



**UNITED STATES EQUESTRIAN FEDERATION, INC.
ATHLETE SELECTION PROCEDURES**

(ATTACHMENT A)

**2023 FEI DRIVING WORLD CHAMPIONSHIPS FOR PONIES [SINGLE, PAIR, FOUR-IN-HAND]
AUGUST 30 – SEPTEMBER 3, 2023
OIRSCHOT, NETHERLANDS**

1. SELECTION SYSTEM

1.1. Minimum eligibility requirements for an athlete to be considered for selection:

Nationality/Passport Requirements: The athlete must be a U.S. citizen and in compliance with FEI General Regulations (24rd Edition, Article 119) at the time of application, selection, and until the conclusion of the 2023 FEI Driving World Championship for Ponies (“the Event”).

Athlete must hold a valid U.S. passport that will not expire for six months after the conclusion of the Event.

1.2. Minimum Fédération Equestre Internationale (“FEI”) standards for participation:

- 1.2.1.** All athletes must meet the **FEI Criteria** for the Event within the qualifying period, therefore earning an FEI Certificate of Capability from the National Federation before the closing date of FEI Nominated Entries for the Event (FEI Driving Rules, Article 914). FEI Criteria can be found at <https://inside.fei.org/fei/disc/driving/main-events>.
- 1.2.2.** The athlete must be at least fourteen (14) years of age, with age being determined by a birthdate within the same calendar year as the Event (FEI Driving Rules, Article 912).
- 1.2.3.** Ponies must be at least six (6) years of age from the beginning of the same calendar year as the Event (FEI Driving Rules, Article 929) and possess a current passport until the conclusion of the Event.
- 1.2.4.** The athlete and ponies must both be registered and in good standing with the FEI at the time of the application, selection, and until the conclusion of the Event.
- 1.2.5.** The athlete and ponies must comply with FEI Rules for the Event.

1.3. Other Requirements:

- 1.3.1.** The athlete must be a United States Equestrian Federation (USEF) active Competing member in good standing from the time of selection through the conclusion of the Event.
- 1.3.2.** Athlete’s ponies must be recorded with USEF pursuant to USEF General Rule 1102 and in good standing at time of selection until the conclusion of the Event. Owners of USEF recorded ponies must be in good standing under USEF rules at the time of application until the conclusion of the Event. For ponies that have not competed in the U.S. during the selection period and that have owners who are not U.S. Citizens, a USEF horse recording is not required.
- 1.3.3.** Owners of applicant ponies must execute the USEF Horse Participation Agreement (Attachment B) by the stated deadline.

- 1.3.4.** Athletes must successfully complete the USEF Application by the stated deadline.
- 1.3.5.** Any athlete age 18 or older will be required to undergo a background screen in accordance with the current USEF Background Check Policy.
- 1.3.6.** Any athlete age 18 or older as of the conclusion of the Event will be required to remain current with the U.S. Center for SafeSport’s education and training requirements in accordance with the USEF Safe Sport Policy.
- 1.3.7. Application:** Athlete/pony combinations wishing to be considered for the Event must submit an online Application via the “My USEF” portal with the appropriate fee. Athletes may submit any number of ponies on their application as reserve ponies, but athlete/pony combinations are considered separately for selection (see 1.4-1.5). Applications submitted on or before **March 1, 2023 at 11:59 pm EST** will be charged **seventy dollars (\$70.00) per application**. Late applications will be accepted with a **three hundred dollars (\$300.00) application fee**, up until **June 15, 2023 at 11:59 pm EST**. **No applications will be accepted after June 15, 2023 at 11:59 pm EST.**
- 1.3.8. Horse Participation Agreement:** Owners of ponies named to the FEI Nominated Entry must agree to and sign the USEF Horse Participation Agreement form. Failure to complete the Horse Participation Agreement may result in the removal of the athlete/ponies from the FEI Nominated Entry. By signing the Horse Participation Agreement, the owner certifies that they have received, read, and assumes responsibility for meeting all requirements of the Selection Procedures for this Event and have reviewed and agree to be bound by the documents listed in Section 1.3.9.
- 1.3.9.** The athlete shall certify by electronically signing the application that they have received, read, and assumes responsibility for meeting all requirements of the Selection Procedures for this Event and have reviewed and agree to be bound by the following documents:
- **Selection Procedures for the Team (attachment A)**
 - **USEF Athlete Agreement (attachment B)**
 - **USEF Horse Participation Agreement (attachment C)**
 - **USEF Code of Conduct (attachment D)**
 - **USEF Release Waiver & Assumption of Risk form (attachment E)**
 - **USEF Safe Sport Policy (attachment F)**

