

UNITED STATES EQUESTRIAN, INC.
SELECTION PROCEDURES
2018 FEI WORLD PARA-EQUESTRIAN DRIVING CHAMPIONSHIPS
Kronenberg, NED
August 28 – September 2, 2018

I. SELECTION SYSTEM

A. Minimum eligibility requirements for an athlete to be considered for nomination to the Team:

- 1. Citizenship:** The athlete must be a U.S. citizen and in compliance with FEI General Regulations, [23rd Edition], Article 119, see www.fei.org, at the time of application, selection, and until the conclusion of the 2018 FEI World Para-Equestrian Driving Championships for Singles (“the Event”). Athletes must hold a valid U.S. Passport.
- 2. Minimum International Federation (IF) standards for participation:**
 - a. The athlete must meet the requirements of FEI Para-Equestrian (PE) Carriage Driving (CD) Grades I or II as determined by a licensed FEI Classifier. Athletes must be listed on the FEI Classification Master List as Confirmed sport class status or a Review sport class status with a review date after 30 June 2019 in order to compete at the Event. The FEI Rules may be found at <http://www.fei.org/fei/regulations/driving>.
 - b. 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 in accordance with the FEI Driving Rules, [11th Edition Incl. Para-Equestrian Driving Rules Effective 1 January 2014, Updates effective 1 January 2018], Article 912.1 and 912.6.3. The groom must be over 18 years old. The NF must ensure that the groom has knowledge in Driving.
 - c. Horses must be at least six (6) years of age (the age being counted from January 1 of the year of birth) in accordance with the FEI Driving Rules, [11th Edition Incl. Para-Equestrian Driving Rules Effective 1 January 2018], Article 929.
 - d. The athlete and horse(s) must be registered with the FEI at the time of the application, selection, and until the conclusion of the Event.
 - e. The athlete and horse must comply with FEI Rules for the Event.
- 3. Other Requirements:**
 - a. The athlete must be an Active member of the United States Equestrian Federation (USEF) in good standing at the time of application, selection, and until the conclusion of the Event.
 - b. The horse must be recorded with USEF pursuant to USEF GR1102. (Exception: Horses or ponies leased or borrowed in Europe).
 - c. Application - Athletes wishing to be considered for the Event must complete an online application (Attachment A) with the appropriate application fee at www.usef.org. Applications submitted on or before April 1, 2018 will be charged \$70 per Application. Applications submitted after April 1, 2018 and received by the USEF on or before June 1, 2018 will be charged \$300 per Application. **NO APPLICATIONS WILL BE ACCEPTED AFTER June 1, 2018. IF AN APPLICATION IS RECEIVED WITHOUT THE APPLICATION FEE, IT WILL BE ACCEPTED IF THE APPLICABLE FEE IS RECEIVED ON OR BEFORE JUNE 10, 2018.**
 - d. Horse Loan Agreement: Owners of horses named to the Short List/ FEI Nominated Entry must sign the USEF Horse Loan Agreement (Attachment B). A horse owner(s) failure to sign the USEF Horse Loan Agreement may result in the removal of the athlete/horse combination from the Short List/ FEI Nominated Entry.
 - e. The athlete and horse owner(s) must certify, by signing the Application, that they have received and read the Selection Procedures for the Team, USEF Code of Conduct (Attachment C), USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment D), Safe Sport Policy (Attachment E), and that they understand those documents, and that they agree to be bound by them.
 - f. The athlete must submit scores from any FEI, USEF and/or ADS Recognized Combined Driving Event at the Preliminary Level or higher (Attachment F) with their Application (Attachment A) to the USEF Director of Para-Equestrian, lkjohnson@usef.org.

B. Provided below is a comprehensive, step-by-step description of the method that explains how athletes will go through the selection process to become Team nominees:

- 1. Invitation** - Each nation is invited to send one (1) team with a maximum of three (3) athletes. A team is comprised of two (2) or three (3) athletes and horse(s)/ponies and must include at least one (1) athlete from Grade I. A team cannot include more than two (2) athletes from any one Grade. Should a nation only be able to send two (2) athletes, they must be entered as a team. At least one of them must be Grade I. Each athlete must have a groom. During the marathon a groom is only allowed to start with one (1) athlete.

