



FEI WORLD CUP COMPETITION

World Cup Jumping Rules & Organisers Manual

Effective 1st March 2016



**EQUESTRIAN
AUSTRALIA**

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**SECTION 1:
WORLD CUP JUMPING AUSTRALIAN LEAGUE RULES
AUSTRALIAN LEAGUE - WORLD CUP ADDENDUM**

These rules are to be read in conjunction with the FEI rules for the World Cup for Jumping Riders.
Where these rules are silent, FEI Rules prevail.

Competition:

1. Entries

- 1.1. All athletes and horses must be registered with the Federation Equestre Internationale (FEI) and Equestrian Australia (EA) for the year in which the competition takes place. This must be renewed annually
- 1.2. All entry fees must be paid prior to the horse inspection/trot up of the event
- 1.3. Horses may be nominated for the World Cup (CSI-W) and the Mini Prix class at the same event. However they can participate in only one of these classes.
- 1.4. All World Cup riders must send their nominated entries to the Organising Committee 14 days prior to the start of the event. This nominated entry is only a nomination and withdrawals & substitutions can be made prior to the competition, of which the rider must inform the Organising Committee.
 - Withdrawals can be made up to the start of competition
 - Substitution of the horses entered, can be made up to 1 hour prior to the start of the competition, provided the substitution horse has passed the horse inspection
- 1.5. Horses entered in the World Cup Class must remain on the venue grounds from the time of the Horse Inspection until the completion of the World Cup Class.
- 1.6. Horses cannot start in any other class on the day of the World Cup class
- 1.7. Horses must have the opportunity to participate in a warm up class within 2 days prior to the World Cup Class
- 1.8. Riders must wear protective headgear in accordance with Equestrian Australia (EA) rules and their dress must be according to FEI rules.
- 1.9. It is currently recommended that stabling as stated in the FEI schedule is provided for horses competing in the World Cup Class

2. Class Size

- 2.1. The maximum number of nominations in each World Cup competition is 50.
- 2.2. If there are more than 50 nominations the organisers have the right to restrict riders to one horse. If, on the day of the competition, there are fewer than 50 starters, the Organising Committee may decide to allow up to two horses per rider to start.
- 2.3. A rider can be competitive on a maximum of two horses in the World Cup Class.
- 2.4. In such cases the horse to be ridden for World Cup points must be declared before the start of the competition and the athlete must ride this horse first. Once the competition has begun an athlete may not change his World Cup nominated horse. However, prior to the beginning of the competition, a competitor may change his World Cup nominated horse, only if his originally declared World Cup nominated horse is withdrawn from the competition and the newly declared World Cup nominated horse competes in the same position in the starting order, as the originally declared World Cup nominated horse.

3. Choice of Competition.

- 3.1. Organisers have a choice of competition formats:
 - 3.1.1. Article 238.2.2: A Competition against the clock, with a time allowed, but in the event of equality of penalties for first place, there will be one jump-off only against the clock:
 - 3.1.2. Article 273.3.3.1 4.3: A competition over two rounds without a jump-off, with the time in the second round determining places in case of equality of penalties.
- 3.2. The height of the obstacles is to be between 1.40m and 1.60m, with spreads of not more than 2.0m. Cups must comply with FEI rules. There must be at least one vertical at 1.50m, one vertical at 1.55m, one oxer at 1.45m by 1.70m and one oxer at 1.50m by 1.60m.
- 3.3. The time allowed is to be based on a minimum speed of 350 metres/minute. Outdoor competitions should be run at 400 metres/minute where conditions permit.
- 3.4. Electronic timing with a visual display which records the 45 second countdown is compulsory. All times are to be recorded in one hundredths of a second. The FEI still accept the use of FarmTek electronic timing.
- 3.5. For a full list of acceptable timing equipment please use the link:
<http://www.fei.org/fei/your-role/organisers/jumping/safety-timing>

4. Horse Identification & Swabbing

- 4.1. A current FEI passport or FEI Recognition Card must be presented before a horse is allowed to start in a World Cup competition.
- 4.2. Medication Control sampling (“swabbing”) is compulsory at all World Cup shows and is at the expense of the Organising Committee. Athletes must provide the horse’s FEI passport or FEI Recognition Card for the swabbing procedure; failure to do so will entail elimination from the competition and forfeiture of prize money.
- 4.3. Medication Control is to be conducted in accordance with the Veterinary Regulations. A swabbing box with clean bedding is to be provided in a quiet area. A table and chairs should be available.
- 4.4. Swabs from a minimum of two horses are to be taken. A swab may also be taken from another class at the event eg Mini Prix or Young Rider.

