requirements (Art. 520)

##### **Extra qualifications**

The athlete and horse are required to have one minimum eligibility result (not necessarily as a combination) from a CCI4\*-S competition within the last 12 months of the nominated entry.

## VIII. TIMETABLE

CCIO4*-S	Day	Date	Time
Vet examination on arrival	Wednesday	15/09/2021	16:00 - 20:00
Opening of stables	Wednesday	15/09/2021	16:00 - 20:00
Vet examination on arrival	Thursday	16/09/2021	08:00 - 17:00
Opening of stables	Thursday	16/09/2021	08:00 - 17:00
Chef d'Equipe and Riders' Meeting	Thursday	16/09/2021	13:00 - 13:45
Official course inspection	Thursday	16/09/2021	Chef d'Equipe and Riders' Meeting
1st horse inspection	Thursday	16/09/2021	17:00 - 17:45
Declaration of starters	Thursday	16/09/2021	18:00 - 18:30
Training Dressage Driving Area	Thursday	16/09/2021	18:15 - 19:45
Dressage Test	Friday	17/09/2021	08:30
Jumping Test	Friday	17/09/2021	17:45
Cross-Country Test	Saturday	18/09/2021	09:45
Prize-giving	Saturday	18/09/2021	14:15
<b>S15 porta-Cup</b> Combined Eventing-, Jumping and Driving Competition	Saturday	18/09/2021	21:30

## IX. COMPETITIONS

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These competitions will be in accordance with the FEI Eventing Rules and its Annexes, 25th edition, effective 1st January 2020, updates effective 1st January 2021.

### CCIO4\*-S

#### TECHNICAL CONDITIONS

**DRESSAGE TEST**            CCIO4\* B  
CCIO4\*-S

**CROSS-COUNTRY**            **Length:**                                3990 m  
**TEST**  
CCIO4\*-S                        **Speed:**                                570 m/min  
**Number of efforts:**                    30-35

**JUMPING**                        **Distance:**                            600 m  
CCIO4\*-S                        **Speed:**                                375 m/min  
**Max. number of efforts:**              15  
**Number of obstacles:**                11-12

#### PRIZE CLASSIFICATION

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**Total amount of prize money per**            175,000 EUR  
**section:**    Team and Individual Classification

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**Individual:**  
37.000/25.000/18.000/12.000/10.000/7.000/5.000/3.500/2.500/2.000/6x500

**Team:**  
16.500/11.000/7.500/6.000/4.000/3.000/2.000

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see below

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**Other details on prize money distribution**

All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest.

Settlement of accounts per athlete

Reimbursement of prize money will be paid out by bank transfer per athlete (not per horse resp. per horse owner) within 14 days after the CHIO. For this purpose the NF's are requested to state the bank information (name of recipient, bank name, bank code, account number, IBAN and BIC codes) of their athletes together with the online entries in HippoBase. In case the money transaction does not go through due to incorrect or incomplete bank information, the OC reserves the right to charge a lump sum of 80,-€ for any handling fees charged by the bank.

The Organising Committee is authorised to deduct any possible outstanding duties from the payment. Each athlete is obliged to forward the prize-money as well as any reimbursement to the respective horse owner.

Each athlete is obliged to check and sign the final account at the accounting office before departure. The horse passports will only be handed out after the accounts have been settled.

Taxation of Foreign Horse Owners, Athletes and Grooms:

According to § 50a - Abs. 4 EStG of the German Tax Rights the OC must detain tax (withholding tax on income earned) from all accounts paid out to foreign horse owners, athletes and grooms.

The horse owners and athletes can apply for exemption of these taxes at the Central Federal Office for Finances, if the lawful requirements are met: Bundeszentralamt für Steuern, An der Kuppe 1, 53225 Bonn, Germany, phone: +49 228-4060, fax: +49 228-4062661. An exemption of these taxes is only possible if the appropriate certificate is submitted. The documents for the exemption of tax can be downloaded from the website [www.bzst.bund.de](http://www.bzst.bund.de).

Subject to change.