- 2. DATE TBD, 2018: Short List/FEI Nominated Entry** - After June 15, 2018, but no later than the date of the FEI Nominated Entry for the Event, DATE TBD, the Selectors will evaluate athletes and recommend a Short List/FEI Nominated Entry consisting of at least one (1) athlete. This list will be subject to review and recommendation by the USEF Para-Equestrian Sport Committee, subject to the approval of the Board of Directors, or an Ad Hoc Selection Group approved by the Board of Directors. Such list will be submitted to the FEI as the Nominated Entry no later than the closing date for the FEI Nominated Entry, Date TBD.

The Short List/FEI Nominated Entry for the Team will be named according to the following criteria:

- a. The Team requirement to include at least one (1) athlete from Grade I and no more than two (2) athletes from the same Grade.
- b. The athletes' overall competitive records.
- c. The performance at previous events using the following method:
 - Scores in the Dressage competitions, penalties obtained in the Marathon, accuracy and speed in the Cones competition.
 - The Selectors will give primary consideration to results with comparable courses and Ground Juries to the Event, recent performances and scores evaluated pursuant to the second bullet above, in the last two years.
 - Results of the athlete, such as a competitive record over the previous four year period which indicates that the athlete has successfully met the challenges of FEI international events, and demonstrated an ability to perform consistently (under pressure).
 - Prospect that the athlete will contribute to a Team score. For example, if an athlete consistently attains superior scores in a particular competition phase, they may be selected for their expertise in that particular phase.
 - Combinations of athlete's scores and how those scores may contribute to the best Team score for the competition which is the subject of selection.
 - The Team Coach shall advise the Selectors.

In addition to recommending the Short List/FEI Nominated Entry, the Selectors may recommend athletes to serve as substitute athletes for the Short List/FEI Nominated Entry. This list will also be subject to review and recommendation by the USEF Para-Equestrian Sport Committee, and the approval of the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

Once the Short List/FEI Nominated Entry for the Event has been announced and prior to submission of the FEI Nominated Entry, Date TBD, athletes on the Short List/FEI Nominated Entry may be substituted with substitute athletes. These substitutions can be made for exceptional circumstances, or medical reasons, or for breach of the USEF Code of Conduct, or failure to comply with the USEF Safe Sport Policy, but only with the recommendation of the Team Coach along with the concurring recommendation of at least three (3) of the five (5) Selectors, one of whom shall be the Active Athlete Selector subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutes for medical reasons must also be documented by a physician(s) approved by the USEF International Disciplines Council to the Para-Equestrian Sport Committee.

Once chosen, the Short List/Nominated Entries and substitute athletes will come under the control of the Team Coach. By submitting an application, athlete confirms he will compete once he is chosen. These athletes shall not participate in any competitions without the prior approval of the Team Coach.

- 3. Observation Events:** All athletes on the Short List/FEI Nominated Entry are encouraged to attend the Observation Event(s) to be observed by two or more Selectors present at the Observation Event(s). By no later than March 1, 2018, relevant details of the Observation Event(s) will be posted on the USEF website at www.usef.org.

An athlete named to the Short List/FEI Nominated Entry, who is not able to participate in the Observation Event(s) shall submit a written notice to the Selectors via Laureen Johnson, Director of Para-Equestrian, prior to the Observation Event(s) explaining why they are unable to attend, i.e. for veterinary, medical, or family emergencies. Such notice shall allow the Athlete to remain on the Short List for future possible selection to the team.

- 4. DATE TBD, 2018: FEI Definite Entry** - No later than the closing date for FEI Definite Entries for the Event, Date TBD, the current fitness, and ability of the athlete will be evaluated by the Selectors to determine if they are able to meet the standards for the Event. In evaluating athletes to be named to the FEI Definite Entry, Date TBD, the Selectors will base their evaluations on the following factors:
- The Team requirement to include at least one (1) athlete from Grade I, and no more than two (2) athletes from the same Grade;
 - The athletes' overall competitive records;
 - The performances at previous events using the following method: scores in the Dressage competition; penalties obtained in the Marathon competition; accuracy and speed in the Cones competition;
 - The Selectors will give primary consideration to results with comparable courses and Ground Juries to the Event, recent performances and scores evaluated pursuant to the second bullet above, in the last two years;
 - The Selectors' evaluation will also include consideration of the previous International results of the athlete, such as a competitive record over the previous four year period which indicates that the athlete has successfully met the challenges of FEI International events, and demonstrated an ability to perform consistently (under pressure);
 - Prospect that the athlete will contribute to a Team score. For example, if an athlete consistently attains superior scores in a particular competition phase, they may be selected for their expertise in that particular phase;
 - Combinations of the athlete's scores and how those scores may contribute to the best Team score for the competition which is the subject of selection;
 - The Coach shall advise the Selectors.