5. Horse Inspection

- 5.1. All nominated horses must present at the Horse Inspection (“trot-up”)
- 5.2. The Trot up will be conducted no later than the afternoon of the day before the competition. The Horse Inspection must be held on a firm, level and clean non-slip surface. The area has to be large enough to safely hold stallions.
- 5.3. Inspections are to be conducted in the presence of the FEI Vet, a member of the Ground Jury, the Chief Steward and a World Cup Riders Representative. The FEI steward is responsible for setting up the ‘inspection’ area.
- 5.4. At the inspection, a validated FEI passport must be presented to the FEI Veterinary Delegate for identification of the horse. The horse is to be identified and the papers returned to the Person Responsible at the conclusion of the World Cup Class
- 5.5. If any horse has a peculiar gait or movement that raises concern but in the opinion of an FEI Veterinarian has no impact on the horse’s fitness to compete, it is appropriate that the FEI Veterinary Delegate prepares a written statement to this effect. Such document is to be kept with the FEI passport or FEI Recognition Card
- 5.6. No Horse deemed unfit to compete may compete or continue to compete, veterinary advice must be sought whenever there is any doubt.
- 5.7. Attire at the horse inspection should be neat and tidy. Shorts, thongs, sandals, tank tops, and T- shirts are inappropriate. The Organising Committee reserves the right to specify the appropriate attire in their schedule.

6. Prize Money and Presentation Ceremony

- 6.1. The minimum total prize money for a World Cup Qualifier class is \$7,500 and can be calculated according to either the 25% or 33% models as outlined in the FEI Schedule.
- 6.2. Entry fees can be up to 1.5% of the class total prize money.
- 6.3. In addition to any entry fees, there is a start levy of \$50 per horse to assist with the cost of transport of horses qualified to participate in the FEI World Cup Jumping Final.
- 6.4. Prize money to be paid to at least 12th place and distributed as outlined in the FEI Schedule.
- 6.5. For safety reasons and to assist in the smooth running of the presentation ceremony, it is strongly recommended that horses are sashed, rugged and garlanded prior to entering the arena.

7. Australian League World Cup Final Standings Prize Money

- 7.1. Prize money will be awarded to the first three place getters in the overall standings of the FEI World Cup Australian League and will be awarded, following the completion of the final round.
The prize money will be the following:
 - 1st Place \$5,000
 - 2nd Place \$2,000
 - 3rd Place \$1,000

8. Participation in the World Cup Final

- 8.1. EA is responsible for entering riders in international competitions in Australia and Overseas (FEI General Regulations ART 121)
- 8.2. Within 7 days of the completion of the World Cup Australian League the leading and second placed rider may be invited by the FEI to participate at the World Cup Final. The offer to compete may be with funding support.
 - 8.2.1. If the leading rider does not wish to compete, the rider will be invited to attend the final in person. EA will make every endeavor to ensure the leading rider has the opportunity to make the most of attending the final in person.
 - 8.2.2. In this case, the second-placed rider may be offered the opportunity to compete at the Final.
- 8.3. If neither the first nor the second-placed rider wishes to compete in the final, the third-placed rider may be offered the opportunity to compete at the Final subject to NF approval.
- 8.4. No riders who place lower than third may compete at the Final.
- 8.5. Following the invitation to participate in the Final, riders should notify the National Office of their acceptance intentions within 7 days. When an invitation is accepted, arrangements will be made for a comprehensive veterinary examination to be carried out (at the expense of EA) by the National Team Veterinarian or his appointed nominee.
- 8.6. No owner will receive funding to compete at the World Cup Final unless his/her horse has passed such a Veterinary examination. All funding support is contingent upon World Cup Committees acceptance of the veterinary report deeming the horse fit to compete at the FEI World Cup Final. In the event that the rider does not compete at the FEI World Cup Final, all funding received must be refunded to Equestrian Australia within 60 days. If the horse is injured before the start of the FEI World Cup Final, the World Cup Committee will determine the requirement to refund any payment made on production of a signed veterinary certificate and any other relevant documents.

