

GUIDELINES FOR VETERINARY MATTERS TO BE DEALT WITH BY THE APPEAL COMMITTEE



The Veterinary Commission/Delegate has received instructions from the FEI and as a result of these he may call on the services of the Appeal Committee, particularly regarding FEI passport irregularities which you should consider in accordance with General Regulations (GR), Chapter VI and particularly Art. 139 and, Veterinary Regulations (VR), Chapter IV and particularly Art. 1010 and 1011.

We would ask that you deal with these matters as soon as the Veterinary Commission/Delegate reports to you and preferably on the first day of the Event. Please provide the Secretary of the Organising Committee, the Chef d'Equipe/Person Responsible for the horse with a copy of these minutes and forward the original within 15 days to the FEI.

If the entries as recorded in the Passport are not correct then there is an infringement of FEI regulations which should be penalized accordingly. Only in exceptional circumstances should telephone/fax or other correspondence be accepted, at an event, as corrections for information not correctly recorded in the Passport.

NB: Any fine imposed must be in Swiss Francs and will be invoiced by the FEI.

Action by the Appeal Committee

Identification (VR Art. 1010, 1011.2)

The Appeal Committee should only be concerned if a report from the Veterinary Commission/Delegate indicates that a horse is probably not the horse it is presented to be. If this is proved upon investigation to be correct the horse must not be allowed to compete.

Equine Influenza Vaccination (VR Art. 1011.2 & Annex VII)

1. All horses that intend to compete in FEI competition must have received at least an initial primary course of two vaccinations, the second dose of which must have been given between 21 and 92 days after the date of administration of the first dose. Thereafter, a third dose (referred to as the first booster) must be given within 6 months +21 days after the date of administration of the second primary dose, with at least annual boosters given subsequently (i.e. within 365 days of the last dose).
2. If the horse is scheduled to take part in an FEI competition, the last booster must have been given within 6 calendar months + 21 days of the day of competition or of entry to the FEI stables, whichever is the sooner. (The 21-day window has been provided to enable vaccination requirements to fit in with the competition schedule). *Horses competing regularly consequently require twice yearly boosters.*
3. It is also important that no vaccination should have been given within 7 days of the day of competition or of entry to the FEI stables, whichever is the sooner.
4. All horses that were certified as correctly vaccinated under the previous FEI equine influenza vaccination rule prior to 1st January 2005, should not need to start a primary course again provided that they have complied with the previous rule of primary course and annual re-vaccinations and the new rule of a booster vaccination within 6 calendar months + 21 days of the day of competition or entry to the FEI stables, whichever is the sooner.

Vaccines, Administration and Certification

- All proprietary equine influenza vaccines are acceptable to the FEI irrespective of the route of administration.
- All vaccines must be administered by a Veterinarian.
- The vaccination should be administered according to the manufacturer's instructions (i.e. intramuscular injection or intranasal). The FEI will accept intranasal vaccines for both primary and booster doses. However, it is not possible to change the route of administration between the first and second vaccination of the primary course.
- The details of the vaccine, serial/batch number, the date and route of administration must be recorded in the FEI passport.
- Where vaccination details are to be entered into new FEI passports/recognition cards or duplicates, if the vaccination history of the horse is very long, the Veterinarian who completes the descriptive page of the passport/recognition card may use a specific statement to certify that the vaccinations have been administered in accordance with FEI regulations (for the extract of the wording see Veterinary Regulations, Annex XIV.I.11).

Sanctions

As from 1 January 2006 a system of fines is being imposed by the Appeal Committee/Ground Jury for failure to comply with 6-month booster vaccinations.

