

Approved by the National Federation, on 5th June, 2014



Signature of the Vice-President

THE FEI CODE OF CONDUCT

FOR THE WELFARE OF THE HORSE

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

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

A full copy of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English & French. The Code is also available on the FEI's website: www.fei.org.

III. GENERAL INFORMATION

1. ORGANISER

Name: Centro Hipico Hotel Golf Mar
Address: Praia do Porto Novo
2560 – 100 Maceira – TVD
Portugal
Telephone: +351 261 980 800 Fax: +351 261 984 621
Email: com.org@csivimeiro.com Website: www.csivimeiro.com

Contact Details Show Ground:

Address: Same as Organiser Telephone: Same as Organiser

Brief summary of your venue's accessibility details (directions by road, nearest airport / train station). http://www.csivimeiro.com/uk/contacts.php?op=map&contact_id=-1

2. ORGANISING COMMITTEE

Honorary President: Pedro Dória
President of the Event: Alexandre Cadosch
Show Secretary: Cláudia Santos Ferreira
Press Officer: Youngnetwork

3. EVENT DIRECTOR

Name: António Macedo
Address: Centro Hipico Hotel Golf Mar
Praia do Porto Novo
2560 – 100 Maceira – TVD
Portugal
Telephone: +351 261 980 800 Fax: +351 261 984 621
Email: amacedo@csivimeiro.com

4. Please indicate a 24 hours Veterinary Service Manager number:

IV. OFFICIALS

Ref.	Panel	Event ID*	Function	FEI ID	Name	NF	Level	E-mail & Mobile
1	Ground Jury ¹	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Ground Jury President	10051338	João Bourbon	POR	3	*
			Ground Jury Member	10011044	Teresa Bourbon	POR	2	
			Ground Jury Member	10053057	Ana Maria Jordão	POR	3	
			Ground Jury Member					
2	Foreign Judge ²	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Foreign Judge	10048880	Daniel Balbino Gonzalez	ESP	3	*
3	Foreign Technical Delegate ³		Foreign Technical Delegate					
4	Course Designer ⁴	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Course Designer	10052859	Fernandez de Cañete Isabel	ESP	3	*
			Assistant Course Designer		To be nominated			
			Assistant Course Designer					
5	Appeal Committee ⁵		Appeal Committee President		N/A			
			Appeal Committee Member					
			Appeal Committee Member					
6	Chief Steward ⁶	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Chief Steward	10051037	António Lopes Mateus	POR	3	*
			Assistant Steward		Armando Rebelo	POR		
			Assistant Steward	10106030	Nuno Montefalco	POR	1	
			Assistant Steward		Joana Bourbon	POR		
			Assistant Steward		Moisés Marques	POR		
			FEI Veterinary Delegate	10051105	Mário Barbosa	POR		+351 961 733 333
8	Veterinary Commission ⁸		Veterinary Commission President					*
			Foreign Veterinary Delegate					*
			Assistant FEI Delegate					
			Veterinary Service Manager					
9	VSM Veterinary Treating Official ⁹	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	FEI Permitted Treating Veterinarian	10051584	João Paulo Marques	POR		*
10	Medical Doctor	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Medical Doctor		António Santos Moura	POR		+351 261 980 800
11	Farrier	2014_CI_1367_S_S_01 & 2014_CI_1367_S_YH_01	Farrier		Mário Santos	POR		+351 919 637 628

V. SPECIFIC TECHNICAL CONDITIONS

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

	Date	Time
• Opening of stables:	21/07/2014	07h00
• 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>	23/07/2014	15h00
• Horse Re-Inspection:	24/07/2014	09h00
• Declaration of Starters:	23/07/2014	15h00
• 1 st Competition No. I-01	24/07/2014	10h00
• 2 nd Competition No. I-02	24/07/2014	11h30
• 3 rd Competition No. I-03	24/07/2014	14h30
• 4 th Competition No. I-04	24/07/2014	18h15
• 5 th Competition No. I-05	25/07/2014	10h00
• 6 th Competition No. I-06	25/07/2014	12h00
• 7 th Competition No. I-07	25/07/2014	16h00
• 8 th Competition No. I-08	26/07/2014	10h30
• 9 th Competition No. I-09	26/07/2014	14h00
• 10 th Competition No. I-10	27/07/2014	11h15
• 11 th Competition No. I-11	27/07/2014	15h00
• 12 th Competition No. I-12	27/07/2014	16h30

2. VENUE :

The event will take place: indoors outdoors

3. COMPETITION ARENA(S):

Classic Arena

Dimensions: 120x75mts (9.00m²)

Type of Footing: Grass

Golf Arena

Dimensions: 95x66mts (6.175m²)

Type of Footing: Grass

4. PRACTICE ARENA(S) :

Dimensions: 100x40mts

Type of Footing: Silica sand and geotexties

5. STABLES :

Size of boxes 240 (3 m x 3 m)

40 (4m x 3.5m)

(minimum 3m x 3m+10% 3m x 4m)

6. DRAW:

List of Draws:
CSI2* / CSI-YH1
23 July
19h00
Grand Jury Box

VI. INVITATIONS

Number of NFs invited:	Unlimited
NFs invited:	All
Reserve NFs:	N/A
Total number of athletes:	± 115 (CSI2* / CSIYH1)
Number of athletes per NF:	Unlimited
Number of horses per athlete:	CSI2*: 4 (for athletes that participate in both CSIs (17-20 and 24-27 July)
	Other riders: 3
	CSIYH1: 2 (6 years old)

Athletes are invited by the Organising Committee through their NF.
One groom per athlete.