The FEI Conflict of Interest clause has been suspended for competitions in Australia. In general, however, organising committees should avoid real or perceived conflicts of interest when making appointments to officiating positions.

SECTION 2
WORLD CUP JUMPING AUSTRALIAN LEAGUE
HANDBOOK FOR WORLD CUP ORGANISING COMMITTEES

Preamble to OCs

World Cup Competitions are International classes run under FEI Jumping rules. It is the expectation of the World Cup Committee that the event not only complies with the technical requirements of a FEI World Cup qualifier but also be presented in a manner that reflects the status of the class as a most important and prestigious event.

Organising committees are requested to ensure the following areas in particular are covered in a way that is both entertaining and memorable for all concerned: officials, competitors, horse, spectators and sponsors:

1. General organisation and communication
2. Preparation of arena and warm up area surface
3. Quality care and communication with officials and arena staff
4. Presentation and dressing of the jumps and arena
5. Preparedness for problems - e.g. sand bags for wind; roller for rain; shelter from sun
6. Dress and presentation of officials, marshals and arena staff
7. Quality sound system and knowledgeable commentator
8. Experienced and knowledgeable gate marshals

The following pertain more to the running of the Event but should be acknowledged as part of the requirements in lifting the profile of a CSI-W:

9. Suitable stabling and access to horse feed and bedding
10. Trade village, food stalls
11. Sponsors marquee
12. Entertainment
13. Suitable seating for spectators
14. Catering for volunteers, officials, sponsors
15. Management of volunteers
16. Promotion and advertising of the event
17. Knowledgeable, helpful, friendly office staff
18. Liaising with the media especially providing immediate results/reports
19. Identifiable First Aid

References

FEI World Cup Jumping Rules Effective for 12th edition updated 10 November 2015 Click [HERE](#)

World Cup Jumping Australian League. Effective **1 January 2016** Click [HERE](#)

FEI Jumping Rules 25th Edition 1 January 2016 Click [HERE](#)

EA National Jumping Rules 1st January 2016 Click [HERE](#)

FEI General Regulations 23rd Edition Updated 1 January 2016 Click [HERE](#)

EA General Rules January 2016 Click [HERE](#)

FEI Manual for Jumping Stewards. Rev Nov 2009. Updated **June 2015** Click [HERE](#)

FEI Annexes to the Manual for Jumping Stewards Rev Nov 2009. Updated **December 2015** Click [HERE](#)

Websites

FEI	www.fei.org
EA	www.equestrian.org.au

World Cup Committee (WCC) Contacts

John McMillan	0418 260 303	johnm@honeycombes.com.au
Anne Garner (Convenor)	0408 598 986	fdajgarner@netspace.net.au
Gavin Chester (Chair NJC)	0418 517 423	gmchester@outlook.com
TBC (Riders Representative)		
Kevin Taranto EA Representative	0418 515 120	kevin@tarantoglass.com.au
Sara Latham (EA sports Consultant)	02 8762 7777	sara.latham@equestrian.org.au

Draft Schedules

Draft schedules, including the names of all officials, are to be submitted to the EA National Office no less than 18 weeks prior to the Event.

Program

The approximate dimensions of obstacles in competitions must be stipulated in the schedule.	It is recommended a copy of the Code of Conduct for the Welfare of the Horse be printed in the program
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Calendar Applications

Applications to host a World Cup Qualifier (CSI-W) event must be submitted to the EA office by 30th August of the calendar year prior to the commencement of the season.

Date Restrictions

There can be no FEI World Cup Competition 10 days prior and one week after the Olympic Games and the World Equestrian Games. In principle, there may be no FEI World Cup Competitions 14 days prior to the FEI World Cup Final.

Officials Required - Minimum Accreditation Requirements

Course Designer	FEI L3 or L4
Assistant Course Designer	EA L2 or FEI L1
President of the Ground Jury Judge	FEI L2 or L3
2 members of the Ground Jury	EA or FEI list of Judges
FEI Chief steward	FEI list of stewards
4 Assistant stewards	EA or FEI list of stewards.
Swabbing steward	EA list
FEI Official Veterinarian	FEI List of official Veterinarians
FEI Treating Veterinarian- must be a different person to the FEI Official Vet	FEI List of Treating Veterinarians
An Appeal Committee is optional	
At no expense to the Organising Committee:	
A World Cup Rider's Representative	Will be appointed by the WCC

FEI Online Entry System

Entries at all CSI events, including FEI WC Events in Australia, must be submitted to EA for submission into the FEI Online Entry System 14 days before the event

You can still accept entries and payment for these entries by your preferred method as **NO payment** is taken by the FEI online System or EA. Once you have finalised these entries you must submit the list with FEI numbers for both horse and rider to Equestrian Australia so they can be uploaded onto the FEI online system to sit with your schedule and event details.