- Less than one week after the 3-week vaccination window: **CHF 200**
- Less than two weeks after the 3-week vaccination window: **CHF 300**
- Less than four weeks after the 3-week vaccination window: **CHF 400**
- More than four weeks after the 3-week vaccination window: **CHF 500, and cancellation of the horse's participation in the event.**

Fines for other infringements relating to influenza vaccination will be as follows:

- a) if no evidence of any current vaccination in passport: a maximum penalty of CHF 500. The horse should not be allowed to compete, it must be put in isolation and sent away from the event as soon as possible.
- b) any infringements of vaccination dates should be noted in the passport so that it is not reported again at a future event. Please write in CAPITAL letters; remember that others will be dependent on the information that you have written in the passport.
- c) no information available on the primary vaccination course need not lead to a penalty, and a repeat primary course is not required, provided the current passport contains a statement that the vaccination history of the horse has been checked and found to be correct (for exact wording see VR, Annex XIV.I.11).

Further details:

If, following a report of the Veterinary Commission/Delegate, it is proved that there are omission of further details, (ownership, age, sex, colour of horse, etc.) the Person Responsible should be penalized as provided under GR Art. 164.4.

Procedure to be followed by the Appeal Committee

1. On receipt of the report of the Veterinary Official invite him to discuss with the Appeal Committee the problems he has encountered. Check the entries in the passport consider the proposals and discuss on the penalties to be imposed.

2. Invite the Chef d'Equipe/Person Responsible, in the presence of the Appeal Committee and the Veterinary Official, explain the problem, ask for his explanation, decide and inform him of the penalty if appropriate. This meeting should immediately follow completion of point 1. above.
3. If a penalty is imposed, this must be recorded in the passport by the Veterinary Delegate/Commission. Identification irregularities shall be entered on the page headed "Identification of the horse described in this passport" and vaccination irregularities shall be entered on the page headed "Vaccination Form". The information must be entered clearly giving the reasons and the nature of the penalty. The entry must be signed by the President of the Appeal Committee and by the Veterinary Commission/Delegate. May we remind you that a copy of the passport must be sent together with the report to the FEI within 15 days.
4. Advise the Chef d'Equipe/Person Responsible that any fine imposed will be invoiced by the FEI. Such persons who have not paid the outstanding amount within 30 days of the date of invoice will be suspended by their NF until settlement of the invoice.
5. Under no circumstances must the passport be confiscated.

GUIDELINES ON PROCEDURE FOR HEARING COMPLAINTS, APPEALS AND OBJECTIONS

(See GR, Art. 161 to 174)

1. At first, consider whether the Appeal Committee has jurisdiction to hear the matter according to GR 164.2. GR 163.5 lists decisions of the Ground Jury against which there is no appeal. Note that the Ground Jury must rule on an objection before there can be an appeal. Then, where a deposit is required, find out whether it has been paid to the Organising Committee.
2. When preparing to hear an appeal, read carefully the decision of the Ground Jury and the relevant articles of the GR, the VR and the relevant Rules of the discipline.
3. A quiet place must be found for the hearing (preferably allotted in advance by the Organising Committee) where the proceedings will not be overheard.
4. The President of the Appeal Committee will preside but other members will, as appropriate, ask questions. A courtroom atmosphere should be avoided, but the proceedings must be fairly format.
5. Invite the appellant to state his case and, if the facts are not agreed, to give evidence and call his witness(es). Then other interested parties and their witnesses may follow. All who give evidence may be asked questions by parties with an opposing interest.
6. Be fair and courteous, give every party an opportunity to state his case, weigh the evidence and reach an impartial decision in a sporting spirit, remembering that generosity to one competitor may result in unfairness to another.
7. If there are Chefs d'Equipe, they must be present and they should represent their competitors.
8. If there is any language difficulty, make sure that what is said can be translated.
9. GR 174 contains important advice on penalties. However, ensure that you impose a penalty within the scope of your competence as laid out by GR 164.4.
10. When the parties have made their case, ask them to retire, then reach a decision, recall them and announce the decision. Record the decision in writing and hand out sufficient copies to the interested parties and the Organising Committee.
11. Mention the hearing in the Report of the Appeal Committee and send a copy of the decision with the Report to the FEI.