

BHA GENERAL INSTRUCTIONS

BHAGI 7.1
Dtd 1 April 2017

To: Managing Executives
From: Chief Executive
Subject: OFFICIAL RACECOURSE STABLES & HORSE BOX PARK

Official Racecourse Stables – General

1. The Official Racecourse Stable yard must be level and properly maintained and be within a perimeter fence secured to prevent unauthorised access. All Official Racecourse Stables built after 1 January 2003 and any course racing in the Winter months must have sound, man-made, non-slip walkways to allow easy access of horses and their attendants to all parts of the yard.

Stable Managers

2. The Managing Executive is to appoint a Stable Manager to whom detailed charge of the Official Racecourse Stables is delegated. The details (including name, date of birth and address) of a person considered for employment as a Stable Manager are to be submitted to the Integrity & Regulatory Operations Department for vetting before the individual is appointed.

Security Accommodation

3. At the entrance to the Official Racecourse Stables a Stable Security Office is to be available for the Stable Manager and the Equine Welfare and Integrity Officers (EWIOs). The Office is to:

- a) be clean and appropriately furnished. This includes:
 - sufficient counter space to allow the EWIOs, Veterinary Officers and Stable Manager to carry out their necessary paperwork;
 - lighting (including low-level lighting for night duty) and adequate heating;
- b) where possible, provide good visibility of the approach to the Official Racecourse Stables, main gate and entrance area;
- c) have a telephone(s) for communication with the Weighing Room and for making and receiving outside calls;
- d) have an emergency tool kit which must include such items as a fire axe, bolt cutters, hammer, crowbar, pliers and an electric torch;
- e) contain a digital CCTV system and monitor (of a specification agreed with the Integrity & Regulatory Operations Department – see paragraph 15) sited in an accessible and lockable unit. The monitor should be placed so that images cannot be seen by those entering the Office;

f) ideally, include a toilet and sink (with hot and cold water), unless there is such a facility in the immediate vicinity within the Official Racecourse Stables;

g) contain a kettle, microwave oven and refrigerator, unless such items are available in the immediate vicinity and available during night cover.

4. Up to date telephone numbers of a representative of the Managing Executive, medical and veterinary practitioners, farriers and other essential services, together with emergency call out numbers are to be prominently displayed in the Office.

External Notices

5. Permanent notices are to be displayed outside the entrance to the Official Racecourse Stables indicating:

- the persons qualified to enter the secure area, and that all persons are to show their authority for admission every time they enter the Official Racecourse Stables;
- where and at what times declarations are accepted (if accepted at the Stables);
- the use of CCTV within the Racecourse Stables for the purposes of the integrity of British horseracing.

Stabling Provision

6. Soundly constructed, clean and numbered stables are to be provided to cater for each runner declared to run under Rule (F)89 at the day's fixture. When such a horse arrives on the day of its race, the stabling arrangements must be such that it has immediate access to a clean stable which

- a) is within the Official Racecourse Stables and;
- b) has not previously been occupied after 10.00 a.m. on the day of racing.

Stabling Criteria – (stables in the Official Racecourse Stables built before 1 January 2003)

7. Stables in the Official Racecourse Stables built before 1 January 2003 must be a minimum of 80 sq ft (7.44 sq mtrs) with no side less than 8 ft long (2.44 mtrs). All such stables must be built of materials which are durable and are to:

- a) be well ventilated;
- b) have effective roof insulation where the stables are used during the Summer months and/or are likely to overheat;
- c) have half doors, capable of being held open by retaining hooks, in which the lower half cannot be opened if the top half is closed. The half doors must have flush (wooden or metal) internal surfaces. Any part of the door (inside or

out) which may be chewed must be protected by a correctly fitted integral metal strip or sheet;

d) have draw bolts on the top and bottom door or, where relevant kick fasteners, except for the full-grilled stables (see paragraph 8);

e) be provided with ring bolts (no other internal wall-mounted fittings are permitted unless authorised by the Inspector of Courses – any internal electric wires/fittings must be waterproof and must either be beyond a horse's reach or securely protected);

f) have internal surfaces that must be capable of being cleaned and disinfected as required by BHAGI 7.2;