Therefore it is recommended for the Organising Committee close their nominated entries 2 weeks prior to the event, to allow time for the list to be uploaded onto the system 10 days prior to the event.

Once all entries have been uploaded into the system the OC will need to login to the FEI online Entry System to 'accept' the entries before the class. If this is not done before the event then the competitors will not be listed as starting in the class and results will not be recorded.

Any additional entries or substitutions which apply after the nomination date can be added to the FEI Online System by EA but it will be up to the organisers to inform EA with the details of the entry.

FEES	
FEI Franchise Fees 2016/17 Season	Note \$950 determined subject to exchange rate
<p>The Franchise is \$1900 + GST payable in two instalments.</p> <p>The first instalment of \$950 + GST is payable after the Application to hold a CSI-W (World Cup Competition) has been approved.</p> <p>The second instalment of \$950 + GST is payable within 7 days of the event being held.</p>	
FEI Organising Dues	
<p>Please note: The FEI will charge their organising dues which will be an additional cost to the Organising Committee.</p> <p>4.1 Organising dues will be charged on the basis of the total amount of prizes in cash and in kind convertible into cash awarded in the World Cup Class according to the scale shown below:</p> <ul style="list-style-type: none"> • 4.7% on amounts up to CHF 149'999 • 4.2% on amounts from CHF 150'000 to 249'999 • 3.0% on amounts from CHF 250'000 to 499'999 • 2.5% on amounts from CHF 500'000 to 799'999 • 2.0% on amounts from CHF 800'000 to 999'999 • 1.0% on amounts above CHF 1'000'000 	
FEI Swabbing Fees	
<p>As of January 2016 the FEI will be charging the Organising Committees 25 Swiss Francs (CHF) for every horse entered in an FEI World Cup Class.</p> <p>There will be no further swabbing charges incurred by the Organising Committee irrespective of the number of horses swabbed.</p>	
FEI late Application Fees	
<p>Applications made after the 1st October incur a late application fee of 500 CHF.</p>	
FEI Calendar Date Change Fee	
<p>Events that change their date from the original date submitted to the EA Office will receive a fee from the FEI to the sum of 500 CHF which is to be paid by the OC of the event.</p>	
Cancellation Fee	
<p>Events that are cancelled after 1st October when the calendar has been confirmed to the FEI, will forfeit their initial franchise fee payment of \$950.</p> <p>Organisers of events that are cancelled after the calendar has been confirmed to by the FEI need special approval by the World Cup Committee to hold future World Cup competitions.</p>	
Rider Travel Levy	
<p>A start levy of \$50 per horse, in addition to the entry fee, applies to every horse entered in the World Cup Class. This levy is payable to EA at the time the second instalment of the Franchise Fee is paid.</p>	

At the current exchange rate AUD to CHF is approximately \$1.40

Draw for World Cup Class

The draw is done after the Trot Up by the President of the Ground Jury and an assistant. Starting order to comply with Art 655 4.4 FEI WC Jumping Rules. The Starting Order should be posted as soon as the draw is established. For the smooth running of the Event all draws for the next day should be posted the evening prior.

Results

Results of the World Cup Qualifier have to be sent to Equestrian Australia within 3 days of the conclusion of the class Results have to be entered in the new FEI spread sheet format. All rider and horse registration details must be included.

The FEI have implemented a fine for OC's not complying. Please contact Sara Latham for further information on this matter 02 8762 7777 or email: sara.latham@equestrian.org.au

A copy of the score sheets and the course plan including measurements, needs to accompany the results. A report including photos of the Event is to be sent to EA, within the above time frame.

Boots and Bandage Control

It is obligatory to carry out boot and bandage control on all horses taking part.

This should be carried out close to the out gate. Solid rubber matting or similar material must be provided for the horse to stand on, a broom must be available. Scales should be provided.

