



CAI-W

Wednesday 13th - Saturday 16th December 2023

I. DENOMINATION OF THE EVENT

Venue : ExCel London
Dates : 13th 16th December 2023 **NF:** GBR
Indoor: ☒

CAI-W (Leg) ☒
CAI-W Final ☐

II. GENERAL CONDITIONS

- FEI Statutes, 24th edition, effective 17 November 2021.
- FEI General Regulations, 24th edition, 1st January 2020, updates effective 1st January 2023.
- FEI Veterinary Regulations, 15th edition, effective 1st January 2023.
- **FEI Driving and Para Driving Rules, 12th edition, effective 1st January 2022, updates effective 1st January 2023.**
- **The FEI World Cup™ Driving Rules – Season 2023/2024.**
- 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.
- 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 in consideration of the Covid-19 situation 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 and Covid-19 related measures, if any, prior to planning their travel to the Event. It is the responsibility of the OC/NF to elaborate, communicate and enforce a Covid-19 mitigation plan if requested by the locally applicable laws and policies. All subsequent published revisions, the provisions of which will take precedence.
- All subsequent published revisions, the provisions of which will take precedence.

THE ANNEXE(S) IS/ARE PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST

Approved by the FEI, Lausanne, on 19.10.2023, updated on 24.10.2023, on 26.10.2023

Signature: 
Manuel Bandeira de Mello
FEI Director Driving & Para Driving

NB: No modifications to the approved Schedule will be accepted less than two weeks prior to the event.

TABLE OF CONTENTS

I.	DENOMINATION OF THE EVENT.....	1
II.	GENERAL CONDITIONS	1
III.	THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE	3
IV.	GENERAL INFORMATION	4
1.	ORGANISER.....	4
2.	ORGANISING COMMITTEE	4
3.	EVENT DIRECTOR.....	5
V.	OFFICIALS.....	6
VI.	INVITATIONS.....	7
1.	GENERAL	7
VII.	ENTRIES.....	7
1.	ENTRY DATES AND FEES	7
2.	OTHER FEES/CHARGES BY ORGANISING COMMITTEE:	8
3.	NO-SHOWS/LATE WITHDRAWALS:	9
VIII.	TIMETABLE.....	9
IX.	COMPETITION DETAIL	10
1.	PRELIMINARY TIMETABLE.....	10
2.	PRIZE MONEY	11
X.	FACILITIES OFFERED	12
1.	ATHLETES	12
2.	GROOMS	12
XI.	LOGISTICAL/ADMINISTRATIVE/TECHNICAL CONDITIONS.....	12
3.	STABLES	12
4.	TIMING DEVICE	13
5.	SCORING/TIMING PROVIDER.....	13
6.	PRIZE GIVING CEREMONY	13
7.	ADVERTISING ON ATHLETES AND HORSES	13
8.	TICKETING	13
9.	BETTING	13
10.	TRANSPORT REIMBURSEMENT HORSES/PONIES.....	13
11.	WELCOME	13
12.	LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS	14
13.	ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS	14
14.	LORRY / CARAVAN FACILITIES	14
15.	SUSTAINABILITY.....	15
XII.	VETERINARY MATTERS.....	15
1.	CUSTOMS FORMALITIES	15
2.	HEALTH REQUIREMENTS	16
3.	NATIONAL REQUIREMENTS	16
4.	PONIES	16
5.	INJURY SURVEILLANCE.....	16
6.	TRANSPORT OF HORSES	17
7.	VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE	17
8.	EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME	18
XIII.	HUMAN ANTI-DOPING.....	18
XIV.	ADDITIONAL INFORMATION	19
1.	INSURANCES AND NATIONAL REQUIREMENTS	19
1.1.	ATHLETES, OWNERS AND SUPPORT PERSONNEL	19
1.2.	ATHLETES AND OWNERS	19
3.	PROTESTS/APPEALS	20
4.	DISPUTES	20
5.	MODIFICATION TO SCHEDULE	20
6.	ADDITIONAL INFORMATION FROM THE ORGANISER.....	20
XV.	ANNEXES.....	23
1.	FEI Entry System	23
2.	RESULTS.....	24

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

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

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

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: <http://inside.fei.org/>.

