



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



## **I. PREAMBLE**

The World and Europe Open TREC (Techniques de Randonnée Equestre de Compétition), Seniors, Young Riders **and Juniors**, are the major and key competition events of the Fédération Internationale de Tourisme Equestre. Seniors, Young Riders **and Juniors** Championships can be organised together or separately, depending on the schedule of the FITE.

They are, for the selected riders, the result of a long work and the result of significant efforts made at the sporting and financial levels.

For these reasons, in order to promote its image and the activities it represents, FITE attaches the greatest importance to their exemplary success, linked to a flawless organisation.

### **Mandatory requirements**

- The official languages of the FITE are by its statutes, the French and English.
- All documents related to the Championships organisation must necessarily include the FITE logo.

### **General principles of organisation**

The general organisation of the international TREC championships is entrusted to an affiliated NETO (National Equestrian Tourism Organisation). The organising ONTE may have recourse to an organising committee acting in liaison with the FITE Presidency and the General Secretary. However, only the ONTE organiser is responsible to the FITE.

To be admissible, except in exceptional cases, the application of a NETO must be made to the FITE Board of Directors at least two years before the date of the event.

The international championships of TREC are organised with the express agreement of the FITE and **its Board of Directors** and its General Assembly in accordance with international regulations for TREC and related documents, prepared by him. The international TREC Championships must establish under his leadership and under his authority.

The ONTE organiser surrounds with all the competent persons who can bring help and know-how, for whatever reason. It formally undertakes to comply with these specifications in all its prescriptions.

### **Composition of the organising committee - Budget**

The composition of the organising committee, with full contact details, and the division of tasks between its members, is imperatively given in the application file, as well as the budget attached to the event. This one is presented with particular care.

The file also includes the formal commitment of the Organising Committee to the different budget items and an assessment of the financial contribution requested from



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



each competitor.

This participation must remain comparable from one year to the next, taking into account the evolution of the value of the reference currency and services provided. These must be expressly listed in the commitment file and cannot be linked to an increase in rates and packages on site.

## **Financial assistance from FITE:**

FITE provides financial assistance of 2000 € (two thousand Euros) for the organisation of the World or European Championships.

It will be paid upon receipt of the financial statement of the event.

This financial assistance is used to:

- The feasibility visit of the Technical Delegate: transport and living expenses
- The mission of the POR auditor: Transportation, defrayment of living expenses,
- The travel expenses of the President of the Ground Jury

The cost of food and accommodation for the members of the Ground jury and all other judges are in charge of the organiser.

The invitation of FITE personalities, President, Vice President and General Secretary, are at the discretion of the organiser.

## **II. TECHNICAL DELEGATE**

The Technical Delegate of the FITE is the head of mission. He works in close collaboration with the President of FITE.

He is the responsible of the application of the international regulations governing the discipline.

For the preparation and during the competition, he acts in close liaison with the Organising Committee, the President of the Ground Jury and the Course designers.

The Technical Delegate produces, at the end, a detailed report about organisation and proposes, if necessary, improvements.

The organising committee, ~~independently of the judges and the controllers~~, also provides all the transport, accommodation and food expenses of the FITE Technical Delegate for all the travel necessary for the accomplishment of its mission, the organisation of the championships.

The reimbursement of the expenses of the Technical Delegate is carried out at the end of the event, before his departure for his country of origin, as well as **immediately** after each mission punctually accomplished.



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



## **Visit and feasibility report of Technical delegate**

The Technical Delegate makes the site feasibility visit. The prescriptions attached to it are defined in **Art 3.1-C** of the FITE International TREC Regulation.

At any time, the Technical Delegate must be able to report any difficulties encountered, technical or financial, which could be prejudicial to the organisation of the championship.

The Technical Delegate report follows the pattern "Feasibility visit" document. This report is presented by the TD and validated by the Board above the Championship. The document, made in duplicate, must be signed by the President of the FITE, the Technical Delegate and the President of the organisation that keeps a copy.

## **Visit and report of the POR auditor**

He's in charge:

- To check the POR
- To help the tracer develop the final route
- To ensure that the technical level of the level considered.
- The day before the event, along with the course designers, he accompanies at least one of the members of the ground jury on the POR to inform him about the technical content of the control points.

The organising committee, independently of the judges and the controllers, also insures the totality of the transportation, accommodation and food expenses of the POR Auditor of the FITE for the whole of the displacements necessary for the accomplishment of its mission, for the organisation of the championships.