The Organizing Committee reserves the right to give preference to the entries of the riders who register for both CSIs (CSI2*17th to 20th July and CSI2* from the 25th to 27th July).

VII. ENTRIES

Please refer to Annex I at the last page of this schedule for information on the FEI Online Entry System

All Athletes & Horses participating in any International competition must be registered with the FEI, prior to participating. Failure to do so will result in automatic disqualification of the Athlete and/or Horse.

Entries In Principle:	Immediately
Nominated Entries:	20 June 2014
Definite Entries:	3 July 2014
Last date for substitutions:	11 July 2014
Entry fee per horse (CSI2*):	350,00€
Stabling Fee per horse:	Included
Total fee per horse (CSI2*):	350,00€
Entry fee per horse (CSIYH):	250,00€
Stabling Fee per horse:	Included
Total fee per horse (CSIYH):	250,00€

Extra Stable Fee for non-competing horses: 250,00€

Entries have to be made using the: FEI ENTRY SYSTEM

IMPORTANT:

**Each horse can only start once a day
and three times in the show.**

All aforementioned amounts have TAXES INCLUDED

For the Max. Entry fee please refer to the CSI/CSIO requirements on Annex VI of the Jumping Rules: CSI/CSIO Requirements Worldwide and CSI/CSIO Requirements for North America

NO-SHOWS/LATE WITHDRAWALS:

"NB: Withdrawals or no-shows after the date of definite entries 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. The amount to be charged will be 350,00/CSI2* or 250,00/ CSIYH per horse"

All Riders who do not inform the Organizing Committee, via fax (+351 261 984 621) or e-mail (com.org@csivimeiro.com) of the cancellation of one or more horses included in the definite entry list until the 11h of July 2014, will have to pay a fine of 350,00 € (CSI2*) or 250,00€ (CSI-YH) per horse, through the Organizing Committee or respective National Federation.

All Entries must be submitted by the NFs through the FEI's Online Entry System only!

Athletes and/or Horses present at the event without having been entered through the FEI's Online Entry System will automatically be disqualified

Event's Category	Age of Athletes	Age of Horses
Olympic Games/WEG	As of 18 th year	Min 9 y.o.
Continental Championships Senior	As of 18 th year	Min 8 y.o.
Regional Championships/Games (all regions except Latin America)	As of 18 th year	Min 8 y.o.
Regional Championships/Games in Latin America	As of 18 th year As of 16 th year if height of obstacles max.1.40m (JR's Annex IX, Art. 6.1)	Min. 8 y.o. Min. 7 y.o. if height of obstacles max. 1.40m (JR's Art. 254.1.1)
World Cup Final	As of 18 th year	Min. 8 y.o.
Nations Cup Final	As of 18 th year	Min. 8 y.o.
CSI-W1*-5*/CSIO-W1*-5* Grand Prix, World Cup, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.20m	As of 18 th year As of 16 th year with permission of their NF As of 14 th year " " As of 12 th year " "	Min. 7 y.o. Min. 7 y.o. Min. 7 y.o. Min. 7 y.o.
CSI3*-5*/CSIO1*-5* Grand Prix, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.20m	As of 18 th year As of 16 th year with permission of their NF As of 14 th year " " As of 12 th year " "	Min. 7 y.o.
CSI2* Power and Skill or Derby Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.20m	As of 18 th year As of 16 th year with permission of their NF As of 14 th year " " As of 12 th year " "	Min. 6 y.o.
CSI1* Power and Skill or Derby Other Competitions Other Competitions if height max. 1.20m	As of 18 th year As of 14 th year with permission of their NF As of 12 th year " "	Min. 6 y.o.
CH-Y	As of 16 th year to end 21 st year	Min. 7 y.o.
CSI/CSIO-Y	As of 16 th year to end 21 st year	Min. 7 y.o.
CH-J	As of 14 th year to end 18 th year	Min. 7 y.o.
CSI/CSIO-J	As of 14 th year to end 18 th year	Min. 6 y.o.
CSI/CSIO-Ch/CH-Ch	As of 12 th year to end 14 th year	Min. 6 y.o.
CSI/CSIOP/CH-P	As of 12 th year to end 16 th year	Min. 6 y.o.
CSIU-25	As of 16 th year to end 25 th year As of 14 th year if height max. 1.40m	Min. 7 y.o.
CSIV	As of 45 th year for women and 49 th for men	Min. 6 y.o.
CSIAm	As of 14 th year	Min. 7 y.o. for Cat. A; Min. 6 y.o. for Cat. B
CSIYH	As of 16 th year	Min. 6 y.o. - Max. 8 y.o.
CH-M-YH-S	As of 18 th year or 16 y.o. for athletes qualified with the same horse	5 y.o. / 6 y.o. / 7 y.o.