IV. GENERAL INFORMATION

1. ORGANISER

Name: Hpower International Ltd
Address: Stable House, St Albans Close, Windsor, Berkshire, SL4 1UT
Telephone: +44(0)1753 847900
Fax:
Email: hollyf@hpower.co.uk
Website: www.londonhorseshow.com

Contact Details Show Ground:

Address: ExCeL London, One Western Gateway, Royal Victoria Dock, London
For postcode, please see below

Telephone: +44(0)1753 847900

GPS Coordinates: 51°30'28.3"N 0°02'06.2"E

Accessibility details (directions by road, nearest airport / train station): **By Road:**

If you're arriving via the M11, the North Circular (A406) or the A13, as you get closer to ExCeL you'll pick up signs for Royal Docks, City Airport and ExCeL London. If you're using satellite navigation please enter the postcodes below.

E16 1XL – if you are travelling from the West to ExCeL from Blackwall Tunnel, Limehouse Link, A12 or Central London.

E16 1FR – if you are travelling from the East to ExCeL from the M11, A13 or into London from the east.

What three words - ///expect.likes.eager

Travel By Train and Underground Travelling to ExCeL London just got a whole lot easier with the introduction of Cross-Rail or The Elizabeth Line. The Paddington to Abbey Wood section is now open and the entire line from Heathrow and Reading in the west to Shenfield and Abbey Wood in the east is due to open in the Autumn. This super-speedy line means that journey times will be dramatically reduced. Custom House is the station just outside ExCeL and is 4 minutes to Canary Wharf, 11 minutes to Liverpool Street, 14 minutes to Farringdon, 19 minutes to Bond Street and 22 minutes to Paddington.

ExCeL London is also connected to London Underground and London Overground by DLR (Docklands Light Railway) which is a part of the London Underground network. The Jubilee Line and the DLR are connected to ExCeL London. Visitors to the Horse Show should alight at the Prince Regent Station on the DLR. Trains pull up at a covered walkway leaving visitors with less than two minutes to walk to the entrance.

Air Travel

ExCeL London is located in very close proximity to London City Airport. In the event it is not possible to fly to London City, the next nearest airport is London Stansted.

River and Cable Car

By River: The route is serviced by MBNA Thames Clippers.

Cable Car: The UK's first urban cable car, known as the Emirates Air Line, connects ExCeL London to the O2 and North Greenwich tube station

2. ORGANISING COMMITTEE

Honorary President: N/A

FEI APPROVED SCHEDULE
FEI DRIVING WORLD CUP™ 2023/2024
CAI-W London (GBR) 13-16.12.2023



President of the Event: N/A
Show Secretary: Mrs Holly Farr
Press Officer: Mrs Jo Peck

3. EVENT DIRECTOR

Name: Mr Simon Brooks-Ward CVO CBE TD
Address: Stable House, St Albans Close, Windsor, Berkshire, SL4 1UT
Telephone: +44(0)1753 847900
Mobile:
Fax:
Email: hollyf@hpower.co.uk

FEI APPROVED SCHEDULE
FEI DRIVING WORLD CUP™ 2023/2024
CAI-W London (GBR) 13-16.12.2023



V. OFFICIALS

* **Compulsory**

Please select the FEI Officials from the list provided by the FEI for FEI Driving World Cup™. (available in the FEI Driving World Cup™ Rules)