**COMPETITION No S15**

**porta-Cup**

**Combined Eventing-, Jumping and Driving Competition**

**Table C acc. to Art. 268.1.4. Jumping Rules (for jumping and driving only)**

**For eventing there will be an optimum time acc. to Eventing Rules 545.2.1., 548.2 and Annex I (Indoor Arena Cross Country Rules) (course length 600-700m / 450m/min)**

A team consists of 1 eventing rider, 1 jumping rider and one four-in-hand driver. They enter the arena together.

The eventing athlete starts first and jumps a course of approx. 12 XC type obstacles.

As soon as the horses forefeet of the eventing rider jumping the last obstacle have reached the ground, the jumping rider may jump the first obstacle of his round.

In the meantime the eventing rider dismounts his/her horse and the horse is brought outside of the arena by the groom.

The eventing rider walks on foot to the finish line of the jumping course.

As soon as the jumping rider has crossed the finish line the eventing athlete runs to the drivers' waiting area and mounts the carriage.

The carriage driver must then drive an obstacle course with cones and Marathon-type obstacles.

The total time for the team is taken from the moment when the first jumping Athlete crosses the starting line until the driver passes the finishing line. Penalty seconds occurred by the eventing athlete are added to the total time of the team before the first jumping rider starts.

Conversion of penalties into seconds:

knock-down: 3 seconds  
disobedience with knock-down: 6 seconds  
2nd disobedience: elimination  
Eventer outside the flag: 5 seconds

If any of the members of a team is eliminated in his/her section 60 seconds on top of the time allowed/optimum time in this section will be added to the team result. However, the team is not eliminated and all other athletes may start their sections.

Vehicle: according to Art. 937.4

Maximum number of Athletes: 6 jumping riders – on invitation of OC  
6 eventing riders – on invitation of OC

acc. to qualification criteria outlined in the approved schedule for the CCIO4\*-S Aachen 2021

6 four-in-hand drivers – on invitation of OC

Starting order: by draw

Total prize money: € 30.000

Breakdown of prize-money:

Team 1st place: 3.500€ / each athlete  
Team 2nd place: 2.000€ / each athlete  
Team 3rd place: 1.500€ / each athlete  
Team 4th place: 1.200€ / each athlete  
Team 5th place: 1.000€ / each athlete  
Team 6th place: 800€ / each athlete

**PRIZE MONEY SUMMARY**

<b>Category</b>	<b>Amount</b>
CCIO4*-S	175,000.00 EUR
<b>Total</b>	<b>175,000.00 EUR</b>

**IMPORTANT**

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

The value of the **1st prize must not exceed 1/3 of the total prize money** distributed for the competition. The minimum number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS**

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

**The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.**

## X. FACILITIES OFFERED

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### 1. ATHLETES

#### ACCOMMODATION

**Hotel name:** aachen tourist service e.V.

**Address:** Markt 45-47  
52062 Aachen Germany

**Telephone:** +49 241 1802952

Accommodated (bed and breakfast) from **15/09/2021** to **18/09/2021**

At the expense of **Athletes**



Athletes are responsible for making their own arrangements.

Hotel will not be provided. Lorries can be parked free of charge near to the stables.

Hotel rooms at own expense can be booked through:

**aachen tourist service e.V.**

Markt 45-47, 52062 Aachen

Phone: +49 241 1802952

Fax: +49 241 1802930

E-Mail: [chio@aachen-tourismus.de](mailto:chio@aachen-tourismus.de)

**Accommodation Chef d'Equipes**

Hotel Ibis Aachen-Marschierter

Friedlandstraße 8

52064 Aachen

Phone: +49 241 47880

Fax: +49 241 4788110

[https://all.accor.com/hotel/0967/index.de.shtml?](https://all.accor.com/hotel/0967/index.de.shtml?utm_campaign=seo+maps&utm_medium=seo+maps&utm_source=google+Maps)

[utm\\_campaign=seo+maps&utm\\_medium=seo+maps&utm\\_source=google+Maps](https://all.accor.com/hotel/0967/index.de.shtml?utm_campaign=seo+maps&utm_medium=seo+maps&utm_source=google+Maps)

Accommodation (bed&breakfast) at OC expense from Wednesday 15/09/2021 to Saturday 18/09/2021.

The OC kindly asks to submit hotel room requirements for their chef d'équipes with the nominated entries (16/08/2021). It is also necessary to state if hotel rooms will not be needed. The exact hotel room requirements must be stated at the latest with the definite entry (30/08/2021). Changes to the hotel reservation can not be accepted after this date.