Based upon the Selectors' evaluation and recommendations, the USEF Para-Equestrian Sport Committee may recommend to the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors the Team of three (3) athlete/horse combinations and Individual(s) (if any) to be entered under FEI rules for the Event and up to the maximum number of athletes including Individual(s) athlete/horse combinations (if any) able to be entered under FEI rules for the Event with up to the maximum number of horses permitted, according to the official entries for the Event. The recommended Team is subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. In addition to nominating the Team and Individual(s) (if any), based upon the Selectors' evaluation and recommendations, the USEF Para-Equestrian Sport Committee may recommend to the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors the athlete/horse combinations on the Short List/FEI Nominated Entry to serve as substitute athlete/horse combinations for the Team and Individuals (if any). The recommended athlete/horse combinations to serve as substitutes are subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. The Selectors will be advised by the Team Coach.

- 5. After the acceptance of the FEI Definite Entries and before the Declaration of Starters:** Substitutions will be done in accordance with FEI Regulations and in accordance with the criteria outlines in Section III.

E. Provided below are the names of all committees/groups who oversee the selection process, including the name(s) and role(s) of their members: The USEF Para-Equestrian Driving Selectors, the USEF Para-Equestrian Driving Team Coach, and the USEF Para-Equestrian Sport Committee will oversee the selection process, which process shall be reviewed and approved by the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. (See Attachment G for list of USEF committees, their roles, and list of members)

E. Other Considerations:

- 1. Equine Drug Testing:** All applicant horses are subject to drug testing both in competition and out of competition.

In-Competition. All horses entered to compete in any FEI or USEF competition are subject to drug testing at any time from when the competition begins until the competition ends or beginning when the horse arrives for the competition until the competition ends, whichever beginning occurs first. Blood and/or urine samples may be collected and tested for substances prohibited or forbidden under the subject competition rules. National competitions may invoke GR 409 whereby samples will be tested for FEI prohibited substances, including metabolites and markers.

Positive Finding. At any time during the selection period that the presence of a prohibited or forbidden substance, or a metabolite or marker is detected in the sample collected in-competition, 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 Discipline Director for dissemination of information as appropriate. In such instance, the positive finding may result in the elimination of the horse and/or athlete from the Selection Process. Before elimination occurs, the owner and athlete will be afforded a hearing by a panel (“Selection Hearing Panel”) comprised at least one member of the applicable discipline Sport Committee along with at least two members of the Hearing Committee, one of which must be an Eligible Athlete. The Chairman of the USEF Veterinarian Committee, or his designee, may serve Ex Officio and a member of the Veterinarian Panel selected for the Event may serve Ex Officio.

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 TBD following notification to the applicant at least 24 hours prior to collection. Samples collected from horses out-of-competition will be tested for the presence of substances prohibited by the FEI, including metabolites and markers. Failure to make the horse available for collection of samples may result in the elimination of the horse and/or athlete from the Selection Process. Before elimination occurs, the owner and athlete will be afforded a hearing by the Selection Hearing Panel.

Positive Finding. At any time during the selection period that the presence of a prohibited or forbidden substance, or a metabolite or 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 Discipline Director for dissemination of information as appropriate. In such instance, the positive finding may result in the elimination of the horse and/or athlete from the Selection Process unless the Veterinarian Panel appointed for 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.

This provision does not abrogate the enforcement of applicable equine anti-doping rules at Federation licensed competitions, including competitions where GR 409 is invoked whereby samples will be tested for FEI prohibited substances, including metabolites and markers.

Also see the section on Veterinarian Treatment, a violation of which may result in elimination under this provision.

Before elimination occurs in either instance, the owner and athlete will be afforded a hearing by the Selection Hearing Panel.