Re f.	Panel	Function	FEI ID	Name	NF	Level	Email/mobile
1	Ground Jury	Ground Jury President*	10051989	Bert Jambon	BEL	4	stoeterij@diepensteyn.be
		Ground Jury Member*	10000339	Barry Capstick	IRL	3	Capstick243@gmail.com
		Ground Jury Member	10052340	Pia Skar	DEN	4	bettegaarden@mail.dk
2	Foreign Judge	Foreign Judge					*
3	Course Designer	Course Designer*	10052794	Jeroen Houterman	NED	4	houtermanklessens@hetnet.nl
4	Assistant Course Designer	Assistant Course Designer	10086223	Heather Briggs	USA	2	
5	Chief Steward	Chief Steward*	10094111	Harry Luff	GBR	3	harryluff@live.co.uk
6	Assistant Stewards	Assistant Steward	10066985	Jeannie Lane	GBR	3	jeannielanedriving@yahoo.co.uk
		Assistant Steward					
7	FEI Veterinary Delegate	FEI Veterinary Delegate	10087186	Martin Watson, CVO, BVMS, MRCVS	GBR	3	*paulf@newburyweb.net
8	FEI Veterinary Delegate or Veterinary Commission	Veterinary Commission President					
		Assistant FEI Delegate					
		Assistant FEI Delegate					
9	Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010)	Veterinary Service Manager	10053766	Paul Farrington, BVetMed, MRCVS	GBR	3	*martin@foresthousenvets.com
		FEI Permitted Treating Veterinarian	10086608	Richard Hepburn	GBR	2	
10	Medical Doctor			Katherine Hartington	GBR		Katherine.hartington@porthosp.nhs.uk
11	Farrier			Mark Watson	GBR		*+44 7831 280076
12	NF Delegate	NF Delegate (if applicable)					

VI. INVITATIONS

1. GENERAL

Number of qualified drivers	5
Number of Wild Cards that may be allocated	2 (1 GBR)
Number of horses per driver	5

Competitors are invited by the Organizing Committee through their NF

Stables will not be open under any circumstances before 14:00 hrs on Tuesday 12th December. Please note, this is a condition of our use of the venue. Please do not arrive prior to this time. No stabling will be available for additional horses/ponies.

VII. ENTRIES

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:
<http://www.fei.org/fei/your-role/nfs/entry-system-driving>
- All Athletes and Horses participating in any International competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

1. ENTRY DATES AND FEES

Deadlines for Entries

Definite entries:	23/11/23
Last date for substitutions: (one hour prior the Horse Inspection) <i>Entries have to be in accordance with article 946.1.1 of the Driving rules and 116 of the General regulations</i>	Date : 13/12/23 Time: 13:30hrs

LIST OF COMPULSORY FEES:

• Entry Fee per Turnout	
Four-in-hand	€500
• Stabling fee per horse/pony	N/A
VAT:	€100
Total fee per Turnout:	€600 (total amount)

• EADCMP Fee:	<input type="checkbox"/> Included in entry fee
	<input checked="" type="checkbox"/> Not included in entry fee
<i>Higher Level Events</i> CHF 25 for Driving per turnout per event <i>(All other events not defined as CIMS)</i>	

Details entry procedure fee / Payment:	Payment by Bank Transfer prior to the start of the event

2. OTHER FEES/CHARGES BY ORGANISING COMMITTEE:

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.

Electricity for boxes (upon request):	FOC (free of charge)
Manure disposal (maximum € 40 per horse per Event):	€100 per team
Health/customs-related documents for Horses if applicable:	Via Shelley Ashman
Hay:	€15 per bale
Straw:	Not available except in
special circumstances (and will need a Vet certificate) and will be	charge €11 per bale
Shavings:	5 bales free then
additional charged at €15 per bale	
Other (please specify):	EADCMP CHF 25

Lorry/Caravan:

Power supply:	provided by the OC <input type="checkbox"/>	Not provided by the OC <input type="checkbox"/>	Price:
Water supply:	provided by the OC <input checked="" type="checkbox"/>	Not provided by the OC <input type="checkbox"/>	Price:
Sanitary facilities:	provided by the OC <input checked="" type="checkbox"/>	Not provided by the OC <input type="checkbox"/>	Price:
Catering facilities:	provided by the OC <input checked="" type="checkbox"/>	Not provided by the OC <input type="checkbox"/>	Price:

All aforementioned amounts are including VAT

VAT number of the Organiser	GB843845601
-----------------------------	-------------

3. NO-SHOWS/LATE WITHDRAWALS:

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

Refund procedure:

The OC will contact Federations for outstanding fees. A fee of €500 will be charged for all no show/late withdrawals

VIII. TIMETABLE

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

	Day	Date	Time
• Opening of stables	Tuesday	12/12/23	14:00hrs
• 1 st Horse Inspection: <i>All horses taking part at this event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Wednesday	13/12/23	14:30hrs
• Declaration of Starters	Wednesday	13/12/23	16:00hrs
• Draw (location)	Wednesday	13/12/23	17:00hrs
• FEI Driving World Cup™ Competition 1	Friday	15/12/23	18 :30hrs
• FEI Driving World Cup™ Competition 2	Saturday	16/12/23	18 :00hrs

Note : as per Art. 7.2.: There must be at least 24 Hours between the opening of the Stables and the Horse Inspection.