**Meals for Athletes and Chef d'Equipes**

Meals from 15/09/2021 to 18/09/2021 will be at the OC's expense.

Meals will be provided in the Riders' Club (lunch) and Restaurant Karli's / Stables Inn (dinner).

**MEALS**

At the expense of the **Organiser**

Meals provided from **15/09/2021** to **18/09/2021**

Meals will be provided in the Riders' Club (lunch) and Restaurant Karli's / Stables Inn (dinner).

**2. GROOMS**

## **ACCOMMODATION**

Requests for accommodation must be sent with entries.

Accommodation will be at the expense of **Athletes**

Accommodated (bed and breakfast) from **15/09/2021** to **18/09/2021**

Hotel rooms at own expense can be booked through:

**aachen tourist service e.V.**

Markt 45-47, 52062 Aachen

Phone: +49 241 1802952

Fax: +49 241 1802930

E-Mail: chio@aachen-tourismus.de

## **MEALS**

Meals at the expense of the **Organiser**

Meals provided from **15/09/2021** to **18/09/2021**

Meals will be provided in the Restaurant Stables Inn.

**NB: If applicable, Organiser must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.**

If applicable, Organiser must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

## XI. LOGISTICAL, ADMINISTRATIVE AND TECHNICAL INFORMATION

### 1. DRAWS

#	Draw name	Day	Date	Time	Additional information
1	CCIO4*-S	Thursday	16/09/2021	13:00	<p><b>Location:</b> Press Conference Room</p> <p><b>Starting Order:</b></p> <p><b>Dressage and Jumping:</b> as per the rules of the Eventing Nations Cup. Starting order in the Cross Country: As by the rules of the Eventing Nations Cup, but for the best 25% the below rule of Art. 533.2.2.b will apply:</p> <p><b>533.2.2. Cross Country Test</b></p> <p>At the discretion of the Organising Committee:</p> <p>b) May be run in reverse order of classification for the best 25 percent of competitors. The same draw starting order of the Dressage and Jumping Tests will be followed for the remaining competitors. If two Horses ridden by the same Athlete are classified too close to each other, the starting order of the lower placed one must be adjusted.</p>

### 2. COMPETITION ARENAS

	Name	Width (m)	Length (m)	Type of footing/ground
Dressage	Dressage	20	60	grass
Cross-country	Cross Country			grass
Jumping	Jumping	125	145	grass

### 3. PRACTICE ARENAS

Name	Width (m)	Length (m)	Type of footing/ground
Dressage	20	60	grass
Dressage Indoor	24	64	sand
Jumping	110	130	grass

### 4. STABLES

Size of boxes **3 m x 3 m**  
(80% minimum 3m x 3m + 20% 3m x 4m)

Horses will be stabled (incl. 1st bedding - straw) on the show grounds from 15.09.2021 to 18.09.2021. Please enter the requested type of bedding for each horse into the Hippobase entry system. Only the assigned stables may be used.

Additional horses not officially starting at the CHIO Aachen can not be brought along.

Due to the actual FEI regulations all horses need to be checked upon arrival. Therefore an arrival between 22.00 and 07.00h is not possible.

## 5. SCORING/TIMING PROVIDER

The Scoring and Timing of the Event will be performed by the following FEI Certified Provider:

(The list of certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

<b>Name of the company:</b>	Rechenstelle GbR		
<b>FEI Certified Service Provider ID number:</b>	GU31Y202AKSCH		
<b>Contact person at event:</b>	<b>Name:</b>	Arend ( Ariën )TOLNER	
	<b>FEI ID Number:</b>	10199930	
	<b>Contact email:</b>	arie@scgvisual.com	

SCG Visual

## 6. OTHER TECHNOLOGY/SERVICE PROVIDER(S)

Will you use other technology/service provider(s) at your Event? **Yes**

<b>Name of company</b>	<b>Contact person</b>	<b>FEI ID</b>	<b>Contact email</b>	<b>Activity / function</b>
SAP	Henrike PAETZ	10244908	henrike.paetz@sap.com	Other

Ticketing

## 7. PRIZE-GIVING CEREMONY

The owner of the winning horse/pony is invited to the prize-giving ceremony: **Yes**

The number of athletes required to present themselves for the prize-giving ceremony of each competition is: **8**

Athletes riding their horses: **Yes**

**The number of athletes required to present themselves for the prize-giving ceremony of each competition is:**

8 (individuals) and 3 (teams)

## 8. ADVERTISING ON ATHLETES AND HORSES

At CI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with article 541 of the FEI Eventing Rules.

