

# REPORT OF THE CHIEF CLASSIFIER

## Para-Equestrian Dressage



**C o n f i d e n t i a l (For the use of the FEI secretariat)**

<b>Event</b>	
<b>Event title</b>	
<b>Event category</b>	
<b>Date</b>	
<b>Location</b>	
<b>Event organiser</b>	

<b>Chief Classifier</b>	
<b>Name</b>	
<b>Address</b>	
<b>Email address</b>	
<b>Mobile phone no.</b>	
<b>Nationality</b>	

The purpose of this report is to give the FEI an overall view of the classification aspects of the Event. Individual reports must be completed by the Chief Classifier immediately following the Event and should be forwarded to the Secretary General within 15 days of the Event, at the latest.

The powers, duties and responsibilities of the Chief Classifier are mentioned in the Rules for Para-Equestrian Dressage Events (1st edition 2006) and the classification Manual (1st edition 2006).

All unusual incidents, irregularities and/or statistics of special interest must be noted under point 9. Thank you for taking the trouble to fill in this report as accurately and completely as possible.

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**All necessary follow-up action will be taken but this report will not be acknowledged unless specifically requested by placing a tick in the box.**

**1. Show facilities**

1.1 Please give a brief description of the venue

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**2. Work Facilities**

	<b>Yes</b>	<b>No</b>
2.1 Was the examination room conforming to the standard criteria?	<input type="checkbox"/>	<input type="checkbox"/>
2.2 Please give a brief description of the room		
<hr/>		
2.3 Was a private area provided nearby the competition arena for the classifiers (including the host nation's own classifiers who wish to be present) for observation?	<input type="checkbox"/>	<input type="checkbox"/>
2.4 Was the forty minute periods designated for each appointment respected?	<input type="checkbox"/>	<input type="checkbox"/>
2.5 Were adequate meal times and breaks scheduled for the classifiers?	<input type="checkbox"/>	<input type="checkbox"/>
2.6 Did the appointed administrative assistant provide you with satisfactory help?	<input type="checkbox"/>	<input type="checkbox"/>
2.7 Did the communication with the Chefs d'Equipe and OC work well?	<input type="checkbox"/>	<input type="checkbox"/>
Any further comments:		
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**3. Classification**

	<b>Yes</b>	<b>No</b>
3.1 Was the classification carried out by two international accredited classifiers (For Championships there should be three internationally accredited classifiers)?	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Please specify the names and nationalities:		
<hr/>		
3.3 Was the classification carried out by the classifiers together or separately? <input type="checkbox"/> Together <input type="checkbox"/> Separately		
3.4 During the classification, were there only the necessary personnel attending?	<input type="checkbox"/>	<input type="checkbox"/>
3.5 Was a Technical Delegate in attendance? If so, was he/she able to provide expertise regarding technical ability and compensating aids?	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>		
3.6 Was any athlete requested to attend a reclassification session?	<input type="checkbox"/>	<input type="checkbox"/>
3.7 Did any athlete terminate the classification process? If so, please specify the reason?	<input type="checkbox"/>	<input type="checkbox"/>
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**3. Classification**

	<b>Yes</b>	<b>No</b>
3.8 Was any rider withdrawn from the competition? If so, what was the reason?	<input type="checkbox"/>	<input type="checkbox"/>
3.9 Did any athlete refuse classification?	<input type="checkbox"/>	<input type="checkbox"/>
3.10 Was the procedure for establishing medical diagnosis carried out according to the rules?	<input type="checkbox"/>	<input type="checkbox"/>
3.11 Were any certificates produced?	<input type="checkbox"/>	<input type="checkbox"/>
3.12 Was there any inquiry regarding medical diagnosis?	<input type="checkbox"/>	<input type="checkbox"/>
3.13 Were all PE cards signed by the two PE classifiers? If not, please specify the reason:	<input type="checkbox"/>	<input type="checkbox"/>

Any further comments:

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**4. Change of Grade at the competition**

	<b>Yes</b>	<b>No</b>
4.1 Was there any change of grade prior to the competition? If so, please specify:	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Was there any change of grade for a new internationally classified athlete? If so, please specify:	<input type="checkbox"/>	<input type="checkbox"/>
4.3 Was there any rider riding at a higher grade? If so, was his declaration put through his/her National Federation to the FEI according to the Rules? Please list the names and nationalities here:	<input type="checkbox"/>	<input type="checkbox"/>

Any further comments:

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**5. Eligibility for Para-Equestrian competition**

	<b>Yes</b>	<b>No</b>
5.1 Were any athletes made non eligible? If so, please specify:	<input type="checkbox"/>	<input type="checkbox"/>

Any further comments:

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### 6. Responsibilities - OC

		Yes	No
6.1	Has a list of all athletes, showing details of their nationality, listed Profile Number and the Grade that they are entered been sent to you and to the head FEI PE Classifier by the Organising Committee (OC) after the closing date of entries?	<input type="checkbox"/>	<input type="checkbox"/>
6.2	Were the riders sent the date and time of their scheduled classification appointment prior to the event?	<input type="checkbox"/>	<input type="checkbox"/>
6.3	Were the athletes informed of their scheduled classification immediately upon their arrival at the competition?	<input type="checkbox"/>	<input type="checkbox"/>
6.4	Were all athletes' classifications scheduled before the start of competition?	<input type="checkbox"/>	<input type="checkbox"/>

Any further comments:

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### 7. Responsibilities - Classifier

		Yes	No
7.1	Was the list checked and returned to the Organising Committee, confirming those that were classified and a list prepared of those that needed to be classified, or re-examined?	<input type="checkbox"/>	<input type="checkbox"/>
7.2	Was the list of compensating aids allowed for each rider sent to the OC?	<input type="checkbox"/>	<input type="checkbox"/>
7.3	When finally approved, was the list circulated to the TD, Chief Steward and Judges?	<input type="checkbox"/>	<input type="checkbox"/>
7.4	Were the cards of any newly classified athletes sent to the Head FEI PE classifier?	<input type="checkbox"/>	<input type="checkbox"/>

Any further comments:

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### 8. Protests

		Yes	No
8.1	Was there any classification protest?	<input type="checkbox"/>	<input type="checkbox"/>
8.2	Were there any protests on new athletes' classification?	<input type="checkbox"/>	<input type="checkbox"/>
8.3	Were there any protests on athletes with improving or deteriorating conditions?	<input type="checkbox"/>	<input type="checkbox"/>
8.4	Were there any protests on athletes with temporary classification? If so, was the protest carried out according to the rules?	<input type="checkbox"/>	<input type="checkbox"/>
8.5	Was there any formal appeal? If so, was it directed to the Appeal Committee?	<input type="checkbox"/>	<input type="checkbox"/>

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8.6 Were you consulted?

Any further comments:

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## 9. Unusual incidents, irregularities and / or statistics

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## 10. FOLLOW-UP and IMPROVEMENTS

Does further *follow-up action* have to be taken with the Event Organiser?  Yes  No

If yes: Please briefly describe the issue(s) to be followed up (refer to the relevant section in the report for details)

Do you have any additional recommendations for *future improvements* to the event?  Yes  No

If yes: Please give a short description of areas for improvements and how they could be achieved.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Return to / A expédier au**

**FEI  
Mrs Anna Milne  
Para Equestrian Dressage Department  
Av. Mon Repos 24  
CH – 1005 LAUSANNE  
Anna.milne@fei.org**

**PLEASE SUBMIT THE REPORT VIA EMAIL to facilitate the administration and to protect the environment.**

**Copy to the Steward General of NF  
Copie au Commissaire Général de la FN:**

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