Competition Arena

Breakaway cups are to be placed on the back of all oxers, the 2 back elements of a triple bar and on all poles placed over open water.

Cups to have a minimum depth of 18mm and a max of 30mm. Poles to be approximately 14kg

All fences are to be flagged.

Start and Finish line to both have a completely red and a completely white flag.

A flag person must be placed at the start/finish or both if the lines cannot be clearly seen from the judge's box.

The arena is to be enclosed.

All entrances and exits to be physically closed while a horse is in the arena.

Practice Arena

The EA Practice Arena Code of Conduct should be on display at all times. This Code of Conduct can be obtained from the EA Office.

Breakaway cups are to be placed on the backs of all oxers

The practice fences are to be flagged.

On sand arenas it is advisable to provide rakes to maintain the surface. Especially with sand a tractor should be on standby to harrow the surface if need be.

It is recommended where the area is large enough there is enough equipment provided for an oxer, a vertical and cross poles.

Event Organisers should make an exercise/working area with acceptable footing available for the use by the competitors. Where such an area does not exist, Event Organisers must provide access to areas, with an Official present, for working WC horses prior to the commencement of the day's competitions.

Communication

There should be sufficient two way radios or another form of communication available to the following:

- Judges box
- Gate Marshall
- Arena
- Office Steward
- Director of the Event
- Announcer - it is important the Public Address system is heard in the truck area, at the stables and at the practice arena.

Stabling and Yards

Horses entered in the World Cup Class must remain on the venue grounds from the time of the Horse Inspection until the completion of the World Cup Class.

It is currently recommended that stabling as stated in the FEI schedule is provided for horses competing in the World Cup Class

Medical Requirements

Provision Of First Aid:

As of the 1st January 2011, the World Cup Jumping Committee has adopted a First Aid Policy requiring the presence of a first aid post with at least **one paramedic** (who is capable of basic life support and able to give some medication), or level two, or above, ambulance officer, at all World Cup Jumping fixtures.

Organising Committees are advised to use a registered operator who has their own insurance. In the event that the medical personnel leave the venue, the event must be halted until such personnel return.

The World Cup Jumping Committee emphasise that the First Aid Policy must be adhered to in the planning and running of a World Cup event. Medical officers should be easily identifiable

Risk Management

Risk management procedures are to be in place covering the safety and welfare of the horse, athletes, officials and the general public. The following should be arranged:

A Risk Management Manual available for inspection and Incident forms should be available if needed.

Identifying and eliminating existing problem areas.

Having a plan and being able to implement it in case of an emergency. Provide a Horse Ambulance in case of an accident.

A screen in case of an injured horse or rider.

A list of phone numbers in case of emergencies placed in a public place:

- Doctor on call
- Veterinarian on call
- Farrier on call
- Local Police
- 000 for ambulance
- Fire brigade and police

Advertising

FEI Flags:

A flag can be displayed at your event. Please contact the EA Office if you wish to display the FEI flag and arrangements will be made to ensure a flag is available for your event.

Please note that it is the responsibility of the OC to return the flag to the EA office within 1 week of the event.

TimeLine Checklist	
1 st July prior to commencement of season	Application to hold a World Cup Qualifier (CSI-W) sent to EA National Office
November prior to Commencement of season	First half of Franchise Fees to be paid to EA. The EA office will send an invoice
12 months prior to event	Source sponsorship
12 months prior to event	Invite officials, especially overseas based officials where necessary
12 months prior to event	Book venue
9-6 months prior	Book first aid for event
	Arrange hire of or check equipment for suitability
4 months prior to event	Draft FEI schedule to be completed and forwarded to EA office
1 month prior to event	Receive email from FEI to create log in details for the FEI online Entry System
10-14days Prior to event	Access FEI Online Entry System and 'Accept entries'
10-14 days prior to event	Nominations for WC competition to be sent to the EA office
When entries received	Check FEI registration status of all entrants
Within 3 days of completion of class	Send results to EA National along with score sheets and course plan

Definitions

"Event" is the duration of the show.

"Class" is each single competition.

A CSI-W is a higher level event and national classes may be held in conjunction with the World Cup Class.

The FEI Conflict of Interest clause has been suspended for competitions in Australia. In general, however, organising committees should avoid real or perceived conflicts of interest when making appointments to officiating positions.