The POR Auditor reimbursements are carrying out at the end of the event, before his departure for his country of origin, as well as immediately after each mission.

## **III. MATERIAL AND HUMAN MEANS**

- Numbers that the competitors fit into their number bib, visible in front and behind, are attached to the bust of the rider during the Control of paces and the PTV phase. The horse wears the headrest number throughout the competition. Both of these means of identification must be waterproof.
- A speaker that speak French and English, (the official languages of the FITE).
- A protocol manager.
- A sound system with background music must cover:
  - The places of reception and restaurant,
  - The veterinary area,
  - The control of paces,
  - The PTV,
  - The Opening ceremony site and / or awards.



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



- Flags and masts as many as ONTE and one for the FITE.
- A podium with 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> places, and each step can accommodate 4 competitors.
- A list with the names and telephone numbers of the members of the different juries and Course designers PTV and POR is given to the President of the Ground Jury and the Technical Delegate as soon as they arrive.
- Welcomed the day before the event, the members of the Ground Jury must be available throughout the Championship and cannot be assigned to other spots during the competition.  
The organiser puts at the disposal of the jury a vehicle allowing him to go easily on the site of each phase.
- The organisers must hold phone numbers of members of the ground jury, judges and team leaders so that they can be reached when the results of each phase are established.

## Horse's accommodations

The organiser includes in the price of the entries:

1 stable with straw to their arrived, covered by competitor + 1 stable per team of each nation. If teams have small representation they can be regrouped.

The stables are located on a unique space, in flat ground, cleared of any offensive or blunt object.

To put the competitors in the best sports conditions, to limit the movements as much as possible and to favor the contacts between competitors and guides, the accommodation of the horses must be organised on the place of unfolding or departure of the phases.

The organiser plans:

- A guard service
- Drinking and showers with fast flow in the immediate vicinity of the boxes.
- Straw and hay of good quality and shavings for sale on site.

## Catering

These aspects are to be treated with particular attention: the success of sporting events like the World Championships or European Open TREC depends to a very large extent on the way they are organised.

- Restaurant room on the place of organisation: about **250 places** for the Young riders **and Juniors** Championships; up to **400** seats for years when both championships are held simultaneously,
- Cold take-away meal for POR competitors and relevant judges.

## Meals served by the organisation:

- **The breakfast hours must be in line with the schedules of the beginning of the different phases. The beginning of the service must be done at least 1h30 before the beginning of each phase.**



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



- The evening of the opening ceremony: Competitors, coaches, officials, judges, volunteers, etc.
- POR lunch: Picnic for competitors and controllers distributed before departure for a phase POR or controls. Dining room or buffet for other guests.
- POR diner: Indoor food for all,
- PTV lunch: buffet,
- The evening of the awards ceremony: closing dinner in the dining room.

### **Accommodation competitors, team leaders, grooms, plus one:**

The organiser can include the accommodation package in the price of the entries.

If this package is not included in the amount of the entries, the organiser must propose in the registration file:

- Preferably the possibility of camping on site, it must in this case provide sufficient sanitary facilities (showers, WC)
- is the list of campsites, guesthouses, hotels, etc. which are close to the event.

**Nota Bene:** The organisers must be able to accommodate competitors from the two days before the competitions until the next morning.

For competitors wishing to arrive or return to the site outside the established framework, the Organising Committee must propose a list of nearby places of welcome, with all accommodation facilities for horses and riders.

However, this facility implies that access to competition grounds is prohibited to competitors.

At the end of the championship, the organiser will provide precise and detailed statistics on the number of meals served and the number of accommodation available to best prepare the deadlines of the following years.

## **IV. NEEDS RELATED TO SPORTS PRACTICE**

The organisation of the veterinary checks, the presentation of the material and the three phases must be validated by the Technical Delegate.

The organization must use exclusively FITE technical documents, data sheets and scoring sheets, etc.

### **A - Veterinary checks :**

A team is composed of two specialized veterinarians, three if there are more than 80 horses engaged.

### **B - Orientation and regularity course (POR)**

- Six months in advance a network of itineraries (at least 100 kilometers) within a radius of 15 to 20 km must be provide.
- Make sure that all these lanes will be open to rider traffic.
- Consult the local authorities concerned and all competent bodies to obtain the



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



necessary authorizations in a timely manner.

- Original topographic maps are provided to all competitors.
- Waiting area for horses close to the map room, both to isolate the public.
- Drinking points on some controls.
- Shuttles for routing POR results from the finish line to the computer room.