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

## 9. TICKETING

Are you selling tickets for spectators to attend your event? **Yes**

**Name of your ticketing provider:** SAP

**Web address to buy tickets:** [www.chioaachen.de](http://www.chioaachen.de)

## 10. BETTING

Betting will be authorised by the Organiser: **No**

## 11. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:

Event	Paid by	Price per km
All Events	The Athlete	-
-		

## 12. WELCOME

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

## 13. LOCAL TRANSPORTATION & ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Walking distance: **Yes**

Organiser shuttle service available: **Yes**

Public transport available: **Not applicable**

A Shuttle-Service for chefs d'equipe and athletes from the airport Cologne/Bonn, Düsseldorf (but not Düsseldorf-Weeze), or Maastricht-Aachen Airport/NL and from the hotel to the show grounds and back is provided from Monday, September 13th until Sunday, September 19th, 2021, daily between 06.30-00.30 hours.

Please order the shuttle at least 24 hours in advance at [showoffice@chioaachen.de](mailto:showoffice@chioaachen.de).

Each team will receive 1 parking pass for the duration of the event for a parking area near the show grounds. Individuals will receive a parking pass on request and according to availability.

#### **14. LORRY / CARAVAN FACILITIES**

Lorry or caravan can be parked close to the stables: **Yes**

Square for OC to include additional details if necessary.

#### **15. SUSTAINABILITY**

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here:  
<http://inside.fei.org/fei/your-role/organisers/handbook>

## XII. VETERINARY MATTERS

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### 1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Not applicable

For questions pertaining to the veterinary and animal diseases legislation for horses from abroad and regarding the horses' transportation, the OC is ready to assist: [Jana.Kun@chioaachen.de](mailto:Jana.Kun@chioaachen.de)

Customs and veterinary fees will not be taken over.

### 2. HEALTH REQUIREMENTS

#### GENERAL

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

#### ENTRY OF HORSES

##### Required health tests and vaccinations

-

##### Quarantine period

-

##### Specimen Import Licence applied

-

Every Athlete is obliged to deliver all necessary health certificates for the transport to the event or identification of the horses before they come into the stables:

a) in case of arrival from a EU-member-country, a health attestation for registered horses acc. to sample of Annex II to COUNCIL DIRECTIVE 2009/156/EC (see <http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32009L0156&from=DE>) of the currently valid version will be necessary.

b) in case of arrival from a country not belonging to the EU, a health certificate for registered horses acc. to sample of annex II (see [https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigungen/\\_texte/Pferde.html](https://www.bmel.de/DE/Tier/TierhandelTransport/Gesundheitsbescheinigungen/_texte/Pferde.html)) of the decision of the commission 92/260/EG of the currently valid version will be necessary.

A certificate must be done in at least one official language of the country of destination and in one official language of the member country. The Athlete must carry with him the original certificate, not a copy.

The organiser sees to it that on the competition site, an official state veterinarian is present to issue the health certificates which are necessary for the transport of the horses to their destination abroad.

In case the OC has entrusted a forwarding agency, the latter is ready to assist regarding the required documents.

Furthermore, questions relating to health requirements for horses can be directed to the veterinary authorities in the country of origin or in Germany.

### **3. NATIONAL REQUIREMENTS**

In addition to the Rules and Regulations applicable as set out above the following national regulations apply:

- German Animal Welfare Act (Tierschutzgesetz):

[www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschg/gesamt.pdf)

- German Law concerning Manufacture and Distribution of Medicines (Arzneimittelgesetz):

[www.gesetze-im-internet.de/bundesrecht/amg\\_1976/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/amg_1976/gesamt.pdf)

- German Animal Health Act (Tiergesundheitsgesetz):

[www.gesetze-im-internet.de/tiergesg/TierGesG.pdf](http://www.gesetze-im-internet.de/tiergesg/TierGesG.pdf)

- German Regulation for Animal-Welfare during Transport (Tierschutztransportverordnung)

[www.gesetze-im-internet.de/bundesrecht/tierschtrv\\_2009/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/tierschtrv_2009/gesamt.pdf)

- German Regulation regarding Livestock Transport (Viehverkehrsverordnung)

[www.gesetze-im-internet.de/bundesrecht/viehverk\\_2007/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/viehverk_2007/gesamt.pdf)

- etc.