ADDITIONAL FEES/CHARGES BY OC:

MCP Fee:	Nil <input type="checkbox"/> CHF 12.50 x
Electricity (upon request)	0,00€
Manure disposal	40,00 € for the horses competing only in this show. For the horses that had competed in the CSI 2* the weekend before the Manure Disposal Fee will be only 20,00 €
Hay	9,00€
Straw	8,00 €
Shavings	12,50€
Vehicles Parking	20,00€ with more than 9mts long 15,00€ until 9 mts long 7,50€ for other vehicles

All aforementioned amounts are including VAT

VIII. FACILITIES OFFERED

1. ATHLETES

Hotel: :. **Hotel Golf Mar *** (OFFICIAL HOTEL)**
Praia do Porto Novo
2560 - 100 Maceira TVD
Tel: (351) 261 980 800 Fax: (351) 261 984 621
E-mail: hotelgofmar@ohotelsandresorts.com
Web Site: www.ohotelsandresorts.com

The **Hotel Golf Mar** offers the following special conditions to all participants:

Hotel Golf Mar ***	
Room	Price/Day
Single Standard Golf View	72,00 €
Single Standard Sea View	87,00 €
Single Superior	92,00 €
Double Standard Golf View	77,00 €
Double Standard Sea View	92,00 €
Double Superior	97,00 €
Junior Suite - Single	117,00 €
Junior Suite - Double	122,00 €
Suite - Single	137,00 €
Suite - Double	142,00 €

The listed prices are for Bed and Breakfast

For images of different kinds of rooms please visit Hotel Golf Mar at:

www.ohotelsandresorts.com

Accommodated (bed and breakfast) at Athletes expense.

Meals: at the expense of Athletes.

2. GROOMS

Requests for accommodation must be sent with entries.

Cost of accommodation will be at the cost of Athletes.

Meals: at Athletes expense.

3. HORSES / PONIES

Transport expenses to be paid by: The Athlete.

For events in Europe, stabling is free of charge.

Outside Europe, stabling to be paid by OC or Athlete at _____ per stable.

4. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

The Organising Committee offers the transfer between the Hotel Golf Mar and the Riding Centre, from the 17th to the 20th of July 2014, one hour before the beginning of the first competition of each day until one hour after the end of the last competition of each day

5. WELCOME

The time and date of arrival of athletes and horses and their means of transport must be given to the OC in order to assist them on arrival. The horses will be stabled in 3x3 mts. boxes and welcomed from 14 July between 07h00 until 23h00. The Stable Manager will

direct the stabling of the horses and the lorry parking as from arrival.

IX. ADDITIONAL INFORMATION

1. ADVERTISING AND PUBLICITY ON ATHLETES AND HORSES:

The Athletes **are** authorised to carry the logo of their personal sponsor in accordance with Art. 256.3 and 257.3 of the FEI Rules for Jumping. The Chief Steward will check that the advertising and publicity on Athletes and horses complies with these Articles.

2. GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS

A. Leading athlete award –	N/A
Best foreign athlete -	N/A
Best home athlete –	N/A
Team awards –	N/A

B. PRIZE - CLASSIFICATION (Art. 126, 127, 128)

3. PRIZE GIVING CEREMONY

The owner of the winning horse/pony **is** invited to the prize giving ceremony for the Grand Prix.

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 5 and 10 in the Grand Prix.

4. INSURANCES

All owners and athletes are personally responsible for damages to third parties caused by themselves, their employees, their agents or their horses. They are therefore strongly advised to take out third-party insurance providing full coverage for participation in equestrian events at home and abroad, and to keep the policy up to date.

The FEI insures all FEI Officials, whose names are published in the FEI Officials lists, against third party liability including Judges, Course Designers, Technical Delegates, FEI Stewards, FEI Veterinary Delegates, Para Classifiers, Members of the Judges' Supervisory Panel and FEI Coaches (FEI MCP Veterinarians are covered under a different policy):

- **Who are acting for or on behalf of the FEI as stated in the approved schedule of the Event or who are acting in the scope and course of the FEI's Business as described in the final approved schedule; and**
- **Who have received the status of FEI Officials at FEI Events through a qualification process.**

The FEI will NOT insure:

- **National officials officiating at FEI Events; and/or**
- **FEI Officials, who have no official function at the Event.**

The insurance extended is for any liability that the FEI Official incurs to a third party, and for the costs of defending any such claim arising as a result of actions undertaken by the FEI Official in good faith (including errors and omissions) on behalf of the FEI. However, the insurance for obvious reasons does not extend to any liabilities incurred as a result of an FEI Official's dishonest, fraudulent, malicious, and/or illegal act.