## **C - Control of the pace**

- Provide a flat surface of at least 20 meters long and 12 meters wide in a straight line or horseshoe.
- Ground tracing equipment (plaster or lime).
- Electronic and manual timing.

## **D - Varied course (PTV)**

- A minimum course of 1000m, with natural or landscaped ground movements.
- Personnel for installation, repair, security...
- Shuttles for routing PTV results to the computer room.
- The PTV must be completely finalized and flagged no later than the Thursday before the competition at 14h, for validation by the Technical Delegate before 16h.
- PTV recognition by team leaders at the end of the day.
- The draft route plan (list, type of difficulty, distance, chain, association, etc ...) must reach the Technical Delegate no later than 15 days before the Championship.
- Only FITE fact sheets and scorecards will be provided to PTV Judges. They only have the force of law.

## **E - Means common to all three phases**

### **Judges and controllers**

FITE maintains the official list of international TREC judges. This is online at [www.fite-net.org](http://www.fite-net.org) and updated according to the elements provided by each NETO.

With the exception of the organizing country, judges are nominated and officiate under the responsibility of their NETO.

They are allocated as follows:

- ◆ 1 judge per nation entering competitors in the championship,
- ◆ 1 judge who has attended the FITE training course per nation.

They are supported by the host country for food and accommodation, from the opening of the championship to its closing, including the night after the announcement of the results. If other judges wish to officiate at the championships, they will do so at their expenses.

### **The judges are nominated by their NETO.**

The **minimum** number of judges is:

- for the POR, at least 1 international judge per checkpoint who can be assisted by a national judge.
- for the Control of Paces, 7 international judges
- for the PTV, 16 international judges (8 foreigners and 8 judges of the NETO organiser)





# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



A pair of judges can judge two difficulties.

In the event that the Young Riders **and Juniors** Championships are organised without the Seniors Championship, the judges of the Control of Paces may also officiate on the PTV.

The judges and controllers will be gathered by the Technical Delegate and to coordinate their action and judgments. During this meeting, the organiser must provide a translator who speaks the language of the organising NETO and English. This person must have a good knowledge of TREC.

## **V. PROMOTION**

Being reminded that the TREC International Championships are a major ways to present, promote and enhance the action of the FITE and activities related to equestrian tourism, nothing should be spared to achieve this.

**All the documents inherent in the organisation must refer to the FITE, mention that the event is organised under its aegis, under the international regulations drafted under its authority and include its logo.**

Promotion and advertising are realized:

- In the context of fairs and events to which the FITE, the NETO territorially concerned and, more generally, the NETOs, are brought to be present,
- Via:
  - FITE website: [www.fite-net.org](http://www.fite-net.org)
  - National and international press,
  - Regional, local press,
  - Posters and information and promotional materials made for the occasion,
  - Press conferences,
  - Any appropriate means.

All the information, promotion and advertising tasks require the services of a professional organisation.

## **VI. SPECIAL PROVISIONS**

Organisers will be able to research and propose any means likely to provide distant competitors from other continents with horses prepared and in excellent condition, as well as all the advantageous conditions that could favour their participation.

The corresponding requests must be made to them sufficiently in advance to allow them to face them in serenity.



# SPECIFICATIONS WORLD OR EUROPEAN CHAMPIONSHIPS TREC



## **VII. PROCLAMATION OF RESULTS - AWARDING OF PRIZES - CEREMONIAL**

Results of each phase must be validated and signed by the President of the Ground Jury, before posting.

If, at 20 hours, the results of the first day of the event cannot be communicated, the announcement will be postponed the next morning, before the veterinary control.

The final results must be communicated to each NETOs team leaders, least half an hour before the awards.

The awarding of the prizes shall be made in accordance with the provisions annexed to these specifications. The organisers must be in possession of the national anthems of the NETOs present and able to broadcast them in the best conditions at the award ceremony.

## **VIII. ORGANISATIONAL REPORT**

Organisers are required to provide an organisational report to the President of FITE and the Technical Delegate in the shortest possible time (maximum two months). The purpose of this report is to learn as quickly as possible from the past organisation and to facilitate future organisers.

To do this, they use the evaluation files of the Technical Delegate.

## **IX. OFFICIAL LANGUAGES**

Official publications (dossiers, invitations and others) must be written in at least two languages (French and English), as well as announcements made during the championships.