USEF GR409.2 Equine Drugs and Medications, Prohibited Substance Provisions

No horse 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 a competition 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 Equine Anti-Doping and Controlled Medication Regulations, which can be found at www.fei.org.

- 2. Soundness:** Horses that are candidates for the Short List/FEI Nominated Entry or as Substitutes for the Short List/Nominated Entry may be examined by a Team Veterinarian for soundness prior to the FEI Nominated Entry being named so that a report may be made to the Chef d'Equipe and Selectors prior to their naming of the Short List/Nominated Entry and Substitutes to the Short List/Nominated Entry.

All horses named to the FEI Nominated Entry may undergo a baseline exam with a Team Veterinarian. A Team Veterinarian and the athlete's veterinarian must be in communication regarding the soundness and preparation of the horse(s) named to the FEI Nominated Entry.

Horses that are candidates for selection for the FEI Definite Entry may be examined for soundness by a Team Veterinarian at any time after the FEI Nominated Entry has been named and prior to naming the FEI Definite Entry.

All horses chosen to be part of the 2018 World Para-Driving Championships may also be examined for soundness by a Team Veterinarian prior to traveling to the Event.

Horses found to be unsound by a Team Veterinarian may be eliminated from the Selection Process but only with the recommendation of the Chef d'Equipe, USEF Para-Equestrian Sport Committee, and the approval of the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

- 3. Team Veterinarian Request:** Applicants, **at their own expense**, shall make available, upon the request of a Team Veterinarian, 24 months' worth of veterinary records of horses under consideration for selection. In addition, applicants, **at their own expense**, shall be responsible for supplying any follow-up diagnostic information requested by a Team Veterinarian for horses under consideration for selection. Applicants, **at their own expense**, shall complete any treatment prescribed by a Team Veterinarian, after consultation with the horse's treating veterinarian if such a consultation is requested by the athlete, for horses under consideration for selection. Failure to comply with any reasonable request of a Team Veterinarian may result in the removal of the horse and/or athlete from the selection process by the Chef d'Equipe and Selectors upon the recommendation of a Team Veterinarian and the USEF Para-Equestrian Sport Committee, and the approval of the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

- 4. Veterinary Treatment:** Once a horse(s) is named to the FEI Nominated Entry or FEI Definite Entry all selected athletes may be required to obtain written permission from a Team Veterinarian prior to their selected horses being treated by any person other than a Team Veterinarian. This permission must be obtained by using the official USEF Para-Equestrian Veterinary Treatment Request Form (Attachment H).

Failure to adhere to this policy and/or the directives of a Team Veterinarian as outlined on the USEF Para-Equestrian Veterinary Treatment Request Form may result in the removal of horse and/or athlete from the selection process by the Chef d'Equipe and the Selectors upon the recommendation of a Team Veterinarian and the USEF Para-Equestrian Sport Committee, and the approval of the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

- 5. Medical Request:** Applicants may be required to submit to a medical examination by physician(s) approved by the USEF International Disciplines Council at any time during the selection process for the purposes of determining the

applicant's ability to compete at the Event. Failure to submit to such examination may result in the removal of the applicant from the selection process by the Chef d'Equipe and Selectors upon the recommendation of the USEF approved physician(s) and with the approval of USEF Para-Equestrian Sport Committee, and the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. Following the examination, should the USEF approved physician(s) find the applicant to be unfit to compete, the applicant will be removed from the selection process upon the recommendation of the USEF Para-Equestrian Sport Committee, and the approval of the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

II. DISCRETIONARY SELECTION

A. Rationale for utilizing discretionary selection: Discretionary selection is used to field the best team possible for the Event.

B. Discretionary criteria and how it will be used: See Section I.C.3 and 4.

C. Discretionary Selection Committee

1. Provide the name of the committee(s) that will be responsible for discretionary selection.

- USEF Para-Equestrian Driving Selectors
- USEF Para-Equestrian Driving Chef d'Equipe
- USEF Para-Equestrian Driving Team Veterinarian, if any
- USEF Para-Equestrian Driving Consultants
- USEF Board of Directors or Ad Hoc Selection Group approved by the Board of Directors

2. Provide a complete list of the members of the committee(s), their titles and their NGB role that qualifies them to serve in this capacity: See Attachment G for list of USEF committees, their roles, and list of members.