THURSDAY 14TH DECEMBER 2023

Extreme Driving Supported by Karen and Hugh Scott-Barrett (Start time: 12:30)

Competition to all drivers who are eligible to drive in the FEI CAI-W London on Friday 15th and Saturday 16th December.

The competitors will go in reverse order of World Cup ranking as the competitors stand from the World Cup immediately before London International Horse Show. This will be a timed competition over one round. The top 3 placings will do a drive-off.

The course will consist of 2 marathon type elements, 10 cone type obstacles and 1 bridge.

This competition will be held in accordance with FEI rules.

Prize money will be allocated as follows

- 1st: 3,100 Euros
- 2nd: 2,100 Euros
- 3rd: 1,700 Euros
- 4th: 1,300 Euros
- 5th: 1,000 Euros
- 6th: 800 Euros
- 7th: 400 Euros

IX. COMPETITION DETAIL

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

1. PRELIMINARY TIMETABLE

FIRST DAY:

DATE : 15/12/23

TIME : 18 :30hrs

COMPETITION 1 – FEI Driving World Cup™

Time Obstacle Competition (1 round)
Opening Competition World Cup

Competition 1: acc. to Art. 971.2
Equipment: acc. to Art. 940
Obstacles: see Art. 4 (FEI Driving World Cup™ Rules – season 2023/2024)

☒ **Leg** acc. to Art. 5.2 of the FEI Driving World Cup™ Rules – season 2023/2024

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

Format: ☐ Competition with a Drive Off open to all Drivers
☒ Competition with a Drive Off open to the best three Drivers

SECOND DAY:

DATE : 16/12/2023

TIME : 18 :00hrs

COMPETITION 2 – FEI Driving World Cup™

Competition 2: acc. to Art. 971.2 of the FEI Driving Rules
Equipment: acc. to Art. 940 of the FEI Driving Rules
Obstacles: see Art. 4 (FEI Driving World Cup™ Rules – season 2023/2024)

☒ **Qualifier/Leg** acc. to Art. 5.3 of the FEI Driving World Cup™ Rules – season 2023/2024

Round 1: 1st round according to the reverse order of standings after Competition 1.

Drive Off: Drive Off open to the top three Athletes after the Round 1.

- ☐ 1. The Time of the Drive off will be added to the time of the first round.
☒ 2. The Drive-Off 2 will start from zero

2. PRIZE MONEY

TOTAL PRIZE MONEY	EUR	CHF
	30,800	

Breakdown of prize money - FEI Driving World Cup™ Competition 1

PRIZE MONEY		EUR			CHF		
		10,400					
1 st place	2 nd place	3 rd place	4 th place	5 th place	6 th place	7 th place	8 th place
3,100	2,100	1,700	1,300	1,000	800	400	n/a

Breakdown of prize money – FEI Driving World Cup™ Competition 2

PRIZE MONEY		EUR			CHF		
		20,400					
1 st place	2 nd place	3 rd place	4 th place	5 th place	6 th place	7 th place	8 th place
5,500	4,000	3,000	2,750	2,250	2,000	900	n/a

GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

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

PRIZE - CLASSIFICATION

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.

Applicable government tax to be deducted from Prize Money: 20%

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.

Space for organiser to include details if necessary

IMPORTANT

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

X. FACILITIES OFFERED

1. ATHLETES

Accommodation

Hotel: DoubleTree by Hilton Hotel London ExCel

Address: 2 Festoon Way, Royal Victoria Dock, London, E16 1RH

Telephone: +44(0)20 7540 4821

At the expense of: The Organiser ☒ or Athletes ☐

Accommodated (bed and breakfast) from 12/12/2023 to 16/12/2023 inclusive

Meals

At the expense of: The Organiser ☒ or Athletes ☐

Meals provided from from 12/12/23 to 17/12/23 . Where Breakfast at the hotel and vouchers to use at the event site

2. GROOMS

Accommodation

Requests for accommodation must be sent with entries.