g) have solid, impervious floors of hygienic non-slip material. All floors must be of concrete or other suitable material and must drain freely. The covering should be in accordance with the requirements of BHAGI 7.2. Some may be left uncovered where trainers wish to supply bedding themselves;

h) have walls that must be solid with smooth surfaces and an impervious finish. The junction of the walls and floor must be effectively sealed. Any protruding (wooden) surface that could be chewed must be protected by a correctly fitted integral metal strip or sheet;

i) have window surrounds that must be finished to the same specification as the interior walls. Windows must be effectively protected, with minimum rebates;

j) have effective physical separation between adjacent stables. For instance, where internal gaps between stables exist at roof height to maintain proper ventilation, these must be protected by an appropriate covering, such as wire mesh.

Full-Grilled Stables

8. There must be at least 2 stables per racecourse which have wire mesh grills capable of being fitted to the top half of the door. The grills should only be detachable when the door is open and the mesh should be no greater than 2 inches. Bolts must also be fitted inside the door to prevent the need for any hand holes in the grill. These 2 full-grilled stables should also be fitted on both the top and bottom doors with tell tale security hasps, for the use of padlocks which Trainers provide themselves. The specification for these stables must otherwise be as per paragraph 7 or paragraph 9, as applicable.

Stabling Criteria – (stables in the Official Racecourse Stables built since 1 January 2003)

9. In addition to the requirements in paragraph 7, all new stables in the Official Racecourse Stables built since 1 January 2003 must:

a) be a minimum of 120 sq ft (11.15 sq mtrs) with no side less than 10 ft long (3.05 mtrs). Where space is at a premium, the size of new stables may be varied at the discretion of the Racecourse Department;

- b) be at least 3 mtrs high at the eaves unless a lesser height, depending on circumstances (such as planning permission difficulties, for example), is agreed with the Racecourse Department;
- c) be well ventilated with ridge vents;
- d) have a roof overhang of at least 1 mtr. Where space is at a premium, the overhang dimensions may be varied at the discretion of the Racecourse Department;
- e) have rubber or concrete floors.

Depending on historical demand a proportion of such stables must be a minimum of 140 sq ft (12.96 sq mtrs) to cater for 'overnight' or larger horses. This is particularly relevant to Jump racecourses.

Any racecourse intending to construct stables built principally of wood must obtain the prior approval of the Racecourse Department.

Temporary Stabling

10. Temporary stabling must only be used for horses that are either not running on the day in question or have already run (see paragraph 6).

The Managing Executive must ensure that such temporary stables:

- a) are a minimum of 120 sq ft (11.15 sq mtrs) with no side less than 10 ft long (3.05 mtrs);
- b) are erected on a solid floor as agreed with the Inspector of Courses;
- c) have a non-flappable roof (if the roof is canvas, the canvas should be fastened in such a way that it does not flap in the wind);
- d) have no internal fittings;
- e) have draw bolts on the door;
- f) are in full compliance with the requirements of BHAGI 7.2.

When temporary stables are provided, the Managing Executive is also to ensure that:

- (i) Trainers are made aware that the temporary stables comply to a standard which is lower than that for the Official Racecourse Stables which has been agreed with the NTF;
- (ii) when the temporary stables are erected outside the Official Racecourse Stables, Trainers are made aware that the level of security for the temporary stables will not be as expected for the stables in the Official Racecourse Stables. Trainers should also be

reminded that the ultimate responsibility for the security of horses remains with the Trainer

- (iii) the siting of the temporary facilities has been agreed with the Inspector of Courses.

11. Barn Stabling will only be considered in certain circumstances, usually when there is insufficient space to build a conventional stable block. Barns should contain stables that meet the loose box specification. Ventilation must be specified before construction, and checked after construction, by a suitable expert, to be in line with the best industry standards for animal housing. Forced ventilation will probably be necessary.

Kit Lockers/Storage Rooms

12. The provision of kit lockers in individual stables within the Official Racecourse Stables is not permitted. However, kit lockers/storage rooms with lighting and locks must be provided within the area of the Official Racecourse Stables. The number of kit lockers/storage rooms required is a matter for Managing Executives and should be based on historical demand. It is likely that there will be less demand for kit lockers where overhangs have been provided (see paragraph 9).