Selectors: Five (5) individuals (the "Selectors") will be appointed by the USEF International Disciplines Council upon the recommendation of the USEF Para-Equestrian Sport Committee. The Selectors are subject to the USEF Code of Conduct and Code of Ethics, Conflict of Interest Policy of the USEF (Attachment I), and the Safe Sport Policy. The Selectors are Senior Active Members in good standing of USEF, who are also members of the Para-Equestrian community and who are knowledgeable and experienced in Para-Equestrian at the international level, and include a minimum of one Para-Equestrian Eligible Athlete Representative as defined by the USOC (See Definitions on page 14) but who is not an applicant for the Team (the "Eligible Athlete Representative Selector").

A minimum of one (1) Substitute Selector will 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. There will be a minimum of 20% Eligible Athlete Representation on the panel of Selectors.

III. REMOVAL OF ATHLETES

A. An athlete may be removed from the FEI Nominated Entries for any of the following reasons, as determined by USEF and in accordance with these procedures:

- Voluntary withdrawal. An athlete must submit a written letter to the USEF CEO.
- Injury or illness as certified by a USEF approved physician (or medical staff). 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.
- Failure of the horse owner to sign the Horse Loan Agreement (Attachment B).
- Violation of the USEF's Code of Conduct (Attachment C).
- Injury or illness of the horse as determined by a Team Veterinarian. If an athlete and/or horse owner refuses to have the horse examined by a Team Veterinarian, the injury or illness will be assumed to be disabling and the horse may be removed.
- Exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event, in consultation with the Chef d'Equipe and Selectors.

- Detection of a prohibited substance in the horse.
- Failure to adhere to all WADA, FEI, USEF, and/or USADA anti-doping protocols, policies and procedures including participation in the out-of-competition testing as required by the WADA, FEI, and/or USADA Rules.
- Failure to comply with a request of a Team Veterinarian or with the USEF Para-Equestrian Veterinary Treatment Request Form protocols (Attachment H).
- Failure to adhere to the agreed upon plans and/or directives of the Chef d'Equipe.
- Failure to comply with the USEF Safe Sport Policy (Attachment E).

In these procedures, the removal of an athlete is closely related to the process by which they will be replaced. Therefore, the reasons for which an athlete may be removed are thoroughly addressed in Section IV.

SUBSTITUTION/REPLACEMENT OF ATHLETE AND/OR HORSE.

An athlete removed from the FEI Nominated Entry pursuant to this provision has the right to a hearing per the US Equestrian's Bylaws, Article 703 and USEF General Rules, Chapter 6, GR 605 or USOC Bylaws, Section 9.

- B. An athlete may be removed from the FEI Definite Entries, or Team at any time for any of the following reasons, as determined by the USEF and in accordance with these procedures:**
- Voluntary withdrawal. An athlete must submit a written letter to the USEF CEO.
 - Violation of WADA, FEI, USEF, and/or USADA anti-doping protocol, policies and procedures. In such instances, the adjudication process will be managed through the United States Anti-Doping Agency.
 - Injury or illness as certified by a USEF approved physician (or medical staff).
 - Injury or illness of the horse as determined by a Team Veterinarian, if any.
 - Violation of the USEF Code of Conduct (Attachment C).
 - Failure to comply with the USEF Safe Sport Policy (Attachment E).
- C. An athlete may be removed from the Short List/FEI Nominated Entries, FEI Definite Entries or Team, at any time for violation of WADA, FEI, USEF, and/or USADA anti-doping protocol, policies and procedures.**