Should an FEI Official become aware of an incident that he or she believes might result in a claim, that FEI Official should notify the FEI immediately and provide all of the facts known to the FEI Official. The FEI cannot guarantee the insurance coverage described above in circumstances where the FEI Official has good cause to believe that there might be a claim and does not provide such timely notice directly to the FEI.

5. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS

Entrance bracelets will be distributed as follows:

- 1 bracelet for the Rider
- 1 bracelet for the Partner
- 1 bracelet for the Groom
- 1 bracelet for the Owner (who is not a rider) of each horse regardless of the number of horses he/she owns.
(2 owners per horse)

Access to the stable area is carried out according to the FEI recommendations. Stable Security will be enforced and access to the stables will be restricted.

NOTE: The loss of any bracelet implies a penalty of 20C for new bracelet. If any bracelet is damaged the O.C will replace it for a new one without costs. The damaged bracelet must be handed in.

6. SAFETY CUPS

Name of Manufacturer: Caro – Cardinali & Rothenberger GMBH

7. TIMING DEVICE

Name of Manufacturer: ALGE Model: TdC8001 FEI Report number: 22020007A

8. PROTESTS/APPEALS

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

9. EVENT'S ORGANISATION

In exceptional circumstances, together with the approval of Chefs d'Equipe and Ground Jury the OC reserves the right to modify the schedule in order to clarify any matter or matters arising from an omission or due to unforeseen circumstances. Unforeseen circumstances do not include situations arising as a result of the OC altering the approved Schedule without FEI's authorisation. Any such changes must be notified to all competitors and officials as soon as possible and they must be reported to the FEI Secretary General by the Foreign Judge.

10. SCHOOLING DURING COMPETITIONS

Riders wishing to school during speed competitions (Table A and Table C) must inform the OC before these competitions begin. These riders will start first in these competitions.

11. DISPUTES

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

12. RESULTS

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

All relevant information, file format and tutorial can be found on this page:

<http://www.fei.org/fei/your-role/organisers/xml-format>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to results.jumping@fei.org, in the proper Excel or "XML" format immediately after the event. Please refer to compulsory format for CSIs/CSIOs/Championships and Games; the file can be downloaded using the following link:

<http://www.fei.org/fei/your-role/organisers/jumping/results-forms>

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

13. BETTING

Betting **will not** take place at this event.

14. STEWARDING

The following policy is effective as of 1 July 2014:

- 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, Grand Prix, 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).

X. VETERINARY MATTERS

VETERINARY REGULATIONS (VRs), 13th edition, effective 1 January 2014

1. CUSTOMS FORMALITIES

Address: Custom's Broker
Nuno Braamcamp
Av. 24 de Julho, 52 – 2^o Drt.
1200 Lisboa - Portugal

Telephone: +351 213 920 240 Fax: +351 213 907 758

Email:

2. HEALTH REQUIREMENTS

GENERAL

In accordance with the FEI Code of Conduct 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

3. NATIONAL REQUIREMENTS

4. TRANSPORT OF HORSES

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

5. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE

PASSPORTS

General Regulations Article 137

For all Horses FEI Passports/FEI Recognition Cards issues, please address to 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, with the exception of CNs and CIMs as outlined below.

Event's Category	FEI Passport and or Recognition Card
National Events	Not compulsory
CSI1*-2*/J-B/Y-B/Ch-B/U25-B/V-B/Am-B/P/Ch-A	Not compulsory for Horses from the host Nation – Compulsory for Horses from the invited Nations
CSI3*-5*/CSI0s/J-A/Y-A/V-A/U25-A/Am-A	Compulsory
All Championships/Games	Compulsory
CSI1*-5*-W	Compulsory

Athletes whose Horse's Passport and/or Recognition Card is not correctly validated, or failing to meet other passport requirements including for vaccination and Equine Anti-Doping and Controlled Medication control (Veterinary Regulations Article 1030) will be **subject to Sanctions in accordance with Annex II of the Veterinary Regulations** and may not be allowed to compete.

Athletes will be required to write their name and counter sign next to any passport irregularity entry noted, as an acknowledgement, prior to receiving the passport and leaving the show ground. Following a warning being issued for such an irregularity the Athlete will have 30 days to correct this, failure to correct such irregularities within 30 days will result in a sanction being imposed.

Note 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.

VACCINATIONS - EQUINE INFLUENZA **2014 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 (e.g. 1 January) 2 nd Vaccination: day 21-92 (e.g. 1 February)	May compete 7 days after the 2 nd Vaccination
First Booster	Within 7 months of the 2 nd vaccination of the Primary Course (e.g. 1 August)	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 (e.g. may enter venue after 7 August)
Boosters	MINIMUM: within one year of previous booster vaccination IF COMPETING: must be competing in the 6 months +21 days of the previous booster vaccination	Must have been vaccinated with the 6 months +21 days before arriving at the Event Must not compete in the 7 days after receiving a vaccination

Exceptions to the requirement for FEI equine influenza vaccinations currently exist only for those Horses competing at CNs or CIMs where there are no national requirements for influenza vaccination in both the Event host country and the Horse's country of origin (General Regulations Article 137).