### **4. PONIES**

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

### **5. INJURY SURVEILLANCE**

FEI Veterinary Regulations Chapter VIII: Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

### **6. TRANSPORT OF HORSES**

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

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

#### **7.1 PASSPORTS (FEI GENERAL REGULATIONS ARTICLE 137)**

For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation. All Horses competing at FEI Events must be registered with the FEI. FEI Passports or FEI Recognition Cards (for those Horses with a



national passport approved by the FEI) are compulsory for FEI Events. NB: Horses entered in CIMs and in CSIP in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (GRs 137.2). Athletes who do not present a Horse's Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be subject to Sanctions in accordance with Annex VI of the FEI Veterinary Regulations and may not be allowed to compete. NB: for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

## **7.2 VACCINATIONS - EQUINE INFLUENZA (FEI VETERINARY REGULATIONS ARTICLE 1003)**

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

<b>Vaccination</b>	<b>Protocol</b>	<b>Eligibility to enter venue</b>
Primary course	1st Vaccination: day 0 2nd Vaccination: day 21-92	May compete 7 days after the 2nd Vaccination
First booster	Within 7 months of the 2nd vaccination of the Primary Course	May compete for 6 months +21 days after the 2nd vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
Boosters	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in the 6 months +21 days of the booster previous vaccination	Must have been vaccinated within 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

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

## **7.3 EXAMINATION ON ARRIVAL (FEI VETERINARY REGULATIONS ARTICLE 1031)**

On arrival at an Event venue, all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

## **7.4 HORSE INSPECTIONS (FEI VETERINARY REGULATIONS ARTICLES 1034-1042)**

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete by the Inspection Panel will not be permitted to compete.

## **7.5 LIMB SENSITIVITY EXAMINATION (FEI VETERINARY REGULATIONS ARTICLE 1048-1053)**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event, including, but not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event. Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

## **8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)**

### **8.1 SAMPLING (FEI VETERINARY REGULATIONS CHAPTER VII)**

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

### **8.2 ELECTIVE TESTING (FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058)**

Elective Testing may be carried out prior to an Event to check for the presence of prohibited substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> for information and details.

## **XIII. HUMAN ANTI-DOPING**

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

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

## XIV. ADDITIONAL INFORMATION

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### 1. THE FEI POLICY FOR ENHANCED COMPETITION SAFETY DURING THE COVID-19 PANDEMIC

The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic (“Policy”) (<https://inside.fei.org/fei/covid-19/return-to-play/policy-tools>) is mandatory and applies for any FEI Event taking place **as of 1 July 2020**. The Policy has been developed based on currently accepted best practices by the WHO and US Center for Disease Control (CDC) and will be continually reviewed and updated as more information becomes available. It is not intended to replace the applicable guidance and policies from domestic government and health authorities, but to supplement their recommendations with sport specific considerations.

The OC shall submit the risk assessment and mitigation plan (including name and contact details of the person in charge) to the FEI as an annex to the Event Schedule, **at the latest ten (10) working days before the event’s deadline for Definite Entries**.

Events for which the FEI has not received the documented risk assessment and mitigation measures plan in accordance with article 2.1.g) of the Policy **will be removed from the FEI calendar** in accordance with Article 112.3 of the FEI General Regulations.

#### ASSUMPTION OF RISK / WAIVER OF LIABILITY

In consideration of being allowed to participate in the Event and related activities, all Participants (as defined in the Policy) acknowledge, appreciate, and agree that:

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; and,
2. The Participants knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the OC or others, and assume full responsibility for their participation; and,
3. The Participants willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases. If, however, a Participant observes any unusual or significant hazard during his/her presence or participation, the Participant will remove himself/herself from participation and bring such to the attention of the nearest official immediately; and,
4. The Participants, for themselves and on behalf of their heirs, assigns, personal representatives and next of kin, **HEREBY RELEASE AND HOLD HARMLESS THE OC AND THE FEI, their officers, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event (“RELEASEES”), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law.**

The Participants confirm to have read this release of liability and assumption of risk agreement, fully understand its terms, understand that they have given up substantial rights.