1.4. Selection Trials:

- 1.4.1.** Event names, dates and locations of all trials, competitions, and camps to be used as part of the selection process:
- 1.4.1.1.** Athlete/Pony Combinations that wish to apply for the Event with a **single pony** will be required to complete (without elimination, disqualification, or retirement) **at least two (2) Selection Trials in the single pony class** during the **selection period** for the Event, from **September 1, 2022 to July 17, 2023** (or the FEI Nominated entry date, whichever comes first).

1.4.1.2. Athletes that wish to apply for the Event with a **pony pair** or **pony four-in-hand** will be required to complete (without elimination, disqualification, or retirement) **at least two (2) Selection Trials in the applicable class** during the **selection period** for the Event, from **September 1, 2022 to July 17, 2023** (or the FEI Nominated entry date, whichever comes first).

1.4.2. Selection Trials include the applicable **CAI 3*** & above pony classes (P1, P2, P4) or applicable **USEF Licensed Combined Driving Open Advanced pony classes** (single, pair, four-in-hand).

The confirmed list of USEF licensed Combined Driving Events can be found on the USEF's website www.usef.org. The confirmed list of CAI competitions can be found at www.fei.org. (NOTE: Novice Advanced classes, CAI 2*s, USEF Lite events, or Short Format Driving Events are NOT considered selection trials.)

The USEF Selection Committee ("Selectors") will give primary consideration to selection trials with comparable courses, number and quality of entries, and Ground Juries to the Event.

Please be reminded that if an athlete plans to compete in any European CAI competitions, they must adhere to the USEF Criteria to compete in Foreign Competitions. Information and applications can be found on www.usef.org.

1.4.3. Athletes that wish to be selected for the Event must also qualify per the FEI Criteria for the Event, which will be published at <https://inside.fei.org/fei/disc/driving/main-events>.

1.5. Step-by-step description of the selection process for this Event (including maximum Team size):

By **July 19, 2023** (or the FEI Nominated entry date, whichever comes first), the Selectors will recommend the team selection of up to two (2) qualified athlete/pony combinations per class (single, pair, four-in-hand)("Team"), and/or up to the maximum number of athletes and ponies, including alternate athletes ("Individuals") permitted by FEI Rules (Article 923), based on the factors outlined below ("Team").

Athletes selected for the pony pair or pony four-in-hand classes will be named with a combination of selected ponies (three for pair; five for four-in-hand) and additional ponies named on the application that can be used as automatic substitutions, if applicable.

1.5.1. Nominated Entry Selection Criteria: Selectors will base their evaluations of the athletes named to the FEI Nominated Entries on the following factors:

- 1.5.1.1.** Evaluations by an FEI Veterinarian regarding ponies' current fitness, soundness & ability to compete (see section 2.3.1).
- 1.5.1.2.** The athlete's and/or ponies' competitive results within the selection period defined above in 1.4
- 1.5.1.3.** The performance and results at Selection Trials, in no particular order: scores in the Dressage, penalties obtained in Marathon, accuracy and speed in the Cones.

- 1.5.1.4. Previous international experience (over a six-year period), regarding the athlete's and/or ponies' ability to perform consistently under pressure. Greater emphasis will be placed on results gained at World Championship and CAIO level.
- 1.5.1.5. Prospect that the combination will contribute to a winning Team score for their expertise in a particular phase, if applicable. For example, if a combination consistently attains superior scores in a particular competition phase, they may be selected to help achieve a winning Team score, *regardless of any individual ranking*.
- 1.5.1.6. Behavior of athlete and people associated with the athlete (including, but not limited to, owners, coaches and grooms) that may have an impact on creating a positive team environment.
- 1.5.1.7. Willingness of athlete to be transparent with USEF Team Veterinarian(s), Chef d'Equipe & Staff.