EXAMINATION ON ARRIVAL **2014 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, their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status, with regards to vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue.

HORSE INSPECTIONS **2014 Veterinary Regulations Article 1033**

All Horses will be assessed for their orthopaedic 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 not to compete will be eliminated by the Ground Jury and not be permitted to continue in the competition.

LIMB SENSITIVITY EXAMINATION

Horses are not eligible to compete when a limb, or part of a limb, is hyposensitive or hypersensitive (both of which shall constitute "abnormal limb sensitivity"). Hypersensitive limbs have an excessive or abnormal reaction to palpation. Hyposensitive limbs include any alteration in sensitivity induced by a neurectomy or chemical desensitisation for as long as the alteration in sensitivity persists.

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.

6. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION **2014 Veterinary Regulations, Chapter VI** **EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP)**

Within FEI Groups I & II, the Organising Committee should charge competitors the equivalent of CHF 12.50 towards the cost of the EADCMP, which is affected by the FEI Veterinary Department.

SAMPLING

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 (2013 Veterinary Regulations Article 1057 and 1058).

CLEAN SPORT INFORMATION

The current FEI Equine Prohibited Substances List of Banned Substances and Controlled Medications (the EPSL) is available on the FEI Clean Sport website: www.FEICleanSport.org as a PDF document, database or smart phone app. Detection times are also provided for a limited number of Controlled Medication substances where available.

Elective Testing may be carried out, by Competitors for their Horses, prior to an Event to check for the presence of prohibited substances (please refer to www.FEI.org/veterinary for information and details **Art. 1956**)

FEI LABORATORY FOR SAMPLE ANALYSIS

GROUPS I & II ONLY – FEI CENTRAL LABORATORY

Under Veterinary Regulations Chapter VI, Article 1057 all samples collected in Groups I and II, must be analysed by the FEI Central Laboratory, currently Horseracing Forensic Laboratories (H.F.L) Sport Science, Quotient Biosearch Limited Newmarket Road Fordham, Cambridgeshire CB7 5WW.

Samples collected outside of FEI Groups 1 and 2 may be analysed at an alternative FEI Approved Laboratory. Addresses and contact details can be found at <http://www.fei.org/sites/default/files/file/VETERINARY/Doping and Controlled Medication/lis t%20of%20labs%20%2711.pdf>

Details of FEI Approved Laboratory appointed to carry out analyses on samples collected at this event. (Vet. Regs. Art. 1064). The list of approved Laboratories and further information is available on the FEI website.

Name: Horseracing Forensic Laboratories (HFL) Sport & Science
Att: Dr. Steve Maynard
Quotient Biosearch Limited

Address: Newmarket Road
Fordham
Cambridgeshire CB7 5WW
United Kingdom

Telephone: +44 1638 724 406 Fax: +44 1638 724 407
Email: smaynard@hfl.co.uk

FURTHER QUERIES ON THIS INFORMATION NOTE

If you have any further questions please check: www.fei.org/Veterinary

Please feel free to contact Inka.Sayed@fei.org or veterinary@fei.org for further information. Tel +41 21 544 10 44 or +41 21 310 47 39

7. PONIES

For all Pony Events, Ponies must be available for Pony Measurement prior to the Horse Inspection and throughout the event be subject to the requirements of the 2014 Veterinary Regulations, Chapter IV).

8. INJURY SURVEILLANCE

Horses participating in FEI Events are subject to injury surveillance protocols; such information is essential to ensure that (i) the Horse's welfare remains paramount at all times and (ii) sound scientific reasoning is applied to the safety of all Horses and Athletes participating at Events.

XI. HUMAN ANTI-DOPING

At a minimum, and pursuant to the ADRHAs, Organisers must provide the following at Events where human anti-doping testing is scheduled to take place at least 2 months prior to the Event:

- 1.** One (1) staff member able to act as point of contact and coordinator for the *Doping Control Officers (DCOs)* with the contact name and details of this staff member to be communicated to the *FEI* at least two (2) weeks prior to the starting date of the *Event*.
- 2.** Human anti-doping facilities reasonably separated from public activity, consisting of:
 - one (1) private room exclusively dedicated for use by the *DCOs* with one (1) table, two (2) chairs, pens and paper and one (1) lockable fridge; and
 - a waiting room/area with a suitable number of chairs as well as an appropriate amount of individually sealed, non-caffeinated and non alcoholic beverages, which includes a mix of natural mineral water and soft drinks ; and
 - one (1) private and clean bathroom/toilet, adjacent or as near as possible to the *DCO* room and waiting area.
- 3.** Staff members (or volunteers) of both genders, able to act as *Chaperones*. The number of *Chaperones* available to the *OC* must be communicated to the *FEI* as early as possible following receipt by the *OC* of the *Testing* plan for the *Event*. Please see the qualifications for *Chaperones* in the ADRHAs.