Water

13. Hot and cold water outlets must be provided at convenient points in the Official Racecourse Stables with permanent notices indicating their positions. Dedicated wash down areas must be provided which are:

- a) appropriate to the racing surface (turf or AWT), timing of fixtures and minimum number of runners;
- b) equipped with hoses and shower heads on reels or overhead booms;
- c) provided with a well drained, non-slip floor;
- d) covered, if appropriate to a racecourse's fixture programme (for example, if holding a high percentage of Winter fixtures).

Illumination

14. General security lighting to illuminate the Official Racecourse Stables area as a whole is to be provided. Lighting is also to be available for each stable and in areas such as passageways. In addition, the full-grilled stables or those used overnight must be fitted with individual external switches. All other stables can be illuminated by means of a master switch situated in the Stable Security Office, or by existing internally fitted guarded switches.

Closed Circuit Television (CCTV)

15. All CCTV equipment within the Official Racecourse Stables must be a digital colour system. The system must digitally record images from each camera onto a digital storage box (DVR). These images must be kept for a minimum of 60 days, after which they may be automatically recorded over. Racecourses are required to keep secure the

digital recording system. Whilst the Managing Executive remains responsible for the maintenance of the system, the data stored within it is the property of the BHA and must not be accessed without the BHA's permission.

Maintenance of the CCTV equipment must be carried out in accordance with the original settings of the system (unless otherwise authorised by the Integrity & Regulatory Operations Department) and in writing annually (by the end of April) racecourses must provide the Integrity & Regulatory Operations Department the following:

- the name and contact details of the maintenance company;
- the date of the system's last service;
- confirmation that at the annual service the second and third level PIN numbers have been changed (the first level PIN number should remain blank). New PIN numbers must be forwarded to the Integrity & Regulatory Operations Department;

Note: PIN numbers should not be disclosed to anyone other than the Integrity & Regulatory Operations Department)

- total number of cameras (including the number of gate cameras, for the stabling area);
- DVR type for the stabling area;
- any other equipment used for monitoring purposes within the stabling areas;
- any changes to the current layout of the cameras since the last service.

Bedding

16. A bedding store with a notice indicating its location is to be available in the Official Racecourse Stables, in case additional fresh bedding is needed. A dung midden or trailers are to be provided. All soiled bedding, prior to final disposal, is to be suitably contained and not kept within the immediate proximity of stabled horses.

Toilets

17. Clean toilets are to be available for male and female staff. Where a canteen with toilet facilities is close to the Official Racecourse Stables, the canteen toilets may be sufficient. If the toilet facilities are outside the Official Racecourse Stables, permission is granted for the gate to be locked in order to enable EWIOs to leave the Stables to use the toilets during night duty.

First Aid

18. A First Aid kit, which satisfies current Health and Safety Regulations, is to be provided in the Stable Security Office with a 'First Aid Here' notice outside.

Documentation

19. The following documents are to be present in the Stable Security Office:
- a) the Stable Register;
 - b) the Stable Allocation Ledger;
 - c) the EWIO's Daily Report Form;
 - d) the list of Trainers whose horses are engaged at the meeting;
 - e) a list of horses to be brought to the meeting for purposes other than running in races, with the names of their Trainers;
 - f) written details of additional horses due to arrive.

The Stable Register is to be retained in a secure place as a record for six months.

Horse Box Park

20. A Horse Box Park with sufficient space for the normal number of horses running, and with a hard-core surface where necessary is to be available. The Horse Box Park is to have:

- a) an area assigned for the unloading of soiled straw;
- b) a loading ramp;
- c) a well-maintained access road suitable for heavy vehicles;
- d) adequate lighting.

21. Managing Executives must ensure that the Horse Box Park is properly controlled, so that any vehicles do not park in such a way that they compromise the proper use of the loading ramp or the safety of horses.

22. The size of the loading ramp, which may depend upon local circumstances, must be agreed with the Inspector of Courses. The surface of the ramp should be of a non-slip material. The Inspector of Courses should be contacted for advice as to the exact location of the loading ramp before it is installed. In addition, the loading ramp area must have adequate lighting.