IV. SUBSTITUTION OF ATHLETES

- A. Following is the process by which the substitute pool of Athlete/horse combinations will be identified:**
The athletes on the Short List/FEI Nominated Entry will comprise the pool of substitute athletes.
- B. Substitute athlete(s) will be selected, should a vacancy occur, according to the following method:**
- 1. Prior to the acceptance of the Short List/FEI Nominated Entry:**
After the Short List/FEI Nominated Entry, TBD for the Event has been announced, June 15, 2018, and prior to the submission of the FEI Nominated Entries, Short List/FEI Nominated Entry athlete(s) may be substituted with substitute athlete(s) for veterinary or medical reasons, or for breach of the USEF Code of Conduct, failure to comply with the USEF Safe Sport Policy, for failure to sign the USEF Horse Loan Agreement, or other exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event, at the recommendation of at least three of the five Selectors, one of whom shall be the Eligible Athlete Selector and subject to the final approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutions for medical reasons must also be documented by a physician(s) approved by the USEF International Disciplines Council.
 - 2. Prior to the closing date for the Definite Entry:**
Once the Team and Individual(s) (if any) have been announced, July 15, 2018, and prior to the closing date for Definite Entries TBD (see Sec. IX), Team members may only be substituted with Individual(s) athletes or substitute athletes and Individual(s) athlete/horse combinations may only be substituted with Team members or substitute athletes for medical reasons, for breach of the USEF Code of Conduct, failure to comply with the

USEF Safe Sport Policy, or other exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event which is the subject of the selection, based upon the recommendation of the Team Coach with the concurring recommendation of at least three (3) of the five (5) Selectors (one of whom shall be the Eligible Athlete Selector) and the Para-Equestrian Sport Committee, and subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors, if time permits. Any substitutions for medical reasons must also be documented by a physician(s) approved by the USEF International Disciplines Council.

- 3. After acceptance of the FEI Definite Entries and Declaration of Starters:** Once the Team and Individual(s) (if any) have been submitted and before the declaration of starters, a Horse or Athlete, or a combination of Horse and Athlete may only be replaced by a Horse and/or Athlete listed in the same class on the nominated entry list in accordance with FEI Driving Rules, [11th Edition Incl. Para-Equestrian Driving Rules Effective 1 January 2018], Article 946. In addition, substitutions will only be made with substitute athlete/horse combinations for veterinary or medical reasons, breach of the USEF Code of Conduct, failure to comply with the USEF Safe Sport Policy based upon the recommendation of the Team Coach with the concurring recommendation of at least three (3) of the five (5) Selectors (one of whom shall be the Eligible Athlete Selector), and subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors, if time permits..

Any substitutions for medical reasons must also be documented by a physician(s) approved by the USEF International Disciplines Council. The Organizing Committee of the Event must approve any substitutions of athlete/horse combinations.

C. Group or committee that will be responsible for making athlete substitution determinations:

- 1. Group or committee who determines the substitution pool:** The USEF Para-Equestrian Driving Selectors, USEF Para-Equestrian Driving Coach with the approval of USEF Para-Equestrian Sport Committee and the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
- 2. Group or committee who determines a substitute athlete to the team:**
 - a. The USEF Para-Equestrian Driving Selectors, USEF Para-Equestrian Driving Coach, and the USEF Para-Equestrian Sport Committee with the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
 - b. **Prior to acceptance of the FEI Nominated Entries:** See IV.B.1 above.
 - c. **Prior to the closing date of the FEI Definite Entry:** See IV.B.2 above.

V. SUPPORTING DOCUMENTS – USEF will retain 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.

VI. REQUIRED DOCUMENTS – The following documents are required to be properly executed as a condition of nomination in the Event and are included as attachments:

- Application (Attachment A)
- Horse Loan Agreement (Attachment B)
- USEF Code of Conduct (Attachment C)
- USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment D)
- Declaration of Scores (Attachment F)

Athletes and horse owners will be required to certify that they have received and read a copy of the USEF Code of Conduct and Safe Sport Policy and that they understand the documents.

In addition, all persons participating in any decision made pursuant to the Selection Procedures including but not limited to Selectors, Physicians, members of the Para-Equestrian Sport Committee, USEF International Disciplines Council, and

the Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors will be required to abide by the USEF Code of Ethics, Conflict of Interest Policy and Safe Sport Policy.

VII. ADDITIONAL DOCUMENTS - Athletes will be required to read the USEF Athlete Agreement (Attachment J) and are requested to sign it.

VIII. PUBLICITY/DISTRIBUTION OF PROCEDURES – The USEF approved Selection Procedures (complete and unaltered) will be posted/published by USEF in the following locations and will include the FEI approval date when known:

- USEF website: www.usef.org - These procedures will be posted as soon as possible, but not more than 5 business days following notice of approval by the USEF Board of Directors.
- Other: The Selection Procedure and Application Packet will also be available by mail upon request.