XII. COMPETITIONS

International competitions must not start before 08:00 and should not finish after 23:00 unless otherwise approved by the FEI.

OVERALL PRIZE MONEY. 74.000,00 €

TOTAL AMOUNT OF PRIZE MONEY CSI2* : 72.500,00€
+ list of prizes in kind (if applicable)with their value

	Name of Class	Amount (Currency)
Competition No I-02	Small	1.500,00€
Competition No I-03	Medium	3.250,00€
Competition No I-04	Big	7.500,00€
Competition No I-06	Small	1.500,00€
Competition No I-07	Big	24.000,00€
Competition No I-08	Small	1.500,00€
Competition No I-09	Medium	5.000,00€
Competition No I-10	Medium	3.250,00€
Competition No I-12	Grand Prix	25.000,00€

TOTAL AMOUNT OF PRIZE MONEY CSI-YH1*: **1.500,00€**
+ list of prizes in kind (if applicable)with their value

	Name of Class	Amount (Currency)
Competition No I-01	CSI-YH6	500,00€
Competition No I-05	CSI-YH6	500,00€
Competition No I-11	CSI-YH6	500,00€

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 OCs 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 OC prior to departing.

In accordance with the Portuguese tax legislation the prize money won in sporting competitions are subject to retention according to the following regulations:

Resident Riders (Riders with Portuguese Fiscal ID)

1. With "Green Receipt"

Retention of 25% is made on the amount paid.

2. With Invoice

Retention is not made. The O.C. will pay the VAT legally applicable, leaving it to the subject the responsibility of considering the amount paid in the rider's VAT declaration.

3. Without Documents

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to points 1 or 2. After this period of time the prize money will not be paid under any pretence.

Non Resident Riders (Riders without Portuguese Fiscal ID)

A) With or without legal document (invoice or receipt) as individual entities or companies.

Retention of 25% or the tax defined by the Double Taxation Agreement (*) is made on the amount paid.

If an invoice or receipt is not presented, the rider will have to sign a document elaborated by the O.C. for the effect and must present NIF (EU residents) or Passport (other countries) of the origin country.

B) Without the presentation of Legal document and Refusal to sign the document issued by the O.C.

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to point **A)**. After this period of time the prize money will not be paid under any pretence.

(*) Double Taxation Agreement

All riders who want to benefit from Double Taxation Agreement must provide the O.C with Model 21-RFI issued in the rider's origin country.

General Information:

Due to the existence of different taxations, the prize values presented will be the gross value, before taxation.

IMPORTANT

The total amount of prize money shown for each Competition in the schedule must be distributed. (GR Art 127, 128)

For details of the Breakdown for each competition please refer to the tables at the end of this document; the OC must specify which of the two tables will be used. The total prize money for the competition must be distributed among the first 12 placed athletes. The OC must provide additional created prizes for athletes placed beyond 12th place. The minimum amount for each of these additional prizes, for athletes placed from 13th to last place, must be clearly specified in the approved schedule.

IMPORTANT

Maximum Number of starters per competition: 100.

If more than 100 starters are entered, the OC must split the class and provide the equivalent amount of prize money for the additional Competition. OCs may apply either of the following methods for splitting the Competition:

The competition is split into two groups before it starts. There may be a different number of starters in each group. There may be athletes with multiple horses in each group but all horses of any one athlete must be in the same group.

OR

The competition is run as one single competition and split afterward into two groups and the classification established as follows: the athlete with the best score is the winner of the first group, the athlete with the second best score is the winner of the

second group and so on until prizes have been allocated to 25% of the total number of starters. *NB: In this case separate results must be sent to the FEI for each of the two groups, e.g. results for Competition 1a and for Competition 1b.*

In both cases above each group must offer the same amount of prize money as indicated for the original Competition.

FIRST DAY : Thursday

DATE : 24/07/14

COMPETITION No 01

10h00

Young Horses 6 years old

Table A against the Clock

Art: 238.2.1

Jump-off (if any)

No

Speed/Fixed time

350m/min

Obstacles height:

max 1,25/1,30

Number of horses per athlete

2

Maximum number of Starters:

100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money:

500,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 02

11h30

Table A against the Clock

Art: 238.2.1

Jump-off (if any)

No

Speed/Fixed time

350m/min

Obstacles height:

max 1,25

Number of horses per athlete

2

Maximum number of Starters:

100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money:

1.500,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 03

14h30

Two Phases –Table A	Art: 274.5.3
Two Phases against the Clock	
Jump-off (if any)	No
Speed/Fixed time	350m/min
Obstacles height: max	1,35
Number of horses per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided and the equivalent amount of prize money must be provided.
Total prize money:	3.250,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 15,00€