Selectors will give primary consideration to CAI 3* competitions & above with comparable courses, number and quality of entries, and Ground Juries to the Event.

- 1.5.2. **Individuals** will be ranked as alternates to the Team, in case of necessary substitution (see Sections 3 & 4). The USEF Driving Sport Committee ("DSC") will review the Selectors' recommendation prior to sending on to the Board of Directors, Executive Committee, or an Ad Hoc of the Board of Directors ("BOD or Ad Hoc") for approval.

If not selecting for a Team, individual athletes will be selected or ranked based on a comparison of their final results, regardless of expertise in a particular phase.

- 1.5.3. **Definite Entry Selection Criteria:** The FEI Definite Entries will include the athletes and ponies selected to the Team and the ranked Individuals as approved and submitted for the FEI Nominated Entries based on the factors outlined in 1.5.1, up to the maximum number of athletes and ponies permitted by the FEI Rules (Article 923) for Definite Entries. The only exceptions will be for reasons outlined in Sections 3 & 4.

2. DISCRETIONARY SELECTION:

- 2.1. Rationale for utilizing discretionary selection: The use of discretionary selection is to field the best Team and Individuals possible in the Event.
- 2.2. Define the discretionary criteria to be used (if any): For discretionary selection used please see the following section(s):
 - 2.2.1. Section 1.5.1 Nominated Entry Selection Criteria
- 2.3. Other Considerations:
 - 2.3.1. **Soundness:** At the athlete's expense, an FEI treating veterinarian must examine any pony(ies) that are candidates for selection (team or individual) for soundness **before the end of the selection period, which ends July 17, 2023**. The Selectors will **require written Veterinary exam reports** prior to their naming the team.
 - 2.3.2. Name of the committee that will be responsible for making discretionary selections, along with a complete list of the members' titles:
 - 2.3.2.1. The USEF Driving Sport Committee

2.3.2.2. Team Veterinarian

2.3.2.3. Physician approved by the USEF CEO

2.3.2.4. The USEF Board of Directors, Executive Committee, or an Ad Hoc Selection Group approved by the Board of Directors.

(See www.usef.org for list of USEF Committees, their roles, and list of members).

2.3.2.5. Selectors: **Five (5) individuals (the “Selectors”)** will be appointed by the CEO upon the recommendation of the DSC. The Selectors are subject to the USEF Code of Conduct, USEF Code of Ethics and Conflict of Interest policies, and USEF Safe Sport Policy. The Selectors are members of the Driving community who are knowledgeable and experienced in Driving at the International level and are senior active members in good standing at USEF, but who are not applicants for the Event.

In making their decision, the Selectors may consult with the Chef d’Equipe, the Team Veterinarian and/or the appointed Team Coach, if applicable.

A minimum of one Substitute Selector can also be named. A Substitute Selector will take the place of a Selector who has a conflict of interest or a substantial appearance of a conflict of interest.

2.3.3. Process that will be used to identify and handle any potential conflicts of interest involving a member of the committee(s) listed above:

All members of the selection committee must comply with the USEF conflict of interest policy, to include completing and submitting a disclosure form for review by the USEF Legal Department and USEF Audit Committee prior to convening the committee.

Any member of the selection committee who has an actual, possible, or perceived conflict of interest must disclose it to the USEF Legal Department and USEF Audit Committee prior to the start of the selection process and/or recuse oneself from the review process and/or voting. A conflict of interest exists when a personal, family, financial, professional, club, team or business interest of the committee member poses a direct or indirect relationship, connection, or affiliation, past or present, with an Athlete or Pony in contention for the applicable team selection that could compromise the committee member’s ability to participate in the selection process in an unbiased manner. If a conflict exists, the USEF Legal Department and Audit Committee shall review the conflict and determine the committee member’s level of involvement (e.g., whether that committee member must recuse oneself from participating in discussions and/or voting). For example, if it is determined that a committee member must recuse oneself from voting, the Audit Committee may still determine that a committee member who has relevant and necessary information with respect to athlete performance, for example a team coach or high performance director, may, if requested by the selection committee, provide such information to the committee so long as such information is provided in a fair and unbiased manner and so long as the committee member with the conflict of interest does not

participate in the deliberation or vote toward the final decision. The committee member must not otherwise influence other members of the committee in the selection process.

