

# Officials

## How to access and choose between IPMC and EVMP for Group B Officials

You are a FEI Official?

You need to select and submit your Maintenance option(s) for your Group B assessment(s) in 2021?

**Step 1:** Connect to the FEI Database (<https://data.fei.org>) using your FEI ID and password.



**Step 2:** Once logged in, go to your personal page by clicking on **My Account** in the top right corner of the screen.



**Step 3:** Scroll down to the specific **Maintenance** section, where you will be able to choose your option(s).

**Maintenance**

Assessment(s)	Group	Maintenance Status	IPMC/EVMP Choice	Modified	Modified By
2021 Jumping - CD	B	enrolled	<button>Confirm IPMC</button> <button>Choose EVMP</button>		
2021 Endurance - Judges	A	passed			
2021 Endurance - TD	A	passed			

IPMC: In Person Maintenance Course With Assessment    EVMP: Emergency Virtual Maintenance Programme

**How to select your Group B assessment(s) option:**

For each of the Group B assessment you need to complete in 2021, please select the option you want - In-person Maintenance Course with assessment (Option 1 - **IPMC**) or Emergency Virtual Maintenance Programme (Option 2 - **EVMP**) - by clicking on the corresponding button in the "IPMC/EVMP CHOICE" Column.

Kindly note that:

- You must submit your choice before 1 June 2021.
- If you do not submit your choice, your Group B assessment(s) will be by default in: In-person Maintenance Course with assessment (Option 1 - IPMC).
- Once your choice(s) is submitted, you cannot change it.

For detailed information about the two (2) options available for Group B Officials' maintenance please read the "Getting Started" section here: <https://inside.fei.org/fei/your-role/officials/ces>, or check your email inbox where you received an information email on 4 May 2021.

Please note: you will have to make a choice for each of your Group B assessments

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**Step 4:** Read the instructions "How to select your Group B assessment(s) option" carefully.

**Step 5:** Once you have read the information, please select one of the two options by clicking on the relevant button:

- Confirm IPMC
- Choose EVMP

Maintenance					
Assessment(s)	Group	Maintenance Status	IPMC/EVMP Choice		Modified
2021 Jumping - CD	B	enrolled	Confirm IPMC	Choose EVMP	Modified By

**Step 6:** A pop-up window will open - please read the text carefully.

You must confirm your choice by clicking **OK**, or go back to edit your choice by clicking **Cancel**:

Please confirm and submit your choice by clicking on OK, or go back to editing it by clicking on CANCEL. Once you have submitted your choice you cannot modify it. Selecting the EVMP (Option 2) means that: a) you have to attend an Online Seminar and pass your CES Online Assessment to complete the Emergency Virtual Maintenance Programme; b) your function will be on hold until you take and pass the CES Online Assessment.



**Step 7:** Your choice has been made - once confirmed your choice cannot be changed and will be indicated on your FEI profile as shown below:

Maintenance					
Assessment(s)	Group	Maintenance Status	IPMC/EVMP Choice	Modified	Modified By
2021 Dressage - Stewards	B	enrolled	EVMP	27/04/2021	10052071

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**Step 8:** Please repeat the above process for any other Group B assessments that are listed on your profile.

**Please note:** You have until **1 June 2021** to submit your choice(s).

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Should you encounter any issue or have questions, please contact the relevant FEI Department listed below:

- Jumping Administrator: [Jasmine Behnam](#)
- Dressage Administrator: [Anna Milne](#)
- Para Dressage Administrator: [Georgina Rowse](#)
- Eventing Administrator: [Sandra Lecoultre](#)
- Driving & Para Administrator: [Aude Barby](#)
- Endurance Administrator: [Georgina Rowse](#)
- Vaulting Administrator: [Georgina Rowse](#)
- Reining Administrator: [Anna Milne](#)
- Veterinary Administrator: [Anne Saez](#)

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Author:

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