23. Where the Horse Box Park is distant from the canteen or hostel, or if there are no toilet facilities in the canteen, toilets for male and female box drivers are to be provided within reasonable proximity of the Horse Box Park.

Night Watchman

24. Whenever a racecourse has been correctly notified and made arrangements for runners at a meeting to be stabled in the Official Racecourse Stables overnight and an EWIO is not on duty (see Note) the Managing Executive must provide night-watchman

cover. The Night Watchman is to remain on duty until such time as the Stable Manager or an EWIO arrives at the Official Racecourse Stables.

Note: Annually, after the following year's fixture list has been published, the BHA will provide racecourses with a list of fixtures and days upon which EWIO overnight cover will be provided.

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Circulation
Stipendiary Stewards
Inspectors of Courses
Veterinary Officers
Equine Welfare and
Integrity Officers
Racecourse Association

BHA GENERAL INSTRUCTIONS

BHAGI 7.2
Dtd 6 October 2014

To: Managing Executives
From: Chief Executive
Subject: RACECOURSE STABLES – HYGIENE, CLEANING AND USE

Scope

1. The following are **minimum** requirements, and all courses must maintain the highest possible standards to minimise the risk of the spread of disease.

General

2.

- a) No equipment other than a ring bolt is permitted in the stables.
- b) If any illness which could be infectious or contagious is discovered amongst horses in the racecourse stables, this must be reported to the Veterinary Officer on duty. If a horse with suspected ringworm occupies a stable it must be cleaned and disinfected in accordance with paragraph 6. The stable must not be occupied again until this has been agreed with a Veterinary Officer.

Hygiene

3. There are two levels of hygiene required for racecourse stables:

a) Level 1

Between occupancy all material (except clean bedding) such as soiled bedding, droppings, food, etc., must be removed and fresh bedding added as necessary. The area should then be thoroughly sprayed with chemical disinfection (see paragraph 6). Where racecourses race on two or more consecutive days, this cleaning must be carried out in such a way that horses remaining in the yard overnight are not adversely affected by noise, etc.

b) Level 2

Racecourse stables must be thoroughly cleaned, removing all bedding and steam cleaning or pressure hosing all surfaces, and chemically disinfected (see paragraph 6):

- (i) to an organised and correctly documented programme, available at any time to the Inspector of Courses or Veterinary Officer on duty, that will guarantee a maximum elapsed period (during which there is racing) of three months between each treatment of any stable (in exceptional circumstances, an alternative programme of cleaning and disinfection may be agreed with the Inspector of Courses in consultation with the Director of Equine Science and Welfare);

- (ii) when a stable has been occupied by a horse:
 - suffering from an infectious or contagious disease; or
 - given medication;

Note: Stables requiring Level 2 cleaning for either of these two reasons will be identified by a yellow sticker.

- (iii) when a stable has been occupied by a horse which has since returned a positive sample as notified to the racecourse by the BHA;
- (iv) when a stable has been occupied by a horse coming from abroad (including Ireland), any horse not in training, or travellers which have not run within the past four days or are not entered to run within the next four days;
- (v) after occupation by outside bodies, such as Sales, Pony Clubs, or Arab Racing.

Bedding, etc.

4. Bedding, droppings, hay and dust should be disposed of well away from the Racecourse Stables and in accordance with current government regulations. Manure pits must be emptied after each meeting and stagnant water eliminated.

5. Bedding **must** be high quality and must be neither dusty nor mouldy. A supply of additional bedding must be available.

Disinfection

6. The process of disinfection of racecourse stables must be supervised by a responsible and reliable person. The disinfectant used must be one approved by the Department for Environment, Food and Rural Affairs for England and Wales or the Scottish Executive for Scotland under the Diseases of Animals (Approved Disinfectants) (England) Order 2007 and subsequent Orders, at the recommended strength. The disinfectant should be used within any manufacturer's expiry date and according to manufacturer's instructions. It can be applied either by means of a pressure hose, sprayer or aerosol generator. Sprayers may be hand held or permanently fixed to the box and centrally controlled. Sprayed surfaces should be just wetted and should be properly dry before occupancy. If an aerosol generator is employed, all doors and windows must be closed and the generator left in each box for about two minutes.