Additionally, any person (including any potentially impacted Athlete, owner, or coach of a potentially impacted Athlete or Pony) with a good faith belief that a committee member has a conflict of interest may report the alleged conflict of interest to USEF General Counsel and/or Audit Committee. Reports may be made anonymously. No committee member shall retaliate in any way against a person who, in good faith, reports an alleged conflict of interest.

Any recused individual shall be replaced in accordance with the USEF selection committee appointment process.

3. REMOVAL OF ATHLETES

3.1. Prior to entry by name to the FEI, the USEF has jurisdiction over potential nominees.

An Athlete or Pony that is nominated to the Team and/or as an Individual by USEF may be removed for any of the following reasons, as determined by USEF:

- 3.1.1. Voluntary withdrawal:** An athlete must submit a written letter to the USEF CEO (cc: Director of Driving).
- 3.1.2. Injury or illness** as certified by a physician (or medical staff) approved by USEF. If an athlete refuses verification of their illness or injury by a USEF approved physician (or medical staff), their injury will be assumed to be disabling and they may be removed.
- 3.1.3. Violation of the USEF's Code of Conduct.**
- 3.1.4. Violation of the U.S. Center for SafeSport Code or USEF Safe Sport Policy.**
- 3.1.5. Failure of the pony owner(s) to timely sign the Horse Participation Agreement.**
- 3.1.6. Injury or illness of the pony(ies) as determined by the Team Veterinarian.** If an athlete and/or pony owner(s) refuse to have the pony examined by the Team Veterinarian, the injury or illness will be assumed to be disabling and the ponies may be removed.
- 3.1.7. Detection of a Prohibited Substance in a selected Pony (see below).**
- 3.1.8. Failure to adhere to all World Anti-Doping Agency ("WADA"), FEI, USEF, and/or U.S. Anti-Doping Agency ("USADA") anti-doping protocols, policies and procedures regarding athletes and ponies, including participation in the out-of-competition.**
- 3.1.9. Non-compliance with the eligibility requirements listed in Section 1 of these selection procedures.**
- 3.1.10. Exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event, but only with the recommendation of the Chef d'Equipe and with the unanimous approval of USEF Driving Sport Committee, and final approval from the CEO in consultation with the General Counsel.**
- 3.1.11. Failure to comply with a request of the Team Veterinarian**
- 3.1.12. Any other reason expressly written herein these Procedures.**

An athlete who is removed from the Team and/or as an Individual pursuant to this provision has the right to a hearing per the USEF's Bylaws, Part VII, and the USOPC Bylaws Section 9.

- 3.2.** An athlete may be removed as a nominee to the Team and/or as an Individual for an adjudicated violation of WADA, IF, USADA, and/or USOPC anti-doping protocol, policies, and procedures, as well as the U.S. Center for SafeSport Code, and USEF Safe Sport Policy, as applicable.

4. REPLACEMENT OF ATHLETES & PONIES

- 4.1.** Describe the selection and approval process for determining replacement Athlete(s) & Pony(ies) should a vacancy occur:

4.1.1. Substitution/Replacement athletes and ponies will be selected, should a vacancy occur, according to the following method after approval of the Team and Individual(s), if any, by the Board of Directors, if an athlete's selected pony had to be substituted and the athlete has any approved automatic substitution ponies, the pony will be replaced by an automatic substitution pony before any alternates are considered. Team members will be replaced with qualified alternates in ranked order for reasons set forth in this section. Replacements may only be made in accordance with the FEI Regulations for Driving Events and/or for reasons set forth in this section. Any substitution for veterinary reasons other than voluntary withdrawal must have the approval of the Team Veterinarian. Any substitution for medical reasons other than voluntary withdrawal must be documented by a physician(s) approved by the USEF.

4.1.2. Prior to acceptance of the FEI Definite Entry: After approval of the Team and Individual(s), if any, by the Board of Directors, any athletes needing to be substituted will be replaced by the next ranked alternate and all other ranked alternates sequentially move up in the ranking. Any substitutions require immediate notification to the USEF CEO.