### 2. MEDICAL INFORMATION FORM FOR ARMBANDS

#### Declaration of medical condition

Athletes with medical conditions that may be relevant in the case of a medical emergency are responsible, at every Event when riding, for wearing a medical data carrier\* from a system provider able to communicate information at least in English. Alternatively (and at the minimum) a medical armband of good quality can be used. Athletes who chose to wear an armband should download and fill the form available for this purpose on the FEI’s website <http://inside.fei.org/fei/your-role/officials/eventing/forms>.

*\* Medical data carrier (also called “medical identification tag”): small emblem or tag worn on a bracelet, neck chain, or on the clothing, intended to alert paramedics/physicians/ first responders that the wearer has an important medical condition.*

Conditions that are relevant include recent head injury, serious past injuries/surgery, chronic health problems such as diabetes, long-term medications and allergies. If in doubt, the athlete should discuss this with his own treating physician.”

### **3. INSURANCES AND NATIONAL REQUIREMENTS**

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

#### **3.1 ATHLETES, OWNERS AND SUPPORT PERSONNEL**

##### **3.1.1 Personal accident and health insurance**

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

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

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

##### **3.1.2 Press equipment**

Press equipment and other items left in the Press workroom, Press lockers, the Press Tribune or anywhere on the showgrounds are left entirely at the owner's risk. The Organising Committee does not accept any responsibility for any loss or damage to such equipment or items. Members of the Press are advised not to leave any equipment or personal items unattended.

##### **3.1.3 Personal property insurance**

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

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

#### **3.2 ATHLETES AND OWNERS**

##### **3.2.1 Third party liability insurance**

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

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

##### **3.2.2 Additional liability information**

The organizer declines any liability for property or pecuniary damage which may happen to visitors, athletes, grooms and horse owners through slight negligence of the organizer, his delegates or his assistants. The OC is liable in case of intent, gross negligence as well as in case of injury to life, body or health and in further cases he is liable for compelling legal liability acc. to the legal requirements.

### **3.2.3 Horse insurance**

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

## **4. PROTESTS / APPEALS**

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

Protest and appeal forms are available on the FEI website:

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

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

## **5. DISPUTES**

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

## **6. MODIFICATION TO SCHEDULE**

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

## **7. ADDITIONAL INFORMATION FROM THE ORGANISER**

### **7.1 CANCELLATION OF A COMPETITION**

In the event of a cancellation of a competition due to a force majeure event (such as extreme weather conditions, pandemic, etc) and provided the cancelled competition(s) cannot be rescheduled at the Event, there will be no ranking points, no standing/classification, and no Minimum Eligibility Requirements for said competitions. In addition, the Organiser has no obligation to pay the prize-money (or a portion of it) for a cancelled competition.

### **7.2 GERMAN SHOW RULES**

The OC acknowledges that para 1.4 LPO (German Show Rules) is binding for international events in Germany.

### **7.3 TIMETABLE**

The times stated under "VIII. TIMETABLE" are subject to alterations.

### **7.4 FEI-PASSPORTS**

Horses entered in CIMs (CCI1\*-Intro/CCI2\*-S&L/CCI3\*-S&L/CCIP1/CCIP2) in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (GRs 137.2).

### **7.5 GERMAN ANIMAL WELFARE ACT**

According to paragraph 6 of the German Animal Welfare Act, trimming the vibrissae around eyes and muzzle as well as clipping or cutting the hairs inside the ears of horses are prohibited.

### **7.6 BRIDLE NUMBERS**

Athletes must supply their own bridle number

### **7.7 MOTORISED VEHICLES OR MOTORBIKES**

Are strictly prohibited on the entire show grounds and the XC course

## 7.8 DOGS

Are strictly prohibited on the entire show grounds and the XC course

## 7.9 DATA PROTECTION BASIC REGULATION

With the entry declaration the athlete agrees that the show organizers are permitted to save their data and uses photos and film footages made at the event of the athlete for publications.