COMPETITION No 04

18h15

Table A against the Clock	Art: 238.2.1
Jump-off (if any)	No
Speed/Fixed time	350m/min
Obstacles height: max	1,40
Number of horses per athlete	1
Maximum number of Starters:	100, if more, the competition must be divided and the equivalent amount of prize money must be provided.
Total prize money:	7.500,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Qualifying: For the Grand Prix the best 50 Athletes

Please specify prize money amount for each athlete placed 13th and beyond: 30,00€

SECOND DAY : Friday

DATE : 25/07/14

COMPETITION No 05

10h00

Young Horses 6 years old

Two Phases – Table A

Art: 274.5.3

Two Phases against the Clock

Jump-off (if any)

No

Speed/Fixed time

350m/min

Obstacles height:

max 1,25/1,30

Number of horses per athlete

2

Maximum number of Starters:

100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money:

500,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 06

12h00

Table A against the Clock

Art: 238.2.1

Jump-off (if any)

No

Speed/Fixed time

350m/min

Obstacles height:

max 1,25

Number of horses per athlete

2

Maximum number of Starters:

100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money:

1.500,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 07

16h00

This Competition counts for the LONGINES RANKINGS

Table A against the Clock

Art: 238.2.2

Jump-off (if any)

Yes

Speed/Fixed time

350m/min

Obstacles height:

max 1,40

Number of horses per athlete

1

Maximum number of Starters:

100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money:

24.000,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Qualifying:

For the Grand Prix the best 40 Athletes not qualified in Comp. No. 4, deducting the number of athletes that the FEI determines mandatory.

Please specify prize money amount for each athlete placed 13th and beyond: 30,00€

THIRD DAY : Saturday

DATE : 26/07/14

COMPETITION No 08

10h30

Two Phases –Table A

Art: 274.5.3

Two Phases against the Clock

Jump-off (if any)

No

Speed/Fixed time

350m/min

Obstacles height: max 1,25

Number of horses per athlete 2

Maximum number of Starters: 100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money: 1.500,00€

Chart to be used: 1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 09

14h00

Table A against the Clock

Art: 238.2.2

Jump-off (if any)

Yes

Speed/Fixed time

350m/min

Obstacles height: max 1,35

Number of horses per athlete 2

Maximum number of Starters: 100, if more, the competition must be divided and the equivalent amount of prize money must be provided.

Total prize money: 5.000,00€

Chart to be used: 1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13th and beyond: 20,00€

FOURTH DAY : Sunday

DATE: 27/07/14

COMPETITION No 10

11h15

Table A against the Clock	Art: 238.2.1
Jump-off (if any)	No
Speed/Fixed time	350m/min
Obstacles height:	max 1,35
Number of horses per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided and the equivalent amount of prize money must be provided.
Total prize money:	3.250,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 2,00€

COMPETITION No 11

15h00

Young Horses 6 years old

Table A against the Clock	Art: 238.2.1
Jump-off (if any)	No
Speed/Fixed time	350m/min
Obstacles height:	max 1,25/1,30
Number of horses per athlete	2
Maximum number of Starters:	100, if more, the competition must be divided and the equivalent amount of prize money must be provided.
Total prize money:	500,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Please specify prize money amount for each athlete placed 13th and beyond: 10,00€

COMPETITION No 12-Grand Prix CSI 2*

16h30

This Competition counts for the LONGINES RANKINGS

Two different rounds under Table A

Against the clock in both rounds Art. 273.3.3.1

The following Athletes (not Athlete/Horse combinations) are automatically qualified for the Grand Prix at CSI Events, if present:

261.4.2.1 The winner of that Event's Grand Prix the previous year;

261.4.2.2 The current National Champion of the host country;

261.4.2.3 The individual medal winners of the last Olympic and Pan-American Games, the last FEI World and FEI Continental Championships and the winner of the 2014 FEI World Cup™ Final.

Pre-Qualified Riders List for GP Competitions can be downloaded from the following link:

<http://www.fei.org/fei/events/fei-nations-cup-series/furusivya/current>

Second round for the 25% of Athletes on penalties and time from 1st round, in a

minimum of 10 Athletes, in any case all clear rounds. In reverse order of penalties and time incurred in the first round.

Jump-off (if any)	No
Speed/Fixed time	375m/min
Obstacles height:	max 1,45
Number of horses per athlete	1
Maximum number of Starters:	100
Total prize money:	25.000,00€
Chart to be used:	1 (25% to winner) <input checked="" type="checkbox"/>
	2 (33% to winner) <input type="checkbox"/>

Qualifying: 90 Athletes qualified in Comp. Nr.4 (50 athletes) plus a maximum of 40 Athletes according to the qualifying system defined in Comp. Nr. 7.

The competition Nr.7 will qualify 40 Athletes minus the number of Athletes automatically qualified according to the above rules.