4.1.3. After acceptance of the FEI Definite Entry and up to two (2) hours prior to the Horse Inspection (or earlier date if determined): The USEF Team Leader, Chef d'Equipe, and Team Veterinarian will manage any athletes needing to be substituted by replacing them with the next ranked alternate, then all other ranked alternates sequentially move up in the ranking. Any substitutions require immediate notification to the USEF CEO.

5. SUPPORTING DOCUMENTS

The USEF will retain all approved Selection procedures and all supporting documents, including evaluation forms and data from the selection process for six months past the date of the Closing Ceremonies of the Event.

6. REQUIRED DOCUMENTS

The following documents are required to be properly executed by athletes and pony owners as a condition of nomination for the Event, included as attachments:

- **Application**

- **Horse Participation Agreement**
- **USEF Code of Conduct**
- **USEF Release, Assumption of Risk, Waiver & Indemnification**

Athletes and pony owner(s) will be required to certify that they have received and read a copy of the USEF Code of Conduct and Safe Sport Policy that they understand those documents.

7. PUBLICITY/DISTRIBUTION OF PROCEDURES

The USEF approved Selection Procedures (complete & unaltered) will be posted/published by the USEF in the following public location(s):

- **USEF website:** www.usef.org/compete/disciplines/combined-driving
These procedures will be posted as soon as possible, but not more than five business days following notice of approval by USEF.
- **Other:** These procedures will also be available by mail or email upon request.

8. DATE OF NOMINATION

The FEI Nominated Entries will be submitted to the FEI no later than **Date TBD** by the FEI.

9. ANTI-DOPING REQUIREMENTS

A. **Human Anti-Doping:** Athletes must adhere to all WADA, FEI, and USADA anti-doping protocols, policies, and procedures, as applicable. This includes participation in Out-of-Competition Testing as required by the WADA, FEI, and USADA rules, as applicable.

B. **Equine Anti-Doping:** All Ponies are subject to drug testing both in competition and out of competition.

1. **In-Competition.** All Ponies entered to compete in any FEI or USEF Event are subject to drug testing at any time from when the Event begins until the Event ends or beginning when the Pony arrives for the Event until the Event ends, whichever beginning occurs first. Blood and/or urine samples may be collected and tested for substances prohibited or forbidden under the subject Event rules. National Events may invoke GR409 whereby samples will be tested for FEI prohibited substances, including metabolites and markers.

- Positive Finding.** At any time during the observation and selection period that the presence of a prohibited or forbidden substance, or a metabolite or marker, is detected in the sample collected in-Event, the results, including the level detected for controlled medications, will be reported to the USEF Chief Executive Officer and General Counsel.
- They will notify the Director of Sport Programs or the Discipline Director for dissemination of information as appropriate. In such instances, the positive finding may result in the elimination of the Pony and/or Athlete from the Selection Process.

- c. Before elimination occurs, the Owner and Athlete will be afforded a hearing by a panel (“Selection Hearing Panel”) comprised of at least one disinterested member of the applicable discipline Sport Committee along with at least two disinterested members of the Hearing Committee, one of which must be an Athlete Representative.
 - d. The Chairman of the USEF Veterinary Committee, or his designee, may serve Ex Officio and a member of the Veterinary Panel selected for the Championship may serve Ex Officio.
- 2. Out-of-Competition. Blood and/or urine samples may be collected out-of-competition at any time throughout the selection period, which is defined as commencing on the start date of the USEF Qualifying Period following notification to the Athlete at least 24 hours prior to collection of samples. Samples collected from Ponies out-of-competition will be tested for the presence of substances prohibited by the FEI, including metabolites and markers. Failure to make the Pony available for collection of samples may result in the elimination of the Pony and/or Athlete from the Selection Process. Before elimination occurs, the Owner and Athlete will be afforded a hearing by the Selection Hearing Panel.
 - a. Positive Finding. At any time during the selection period that the presence of a prohibited or forbidden substance, or a metabolite marker, in the sample, the results, including the level detected for controlled medications, will be reported to the USEF Chief Executive Officer and General Counsel, who will notify the Director of Sport Programs or the Discipline Director for dissemination of information as appropriate.
 - b. In such instances, the positive finding may result in the elimination of the Pony and/or Athlete from the Selection Process unless the Veterinary Panel appointed for the Selection of the Event certifies that the substance detected has been approved or is legitimate and appropriate under the circumstances. Before elimination occurs, the Owner and Athlete will be afforded a hearing by the Selection Hearing Panel.
- 3. These provisions do not abrogate the enforcement of applicable Equine anti-doping rules at Federation licensed Events, including Events where GR409 is invoked whereby samples will be tested for FEI prohibited substances, including metabolites and markers.
- 4. USEF GR409.2 Equine Drugs and Medications, Prohibited Substance Provisions: No Pony and/or pony competing in a Breed or Discipline designated as (or part of) a No Prohibited Substance Group is to be shown in any class at an Event licensed by the Federation if it has been administered in any manner or otherwise contained in its tissues, body fluids or excreta a prohibited substance as defined in the FEI Horse Anti-Doping and Controlled Medication Regulations, which can be found at www.fei.org.