7. A Certificate of Compliance (see Annex A), confirming that disinfection of racecourse stables has taken place as required above, must be signed by the Clerk of the Course or a nominated representative of the Managing Executive. Once signed, the Certificate is to be retained in a folder kept in the Stable Security Office for further inspection if necessary.

Use of Racecourse Stables

8. Once the process laid down in paragraph 3(b), is completed there must be an intervening period of at least four clear days (or until the stable is dry) before the meeting subsequently takes place or prior to occupation of a racecourse stable.
9. Once the racecourse stables have been prepared for a race meeting and until the end of the meeting, the only horses permitted to use the racecourse stables are:
 - a) horses in the care of, and trained by, Trainers holding licences or permits to train from the BHA or who are duly qualified Trainers in the countries in which the horses are trained. These horses must be due to run in races at the meeting, or brought to the meeting with permission for the purpose of schooling, exercising or obtaining a starting stalls certificate, or in transit between meetings;
 - b) horses running in Hunter Steeple Chases in the care of non-licensed or non-permitted Trainers (a suitable means of personal [photo] identification must be produced by the horse's attendant[s] and shown to the Stable Security Officer. Only three attendants per horse will be permitted entry into the stables and must sign the applicable form;
 - c) horses running in Arab Races (any Owner or Trainer running a horse in an Arab race must notify Arabian Racing Organisation [ARO] with the three names of the persons attending with the horse, no later than 48 hours before the start of the race). A suitable means of personal (photo) identification must be produced by the horse's attendant(s) and shown to the Stable Security Officer. Only three attendants per horse will be permitted entry in the stables and must sign the form;
 - d) in addition, permission may be given by a representative of the Managing Executive for horses, ponies or animals other than runners to use the racecourse stables provided that: runners are given priority, they are vaccinated in accordance with the Rules of Racing and the racecourse ensures adequate separation of runners under the Rules of Racing from other horses, ponies or other animals to ensure integrity and hygiene. In consultation with its Senior Veterinary Surgeon, the racecourse must ensure adequate biosecurity in all these circumstances, in line with agreed Industry Guidance. In the event of any queries, the Director of Equine Science and Welfare has responsibility for this issue. Stable Security Officers must be warned of the arrival of all categories of such animals. If the horse, pony or other animal is not accompanied by either the trainer or his attendant, who holds a valid Racehorse Attendants' Identity Card and Validity Pass, a suitable means of personal (photo) identification must be produced by the horse's attendant(s) and shown to the Stable Security Officer. Only three attendants per horse will be permitted entry in the stables and must sign the form.
10. Notification of equine events (under BHAGI 3.1) must be made to the Racecourse Department at least four weeks in advance of the event. After notification, the Directors of Equine Science and Welfare and Integrity Services and Licensing will stipulate, in each case, whether horses or ponies participating in these events are required to use and/or may enter the racecourse stables. Where the event is at a meeting run under the Rules of Racing, the Authority will require the racecourse to ensure adequate separation of runners under the Rules of Racing from other horses or ponies to ensure integrity and

hygiene. In consultation with its Senior Veterinary Surgeon, the racecourse must ensure adequate biosecurity in all these circumstances in line with agreed Industry Guidance. In the event of any queries, the Director of Equine Science and Welfare has responsibility for this issue. See also BHAGI 4.3 in relation to the disinfection of starting stalls after use in races for Arabian horses.

11. Priority overall should be given to the stabling of horses running under the Rules of Racing. If stabling has been stipulated under paragraph 10, but is not available for other horses and ponies, the Racing Department must be informed immediately.

12. If there is more than one Official Racecourse Stables the Stable Manager should, in the interests of manpower, economy and security, stable horses in one yard, until it is full.

13. A meeting for horses other than one under the Rules of Racing may be held within four days before a meeting under the Rules of Racing (see paragraph 8), provided the racecourse stables can be divided to provide adequate stables for all of the runners under the Rules of Racing. In addition, access to the stables used for the meeting which is not held under the Rules of Racing must be denied to all other horses and stable staff until four days after they have been cleared and the requirements of paragraph 3(b) are complied with.