## 7.10 ACKNOWLEDGEMENT of the General Terms & Conditions (GTC), the Special-GTCT, the Show Ground Regulations, the Accreditation Rules as well as the German Animal and Welfare Laws and Guidelines

As soon as NFs have presented their entries, all Chefs d'Equipe, athletes, also on behalf of the horse owners, as well as their employees/grooms, representatives and accompaniments are obliged, from the moment of arrival on the show grounds, to acknowledge and keep within the ALRV (OC) General Terms & Conditions (GTC), the Special-GTCT, the Show Ground Regulations as well as the Accreditation Rules in the version currently valid at the time of the Event, to acknowledge and keep within the German Animal and Welfare Laws and Guidelines, and to behave according to the ethical principles in common practice.

Violation of this code will be dealt with by the respective Ground Jury or Appeal Committee, in accordance with the Rules and Regulations of the FEI.

As soon as NFs have presented their entries, all Chefs d'Equipe, athletes, also on behalf of the horse owners, as well as their employees/grooms, representatives and accompaniments, are obliged, from the moment of arrival on the show grounds, to acknowledge and keep within the "Code of Conduct".

Violation of this code will be dealt with by the respective Ground Jury or Appeal Committee, in accordance with the Rules and Regulations of the FEI.

## 7.11 INFORMATION ON COVID19

FEI: see Covid-19 Frequently Asked Questions (FAQs): <https://inside.fei.org/fei/covid-19/faqs>

NF GER: see "Coronavirus: "Impact on Equestrian Sport" (Auswirkungen auf den Pferdesport): <https://www.pferd-aktuell.de/coronavirus>

## 8. MINIMUM AGE LIMITATION

Level	Athletes	Horses
1*	12	5
2*	14	6
3*	16	6
4*	18	7
5*+CH4*	18	8

## 9. PRIZE MONEY DISTRIBUTION

### IMPORTANT

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

The value of the **1st prize must not exceed 1/3 of the total prize money** distributed for the competition. The minimum

number of prizes offered for each competition must be allocated on the basis of one prize for every commenced four Athletes, with a minimum of five prizes.

#### **DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS**

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

**The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.**

#### Distribution of Prizes and Indemnities

All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest.

Settlement will be done per athlete. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. Taxes are due on prize money as well as on prizes given in kind instead of prize money and on reimbursements. As a rule, the deduction (based on the amount received per day) is 0 % on amounts up to and including 250 EUR, 15 % plus solidarity surcharge (currently 0,82 % on the prize money or 5,5 % on the amount of tax deduction) on amounts above 250 EUR. Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athlete himself is responsible for the correctness of the details he submits.

If Athletes have to be placed equally, the money value of possible prizes in kind (e. g. a car) is divided accordingly.

## **XV. ANNEXES**

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### **1. STEWARDING**

If an athlete is uncertain as to whether the boots he/she intends to use during an event are allowed, he/she or his/her representative should show the boots to the Chief Steward for his/her opinion before the boots are used in training or in competition.

In addition, athletes are to be made aware that hind boots must be removed and placed again on the horse's legs in the presence of a Steward while in the warm-up arena prior to entering the competition arena for certain competitions. (If bandages are used in place of boots, athletes are not required to remove the bandages in the warm-up arena.) This procedure is compulsory for competitions for which boot and bandage control is mandatory, that is the Nations Cup, Championships, and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.

As an alternative to carrying out this procedure at the time designated by the Steward an athlete may ask his/her groom to take the boots to the in-gate and place them on the horse's legs in front of the Steward prior to the combination entering the arena.

The Steward has the authority to intervene if a boot is deemed excessively tight by instructing that the boot be removed and put on again correctly. [Stewards are to note that it is normal for a horse's gait to be somewhat affected immediately after boots have been removed and re- placed.] If an athlete or his/her groom refuses to remove and re-place the boot(s) when instructed to do so by the Steward, a Yellow Warning Card will be issued to the athlete in question.

If it is deemed impossible or unsafe to remove the hind boots in the warm-up arena prior to the combination entering the competition arena, due to an extremely excited or nervous horse, the boots of the horse in question are to be removed by the athlete/groom 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.

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)