10. DEVELOPMENT OF SELECTION PROCEDURES

The following Committee was responsible for creating these Selection Procedures:

USEF Driving Sport Committee and approval of the USEF Board of Directors or an Ad Hoc of the Board. See www.usef.org for the list of USEF committees, their roles, and list of members.

11. USEF BYLAWS AND GRIEVANCE PROCEDURES

Athletes wishing to file a grievance challenging a denial or threatened denial to participate in competition, please see the Athlete's Guide to Filing a Grievance Regarding Opportunity to Participate and Grievance Form. For procedural guidance for filing a grievance, please contact Emily Pratt at epratt@usef.org.

12. NON-DISCRIMINATION POLICY

USEF does not discriminate on the basis of race, color, religion (creed), sex, gender identity, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. Everyone involved in the development of selection procedures and selection process must abide by the Non-Discrimination Policy.

13. FUNDING DISCLAIMER

Selection to the team and/or as an individual does not guarantee that funds will be available for the expenses related to the Event.

14. INTERNATIONAL DISCLAIMER

These procedures are based on FEI Rules and Regulations as presently known and understood. Any change in the selection procedures caused by a change in the FEI Rules and Regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest circumstances, and realistically may not have accounted for every possible contingency.

If any force of nature, or force majeure, should cause the alteration or cancelation of any of the selection events listed in this document, these selection procedures will be revised, pursuant to their resubmission to the FEI.

15. ATHLETE OMBUDS OFFICE

The Athlete Ombuds Office provides cost-free, independent and confidential advice regarding Athlete rights, grievance procedures and any other related guidance pertaining to selection procedures and can assist in mediating disputes between Athletes and USEF.

To contact the Athlete Ombuds Office:


PHONE: (719) 866-5000

EMAIL: ombudsman@usathlete.org

WEBSITE: www.usathlete.org.

16. USEF SIGNATURES

I certify that I have read and understand the standards/criteria set by the FEI and incorporated those standards/criteria into our Selection Procedures. I further certify that the information provided herein regarding Athlete Selection Procedures represents the method approved by USEF.

Position	Print Name	Signature	Date
USEF CEO	William Moroney		12/08/2022

Any questions regarding these Selection Procedures should be addressed to the USEF Director of Driving, Anna Brooks Thomas: United States Equestrian Federation, 4001 Wing Commander Way, Lexington, KY 40511, abthomas@usef.org or 859-225-2033.

Reviewed and approved by the USEF Driving Sport Committee on: September 1, 2022

DEFINITIONS:

USEF Driving Sport Committee (“DSC”)—a quorum of the current USEF Driving Sport Committee members, which is published on www.usef.org

USEF Selection Committee (“Selectors”)—Selectors nominated by the DSC for the current Championship year, which is published on www.usef.org

Ad Hoc Selection Group approved by the Board of Directors (“BOD or Ad Hoc”)—at least 3 members of the USEF Board of Directors, which is published on www.usef.org

Driving Athlete Representative—An Athlete will be considered a Driving Athlete according to the USEF Bylaws, Part IV, Bylaw 401.

International Experience—A competitive record over the past 2-6 years that indicates the Athlete/pony combination(s) have successfully met the challenges of FEI international events & perform under pressure.

Alternate Athlete—Replacing an athlete/pony combination either after the Team Selection or after the FEI Definite Entries have been submitted.

USEF Team Leader—USEF Director of Driving, or other appointed USEF Staff member.