Accommodation will be at the cost of: Organiser ☒ Athletes ☐

from 12/12/23 to 16/12/23 inclusive Two grooms ONLY sharing a twin room Hotel is Hampton by Hilton London Docklands, Dockside Road, London, E16 2FQ.

Meals

At the expense of: The Organiser ☒ or Athletes ☐

Meals provided from from 12/12/23 to 17/12/23. Where Breakfast at the hotel and vouchers to use at the event site.

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.

XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL CONDITIONS

1. COMPETITION ARENA

Length: 76 m

Width: 33.5 m

2. PRATICE ARENA

Length: 50 m

Width: 25 m

3. STABLES

Size of boxes 3 m x 4 m

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

4. TIMING DEVICE

Name of Manufacturer: Timer - Photocells - Wireless transmitters
Model: IC Control - IC Control - IC Control
FEI Report number: ATU-X 22100054A - P1-R 22100055B - ATU-X / P1-R 2100056C

5. SCORING/TIMING PROVIDER

Name of the Company: hippo data GmbH
Name contact person: Jens Feth
Contact email: jf@hippodata.ne

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

6. PRIZE GIVING CEREMONY

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 1st-3rd.

7. ADVERTISING ON ATHLETES AND HORSES

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

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

8. TICKETING

Are you selling ticket for spectator to attend your event: Yes ☒ No ☐
Name of your ticketing provider: See Tickets
Web address to buy ticket: www.londonhorseshow.com

9. BETTING

Betting will be authorised by the Organiser: Yes ☒ No ☐

10. TRANSPORT REIMBURSEMENT HORSES/PONIES

Transport expenses to be paid by:
The Organiser ☐ at _____ per km.
The Athlete ☒

All athletes domiciled overseas will receive € 3,900 as a contribution to all travel and veterinary regulatory costs. The total contribution (€ 3,900) will be paid by the Organiser to the athlete as part of the end of show account reconciliation. Athletes will therefore be responsible for paying all travel and veterinary regulatory costs direct to the shipping agent and/or service provider on their own behalf.

11. 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.

12. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOW GROUNDS

Walking distance ☒

Organiser Shuttle Service ☐

Public Transport ☐ to be paid by the Organiser ☐ / the Athlete ☐

If paid by Athlete approximate cost per round trip:

Other:

13. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entry right to the stable area according to FEI Veterinary Regulations Art. 1009.

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 4

Horse Owner: 4

If a competitor requires additional accreditation a limited number are available to purchase. Charges will also apply to accreditation lost or stolen that is replaced.
All competitors, owners, grooms and other relevant persons must display their passes at all times, otherwise entry will be refused.
All horses competing at the event must be stabled on the showground.
All horses will be issued with a bridle number on arrival at the event. This number must be clearly displayed on the horse at all times when it is out of the stable during its stay at the event.
In addition, all competitors (or person responsible) will be issued with one Emergency Contact Stable Card (ECSC) for each horse upon arrival. This card must be completed and attached to the horse's stable door. In the event that a horse is found to require treatment and the competitor / person responsible cannot be contacted, the treating veterinarian will treat the horse as he / she sees fit.
The Organisers reserve the right (with authorisation of the Ground Jury) to remove any horse, Owner or servant (person responsible) from the event, or to refuse admission without being required to assign any reason or being liable for compensation. All participants must check in at the Accreditation Office immediately upon arrival.
If additional accreditation is required, a limited amount will be available at the cost of €88 per day or €200 inc VAT for the duration of driving..

Four grooms per driver for Four-in-Hands in CAI-W

14. LORRY / CARAVAN FACILITIES

Lorry or caravan can be parked close to the stables: Yes ☒ No ☐

Provision has been made for competitors' lorries to be parked close to the FEI Stable area. Electrical hook up will be provided.

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

1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Name: Shelley Ashman International Shipping Ltd
Address: Suite 6, Swallow Court, Devonshire Gate, Tiverton, Devon, EX16 7EJ
Telephone: +44 1884 849008
Fax:
Email: sheila@shelleyashmanshipping.co.uk
Opening hours: 24hr

The UK has now left the European Union.

EU - UK - EU Health Certificates must accompany each horse.