IX. DATE OF NOMINATION – The FEI Nominated Entries will be submitted to the FEI no later than Date TBD. The FEI Definite Entries will be submitted to the FEI no later than Date TBD.

X. MANDATORY TRAINING -

Location, schedule and duration of the Mandatory Training Session(s) will be posted on the USEF website, www.usef.org, after the submission of the FEI Nominated Entry, Date TBD.

XI. ANTI-DOPING REQUIREMENTS – Athletes must adhere to all WADA, FEI, and USADA anti-doping protocols, policies and procedures. This includes participation in out of competition testing as required by FEI, USEF, WADA, and USADA rules.

XII. DEVELOPMENT OF SELECTION PROCEDURES – The following committees/groups were responsible for creating these Selection Procedures: USEF Para-Equestrian Sport Committee, USEF Board of Directors or an Ad Hoc Committee approved by the Board of Directors. See Attachment G for list of USEF committees, their roles, and list of members.

XIII. USEF BYLAWS AND GRIEVANCE PROCEDURES – The USEF Bylaws and Grievance Procedures can be found on the USEF's website www.usef.org.

XIV. INTERNATIONAL DISCLAIMER – These procedures are based on the FEI rules and regulations as presently known and understood. Any change in the Selection Procedures caused by a change in FEI rules and regulations will be distributed to the affected athletes immediately. The Selection Criteria are based on the latest information available to USEF. However, the selections are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency.

XV. ATHLETE OMBUDSMAN - Athletes who have questions regarding their opportunity to compete that are not answered by USEF may contact the USOC Athlete Ombudsman: Kacie Wallace by:

- Telephone at (719) 866-5000
- E-mail at Kacie.wallace@usoc.org
- www.athleteombudsman.org

XVI. FUNDING DISCLAIMER - Selection to the Team does not guarantee that funds will be available to send a team.

XVII. DISCLAIMER – Please see Attachment 'D' – USEF Release, Assumption of Risk, Waiver and Indemnification.

XVIII. NGB SIGNATURES – I certify that I have read, understand and incorporated our IF standards/criteria into our Selection Procedures and that the information provided herein regarding Athlete Selection Procedures represents the method approved by the United States Equestrian Federation.

Position	Print Name	Signature	Date
USEF President	Murray Kessler		

Any questions regarding these Selection Procedures should be addressed to the USEF Para-Equestrian Sport Director, Laureen Johnson, United States Equestrian, P.O. Box 83, Gladstone, NJ, 07934, Phone (859) 225-7693, Email: lkjohnson@usef.org.

Approved by the Board of Directors on:

DEFINITIONS

CLASSIFIER – Medical Doctor and/or physiotherapist with knowledge of the Profile System who is accredited by the FEI to grade athletes for Para-Equestrian competitions.

ACTIVE ATHLETE REPRESENTATIVE – An Athlete will be considered an Active Athlete as defined by the USEF Bylaw 401.

I) Within the past ten (10) years, represented the United States in a Championship or a World Championship recognized by the FEI for which a competitive Selection Process was administered by the USEF.
and/or

II). Within the past twenty-four (24) months, demonstrated that they are actively engaged in amateur athletic competition by finishing in the top half of the NGB's national championship or a team selection competition for the events specified in paragraph (I) above.

INTERNATIONAL EXPERIENCE – Driver must have a competitive record over the past 2 - 4 years that indicates that the Athlete/horse(s) combination has successfully met the challenges of FEI international events, demonstrating an ability to perform under pressure consistently.

SUBSTITUTE ATHLETE- Replacing an Athlete/horse combination after the FEI Definite Entries have been submitted.

ATTACHMENTS:

Attachment A 2018 World Equestrian Games Para-Equestrian Driving Application

Attachment B USEF Horse Loan Agreement

Attachment C USEF Code of Conduct

Attachment D USEF Release, Assumption of Risk Waiver and Indemnification

Attachment E Safe Sport Policy

Attachment F Declaration of Scores Worksheet

Attachment G USEF Committee Members

Attachment H Veterinary Treatment Request Form

Attachment I USEF Code of Ethics and Conflict of Interest Policy

Attachment J USEF Athlete Agreement

Attachment K Disclosure and Affirmation Statement