Inspection of Racecourse Stables

14. The Racecourse Department monitors all adverse reports of racecourse stable hygiene resulting from inspections carried out by BHA Officials. Where there are three or more such reports for one racecourse, a formal letter may be written to the Managing Executive concerned reporting on the problem areas, with a copy sent to the RCA. As a final recourse, the Racecourse Department will refer cases, where appropriate, for consideration by the Disciplinary Department under Rule (F)15

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Certificate of Compliance

Circulation

Stipendiary Stewards
Inspectors of Courses
Veterinary Officers
Equine Welfare Integrity
Officers
Racecourse Association
Annex A

CERTIFICATE OF COMPLIANCE (BHAGI 7.2)

* Delete as applicable

I confirm that all previously occupied racecourse stables (including the Sampling Unit) have since been disinfected in accordance with the provisions of the relevant BHA General Instructions.

SIGNED: _____
(*Clerk of the Course/Nominated Representative)

TIME: _____

DATE: _____

BHA GENERAL INSTRUCTIONS

BHAGI 7.3
Dtd 1 Jun 2010

To: Managing Executives
From: Chief Executive
Subject: OCCUPATION OF RACECOURSE STABLING OTHER THAN IN THE OFFICIAL RACECOURSE STABLES

Scope

1. This Instruction applies:
 - **where horses are stabled in permanent premises (which are not the Official Racecourse Stables) within the boundaries of, or with direct access to, the racecourse.**

Note: This Instruction does not therefore apply to the occupation of racecourse stables under the provisions of BHAGI 7.2 or temporary stabling.

Requirements

2. Where paragraph 1 applies to such horses, the Managing Executive is to ensure that:
 - a) the rigid enforcement of the mandatory vaccination requirements against equine influenza takes place;
 - b) the accommodation for horses which are thoroughbreds is segregated from the Official Racecourse Stables as practicable, to the satisfaction of the Director of Equine Science and Welfare;
 - c) any suspected case of infectious or contagious disease is reported immediately to the Racecourse Veterinary Surgeon, who must also report such cases immediately to the Director of Equine Science and Welfare or, if he is unavailable, any other member of the Equine Science and Welfare Management Team or its administrators (all of whom may be contacted at all times by telephoning 020 7152 0090);
 - d) the accommodation for horses which are 'non-thoroughbreds' is isolated from thoroughbreds and is as far away from the Official Racecourse Stables as practicable, to the prior satisfaction of the Director of Equine Science and Welfare;
 - e) on the morning before, and on the morning of, a thoroughbred raceday the Racecourse Veterinary Surgeon satisfies himself that no 'non-thoroughbred' horses are showing obvious clinical signs of infectious disease. Any such horses showing such symptoms must be fully examined and (if necessary) removed, together with (where necessary) in-contact animals, to an isolation unit outside

the boundaries of the racecourse and which is approved beforehand by the Director of Equine Science and Welfare. The exercise, unloading, loading etc., of 'non-thoroughbred' horses is to be organised so that they do not come into contact with any thoroughbreds.

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BHA GENERAL INSTRUCTIONS

BHAGI 7.4
Dtd 1 Jun 2010

To: Managing Executives
From: Chief Executive
Subject: CANTEEN AND OVERNIGHT ACCOMMODATION

Canteen

1. A canteen is to be provided for the use of stable staff and horse box drivers with convenient access to the Official Racecourse Stables. A sign stating 'authorised personnel only' and notices showing who is eligible to use the facilities, the normal times of service, and the location of the nearest telephone point which can be used in the event of an emergency are to be displayed. A notice board displaying the name of the racecourse contact for stable staff and other relevant information must also be provided in the canteen.
2. The canteen should be open from four hours before the first race until a minimum of 45 minutes after the last race (including evening meetings). Further flexibility on opening hours must be provided where a racecourse stages a two or more day meeting or there are 'overnighters'.
3. The size of the canteen must be adequate for peak usage, with standards of hygiene, cooking, washing and ventilation facilities that meet current applicable legislation. There must be sufficient number of staff to ensure prompt service.
4. Hot and cold meals (the availability to depend on the time of the year) of adequate variety and quality must be provided and prices must be displayed. There should be a selection of non-alcoholic drinks.