Each horse and associated equipment must travel on ATA custos document

Horseboxes are subject to UK and EU Transporter Requirements.

Road Charges are payable in certain circumstances.

On return to the EU a veterinary inspection must take place

In due course Shelley Ashman Intl Shipping, in conjunction with the OC, will confirm the technical details of the logistical arrangements for travel of horses, grooms, horseboxes and horse equipment from the EU to UK and return including the details of the charges.

PLEASE NOTE that the Organising Committee will not be responsible for any taxes or fines which may be due. Should any claim be made against the Organising Committee for any taxes or fines on horses / ponies or equipment which have remained in United Kingdom or the European Union,

It is hoped that it may be possible to obtain special ferry prices travelling to and from Dover.

Please contact Shelley Ashman International when planning your journey for details.

All riders coming to the show from outside the Community (EU) must contact Shelley Ashman International 28 days prior to their arrival date to obtain details of the correct health certification which should be used and details of any blood tests which DEFRA require.

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 Please contact Shelley Ashman, details above

Quarantine period:

Specimen Import Licence applied:

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

3. NATIONAL REQUIREMENTS

If applicable please provide:

Space for organiser to include details if necessary

4. PONIES

FEI Veterinary Regulations, Chapter IV:

For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

5. INJURY SURVEILLANCE

FEI Veterinary Regulations, articles 1036, 1039 and 1040:

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

6. TRANSPORT OF HORSES

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

7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

7.1 PASSPORTS. FEI General Regulations Article 137

For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation

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

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

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

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

7.2 VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations Article 1028

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

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

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

relevant territory.

7.3 EXAMINATION ON ARRIVAL. FEI Veterinary Regulations Article 1032

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

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

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

7.5 LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations Article 1034

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

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

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

8.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to Chapter VI, paragraph 3 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 ARTICLE 1056

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

XIII. HUMAN ANTI-DOPING

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

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

XIV. ADDITIONAL INFORMATION

1. INSURANCES AND NATIONAL REQUIREMENTS

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

1.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL

1.1.1. Personal Accident and Health Insurance

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

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

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

1.1.2. Personal Property Insurance

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

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

1.1.3. 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.

1.2. ATHLETES AND OWNERS

1.2.1. Third Party Liability Insurance

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

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

1.2.2. Additional Liability Information

N/A

1.2.3. Horse Insurance

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

3. 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>

4. DISPUTES

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

5. MODIFICATION TO SCHEDULE

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

6. ADDITIONAL INFORMATION FROM THE ORGANISER

NO DOGS ARE ALLOWED ON THE SHOWGROUND **VISA INFORMATION**

If you are an EU, EEA or Swiss citizen travelling to the UK to carry out any of the non-paid activities (in the document below) and your stay will last less than 6 months then you do not need to apply for a visa before travelling. Similarly, if you are a non-visa national travelling to the UK for less than 6 months then you can undertake the below-mentioned unpaid sports activities under the visitor immigration rules, without a visa. However, if you are a national or citizen of a country or territorial entity listed in Immigration Rules Appendix Visitor (<https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-visitor-visa-national-list>): Visa national list then you will need to apply for a visit visa prior to travelling to the UK as a visitor.

The weblink showing the list of nationals needing to apply for a visa before travelling to the UK is as follows: (<https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-visitor-visa-national-list>)

The following is a document explaining all.

(<https://immigrationbarrister.co.uk/content/uploads/2022/01/Immigration-Routes-For-Sportspersons.pdf>)

ULEZ

From 25 October 2021, the Ultra Low Emission Zone (ULEZ) includes ExCeL London. Please visit <https://cclondon.tfl.gov.uk/modes/driving/ultra-low-emission-zone/ulez-vrm-checker> to check whether your vehicle is subject to ULEZ charge.

Direct Vision Standard

ExCeL is also within the Direct Vision Standard Zone. The Direct Vision Standard (DVS) and safety permit for heavy goods vehicles (HGVs) requires operators of lorries over 12 tonnes gross vehicle weight to obtain a safety permit before entering and operating in most of Greater London. Otherwise, you may receive a Penalty Charge Notice (PCN).