Please specify prize money amount for each athlete placed 13th and beyond: 30,00€

All athletes qualified for the Grand Prix, including those automatically qualified must complete, with their Grand Prix horse, the initial round of at least one competition prior to the Grand Prix.

* * * * *

IMPORTANT

Prize Money Distribution:

Please specify under each Competition which of the two charts you will be using for the distribution of the Prize Money (Chart 1 or Chart 2).

For Competitions run in two rounds with more than 12 starters in 2nd round:

OCs that indicate in the schedule that a specific number (that is more than 12) of athletes will return for the second round will be permitted to distribute the prize money for that competition among all the athletes taking part in the second round, even if the second round is followed by a jump-off in case of a tie on penalties for first place after the second round.

THE APPENDIX (8 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST

Standardised prize money distribution

Chart 1: Prize money distribution with 25% of prize money offered to the winner

Nº of starters	up to 11	12-48		over 48	
Nº of prizes	Same as the number of starters who finish the competition	12		more than 12	
Prize money	40'000.-	40'000.-		40'000.-	
		%		%	
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 st placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 th place, are then distributed in descending order starting again with the 1 st placed athlete until there are no more prizes to be distributed. See examples below".	25	10'000.-	25	10'000.-
2		20	8000.-	20	8000.-
3		15	6000.-	15	6000.-
4		10	4000.-	10	4000.-
5		7	2800.-	7	2800.-
6		5.5	2200.-	5.5	2200.-
7		4	1600.-	4	1600.-
8		3	1200.-	3	1200.-
9		3	1200.-	3	1200.-
10		2.5	1000.-	2.5	1000.-
11		2.5	1000.-	2.5	1000.-
12		n/a	2.5	1000.-	2.5
total	40'000	100	40'000.-	100	40'000
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets prize for 1 st (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 th place (7%). The prize for 6 th (5.5%) is then given to the winner, the prize for 7 th (4%) is given to the 2 nd placed athlete, the prize for 8 th (3%) is given to the 3 rd placed athlete, the prize for 9 th (3%) is given to the 4 th placed athlete and the prize for 10 th (2.5%) is given to the 5 th placed athlete. The prize for 11 th (2.5%) is then given to the 1 st place athlete and the prize for 12 th (2.5%) is given to the 2 nd placed athlete.					
10 athletes: winner gets prize for 1 st (25%) and 11 th (2.5%), second placed gets prize for 2 nd (20%) and 12 th (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 rd to 10 th place.					

Chart 2: Prize money distribution with 33% of prize money offered to the winner

Nº of starters	up to 11	12-48		over 48	
Nº of prizes	Same as the number of starters who finish the competition	12		more than 12	
Prize money	40'000	40'000.-		40'000.-	
		%		%	
winner	All athletes having completed the competition receive prize money, to be distributed according to the percentages at right from the 1 st placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 th place, are then distributed in descending order starting again with the 1 st placed athlete until there are no more prizes to be distributed. See examples below".	33	13'200	33	13'200
2		20	8000	20	8000
3		15	6000	15	6000
4		10	4000	10	4000
5		6	2400	6	2400
6		4.5	1800	4.5	1800
7		3	1200	3	1200
8		2.5	1000	2.5	1000
9		2	800	2	800
10		2	800	2	800
11		1	400	1	400
12		n/a	1	400	1
total	40'000	100	40'000	100	40'000
*Examples:				OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes is to be stated in the Schedule.	
5 athletes: winner gets the prize for 1 st (33%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 th place (6%). The prize for 6 th (4.5%) is then given to the winner, the prize for 7 th (3%) is given to the 2 nd placed athlete, the prize for 8 th (2.5%) is given to the 3 rd placed athlete, the prize for 9 th (2%) is given to the 4 th placed athlete and the prize for 10 th (2%) is given to the 5 th placed athlete. The prize for 11 th (1%) is then given to the 1 st placed athlete and the prize for 12 th (1%) is given to the 2 nd placed athlete.					
10 athletes: winner gets prize for 1 st (33%) and 11 th (1%), second placed gets prize for 2 nd (20%) and 12 th (1%); the remaining athletes receive the prize money for their placing as per the percentages from 3 rd to 10 th place.					

updated 17 October 2011

Annex I 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.

Name* : Click here to enter text. First Name* : Click here to enter text.
 FEI ID¹ : Click here to enter text. E-Mail* : Click here to enter text.
 Access Rights* : Admin² Consult³
Event(s)⁴ : Click here to enter text.

Name* : Click here to enter text. First Name* : Click here to enter text.
 FEI ID¹ : Click here to enter text. E-Mail* : Click here to enter text.
 Access Rights* : Admin² Consult³
Event(s)⁴ : Click here to enter text.

Name* : Click here to enter text. First Name* : Click here to enter text.
 FEI ID¹ : Click here to enter text. E-Mail* : Click here to enter text.
 Access Rights* : Admin² Consult³
Event(s)⁴ : Click here to enter text.

¹ If already have an FEI user account.

² Provide 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