Overnight Accommodation

5. A hostel should be provided, (unless alternative suitable overnight accommodation is available locally) and should, where possible, be adjacent to the stable complex. The accommodation must be warm and comfortable and all facilities must be cleaned before and after each raceday. Rooms must be allocated by the racecourse to enable maximum privacy for the occupants. Where alternative overnight accommodation (for example, Bed and Breakfast) is provided off licensed racecourse premises with no parking provision for horseboxes, the Managing Executive should provide transport to and from the Official Racecourse Stables at appropriate times to enable stable staff to monitor the wellbeing of their horses.
6. All entrances and passageways should be illuminated during the hours of darkness and all fire protection must meet current applicable legislation.
7. When provided on a racecourse, the hostel must have the following:
 - a) a person with direct responsibilities for the hostel and canteen;
 - b) segregated, secure accommodation for male and female horse attendants with locks (preferably Yale locks) fitted to the doors;

- c) dry storage area for bed linen and pillows;
- d) freshly aired bed linen for each occupant (duvets preferred);
- e) lockers with keys (or the ability to fix padlocks) provided by the racecourse;
- f) secure single or twin bedrooms and/or dormitories fitted with power points, mirrors, coat pegs, waste containers;

Note: Dormitory facilities will not be acceptable for any re-builds of hostels.

- g) sufficient number of beds to meet normal requirements with additional alternative arrangements available if required;
- h) toilet and washing facilities with showers and/or baths and razor points (hot and cold water to be available at all times).

8. Security arrangements within the hostel must be such that there is no direct access to the Official Racecourse Stables without passing through the main entrance to the yard.

Day Facilities

9. Should the overnight hostel facilities at a racecourse not be available for stable staff to change during the daytime, alternative day facilities (showers, lockers etc., for example) must be provided within racecourse premises.

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BHA GENERAL INSTRUCTIONS

BHAGI 7.5
Dtd 1 Jun 2010

To: Managing Executives
From: Chief Executive
Subject: OFFICIAL RACECOURSE STABLING CAPACITY

Introduction

1. Unless exemption has been granted by the BHA, a Managing Executive must notify the Racecourse Department of the Official Racecourse Stabling Capacity figure in the Official Racecourse Stables referred to in BHAGI 7.1, paragraph 1 (see also definition of 'Stabling Capacity' in the Racing Administration Manual [F]).

Increase/reduction of Official Racecourse Stabling Capacity – normal procedure

2. No change can be made to the Official Racecourse Stabling Capacity figure of the Official Racecourse Stables unless the Racecourse Department has approved the change and unless it can be made public before the declaration stage under Rule (F)89 for the fixture concerned.

3. All requests for a change to the Stabling Capacity figure must be accompanied by an explanation for the request and, if the change is temporary, an indication that the change is temporary and of the timescale during which the revised figure shall apply. Approval for a change to the Stabling Capacity figure will only be granted on the basis of structural or veterinary issues arising in the Official Racecourse Stables. Managing Executives are responsible for ensuring that any temporary Stabling Capacity figure which has been approved reverts to its normal figure as soon as possible, and that the Racecourse Department is informed in accordance with paragraph 2. If a change to the Stabling Capacity figure is found to be unnecessary, the reversion to the normal Stabling Capacity is to be confirmed with the Racecourse Department before the declaration stage under Rule (F)89.

Increase/reduction of Official Racecourse Stabling Capacity – exceptional circumstances

4. In the event that a change has to be made to the Official Racecourse Stabling Capacity figure and it is not possible to contact the Racecourse Department or Senior Inspector of Courses (for example, on weekends or Bank Holidays), the Racing Calendar Office must be informed directly (01933 440011 – Entry Operations Manager). However, under no circumstances can a change be made to the Stabling Capacity figure after the time for declaration, under Rule (F)89, and in no other circumstances should the Racing Calendar Office be contacted directly concerning alteration of the Official Racecourse Stabling Capacity. In all such cases, it must be ensured that the Racecourse Department is subsequently notified of the change.

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