Please check on <https://tfl.gov.uk/info-for/deliveries-in-london/delivering-safely/direct-vision-in-heavy-goods-vehicles> to see if your vehicle is affected.

Congestion Charging

ExCeL London is not in the Congestion Charging Zone. However, please be aware if you are driving through Central London rather than via the North/South Circular or the M25 you may pass through the Congestion Charging Zone inadvertently. You can check your route by clicking <https://tfl.gov.uk/modes/driving/congestion-charge/congestion-charge-zone>.

Additional Information relative to Covid 19 procedures at LIHS 2022

Please note, that these procedures are subject to change based upon the actual National and Local restrictions in force in England at the time of the event. Currently, the following procedures are likely to be in place:

Access to Show Office, Stable Manager's Office and Declarations Office:

Athletes and/or members of their support team are requested to minimise in-person visits to the Show Office, the Stable Manager's Office and/or the Declarations Office except where absolutely necessary. In particular, individuals are asked to:

- Wherever possible, contact the show office using electronic means (e-mail) or by telephone. In the case that a visit is necessary, please complete any necessary papers/forms or information relating to the visit prior to entering the office.
- In the case of the Stable Manager's Office and placing orders for feed & bedding, please call the Stable Manager using a mobile telephone.
- With regard to declarations for competition and as far as is possible, these should be done at the Declarations Office next door to the Stable Managers.
- End of show accounts will be prepared and e-mailed to each athletes as early as possible. You may be required to arrange an appointment time for attending the accounts office prior to your final departure from the show.

Competition, Schooling and Exercise Areas:

- Confirmation of the daily timetable, the order to go and/or specific ride times will be published as soon as possible after the close of declarations each day and updated whenever any additional changes become necessary.
- You are requested to restrict the number of people accompanying a horse to the competition arena to those persons who are needed for safety or for achieving effective competition. All must comply with social distancing requirements along with any other local Covid control measures in force at the event.
- Please be aware, it may be necessary to book specific time slots for access to the various arenas for 'out of competition' exercise. If required, this should be arranged by liaising with the FEI Stewarding Team at the event.

Recommended Best Practices for Participants while present on the competition grounds:

- Provide hand sanitiser and masks (along with instructions on the correct use and safe disposal of masks) to your stable staff and other personnel and require that they use them while on the venue.
- Regularly sanitise high touch / use items such as car & truck door handles, stable doors, bucket handles, light switches, etc., and equipment including tack, grooming, feeding, stable cleaning materials, etc.

Avoid sharing of equipment and materials and, if sharing is necessary, thoroughly wipe with an effective sanitising material before and after use.

- Use closed bins for waste disposal.
- Provide thermometers to staff with instructions that they must monitor their temperature daily. If any individual records a temperature higher than 37.5 degrees Celsius (99.5 degrees Fahrenheit) or exhibits Covid-19 symptoms, they should self-isolate and follow the steps communicated by the OC.
- Explain social distancing measures to your staff and limit access to stabling area and competition grounds to essential personnel only; discourage multiple family members from accompanying Owners and Athletes. Additional information and updates will be provided in the weeks immediately prior to the event. Details will be communicated direct to the NF's of Athletes confirmed as 'Definite Entries'.

Minimum Age Limitation for Athletes and Grooms – Article 912:

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

Minimum Age Limitation for Horses – Article 929:

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

XV. ANNEXES

1. FEI Entry System

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

FEI ID¹: 10119610

Name*: Farr

First Name*: Holly

E-Mail*: hollyf@hpower.co.uk

Access Rights*: ☒ Admin² ☐ Consult³

Events⁴: CAI

FEI ID¹: 10102259

Name*: Henderson

First Name*: Penny

E-Mail*: pennyh@hpower.co.uk

Access Rights*: ☒ Admin² ☐ Consult³

Events⁴: CAI, CSI, CDI

FEI ID¹: 10104445

Name*: Renouard

First Name*: Stephen

E-Mail*: sstephenr@hpower.co.uk

Access Rights*: ☒ Admin² ☐ Consult³

Events⁴: CAI, CSI, CDI

¹ If already have an FEI user account.

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

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

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

*** Mandatory Fields**

2. RESULTS

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

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

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

Please note that as per Art. 109.6 (GR): Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

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

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