

2024 USEF&USEA Technical Delegate's Event Worksheet



Name of Competition	Competition #
Dates	City/State
Name of Manager	USEF Membership # (Must be active member)
Manager's Phone	Email
Name of Secretary	USEF Membership (Must be active member)
Secretary's Phone	Email

COMPLIANCE WITH RULES

	YES	NO
1. Were there any instances of equine cruelty or abuse reported or made known to you? (GR838).....	<input type="radio"/>	<input type="radio"/>
If yes, please explain: _____		

2. Are you attaching documents for the Federation to review for a possible Disciplinary Action Complaint?.....	<input type="radio"/>	<input type="radio"/>
(Bylaws 701 & 705) If yes, please explain: _____		

3. Were any Yellow Warning Cards issued? (GR1038).....	<input type="radio"/>	<input type="radio"/>
If yes, please explain: _____		

4. Were you made aware of any allegations of sexual, physical, or emotional misconduct?.....	<input type="radio"/>	<input type="radio"/>
For allegations of sexual misconduct, please confirm that you made a report to the U.S. Center for SafeSport as well as the authorities if the victim was a minor when the alleged abuse occurred. For allegations of non-sexual misconduct, please provide details in an Addendum report.		
5. Were you made aware of any MAAPP violations? If yes, please provide details in an Addendum report.....	<input type="radio"/>	<input type="radio"/>
6. Did competition management communicate directly and in writing with all participants (including staff, officials, volunteers, vendors, etc.) within the last 30 days, as required by the USEF Safe Sport: Competition Quality Control System?.....	<input type="radio"/>	<input type="radio"/>
Please identify the date that the communication was sent and the method it was communicated. _____		

7. Were any divisions that were not approved by the Federation held on licensed dates?.....	<input type="radio"/>	<input type="radio"/>
(See GR301 for exemptions.) If so, please indicate name(s) of class(es) or division(s): _____		

DURATION OF COMPETITION

	YES	NO
1. Did the competition comply with all time schedule requirements per GR829-830 and EV137?.....	<input type="radio"/>	<input type="radio"/>
If no, please explain. If there were any cancelled days please explain: _____		

2. Did weather conditions adversely affect the competition?☐ YES ☐ NO
If yes, please explain: _____

SAFETY AND WELFARE

1. Who was the designated safety coordinator? (GR846.1, EV138.3) _____
Phone Number _____ Email Address _____
2. Was the Accident Preparedness Plan and Isolation Protocol distributed appropriately to all competition officials and competition staff? (GR845)☐ YES ☐ NO
3. Were any horses at the competition identified as showing symptoms of infectious disease, put into isolation, or transported to receive treatment for potential infectious disease?☐ YES ☐ NO
If yes, please explain and include the date/time that it was reported to the USEF Drugs & Medications Program (GR845.1) _____

4. Was an ambulance on the competition grounds? (GR847.2)☐ PRESENT ☐ ON CALL ☐ NONE
5. Were the required number of qualified medical personnel available in accordance with GR847.1 and GR847.3?☐ YES ☐ NO
If yes, please list the number and type present at the competition:
EMT _____ Paramedic _____ Certified First Responder _____ Physician/Nurse trained in pre-hospital trauma care _____ or
Additional CPR Certified Personnel _____ If no, please explain: _____

6. Did any accidents/injuries/collapses/fatalities occur during this competition?☐ YES ☐ NO
If yes, please indicate the number below and complete an accident/injury report form for each accident or injury.
Number of human accidents or injuries _____
Number of human fatalities _____
Number of equine accidents, injuries, or collapses _____
Number of equine fatalities _____
7. Was a qualified veterinarian present or on call in accordance with GR1211.5 and EV162?☐ PRESENT ☐ ON CALL ☐ NONE
Please provide the name of the veterinarian _____
If no, please explain: _____
8. Was a farrier present or on call in compliance with the rules? (GR1211.6)☐ PRESENT ☐ ON CALL ☐ NONE

STANDARDS FOR MANAGEMENT AND FACILITIES

1. Was the footing in all competition rings, schooling rings, exercise areas, and lunging areas safe, consistent, and appropriate for the classes held? (GR834.5)☐ YES ☐ NO ☐ N/A
If not, please provide details including which areas were affected. _____

YES NO N/A

2. Did competition management make appropriate efforts to maintain the best possible footing in all competition, schooling, exercise, and lunging areas? (GR1216.11).....☐.....☐
If not, please provide details including which areas were affected. _____

3. Did you thoroughly inspect the competition facility and stabling area each day in accordance with GR1034.2.e? ..☐.....☐
If no, please explain. _____

4. Was the competition facility maintained and in good condition (restrooms, roads and pathways, fencing, facility equipment, trash containers, manure containment, wash areas, etc)? (GR1216).....☐.....☐
If not, please provide details. _____

5. Did the competition provide suitable and maintained stabling (adequate drainage, safe electricity, adequate lighting, water sources, visible barn identification, etc)? (GR1215)☐.....☐.....☐
6. Were there any safety issues noted within stabling (protruding nails or other hazards in stalls, holes in walls, uneven ground, tent poles in stalls with horses, etc)?☐.....☐.....☐
If yes, please provide details. _____

7. Did the competition provide 6 consecutive hours overnight of minimal lighting and noise for stabled horses per GR1215.4?.....☐.....☐.....☐
If no, please provide details _____

8. Did you have any concerns related to safety and welfare of horses and competitors during the competition?☐.....☐
If yes, please provide details. _____

9. Did any competitors raise concerns regarding the facility, stabling, or footing during the competition?☐.....☐
If yes, please provide details including actions taken by management, if any. _____

10. Were a sufficient number of sharps containers available and were they disposed of properly? (GR1210.4)☐.....☐
If no, please provide details _____

11. What was the maximum number of competition rings used simultaneously at any one time? Please note cross country counts as one competition ring while running, as well as each dressage or show jumping competition rings. _____
12. Were sufficient adequately trained personnel provided to manage all three phases of the competition?.....☐.....☐
If no, please explain. _____

13. Was the communication at the competition effective? Including general announcing, radios, etc.☐.....☐
If no, please explain. _____

14. Was scoring accurate and efficient?☐.....☐
If no, please explain. _____

15. Was the Competition Manager present and available at all times?☐ YES☐ NO
If no, please name the individual who acted in this capacity _____

EVENTING CRITERIA

1. Were there any instances of non-compliance with USEF rules, or class specifications for any Eventing levels held?☐ YES☐ NO
If yes, please explain. _____

2. Were there any Horse or Rider Falls?☐ YES☐ NO
If yes, please confirm how many. _____
3. Were there any incidents of dangerous riding? (EV113)☐ YES☐ NO
If yes, please provide details _____

4. Were Cross Country courses inspected by a USEF Course Advisor?☐ YES☐ NO
If yes, please complete the "TD Comments" section of the Course Advisor report and attach to the TD report.
5. In your opinion, should the course be inspected by a USEF Course Advisor?☐ YES☐ NO
If yes, please explain. _____

6. Were all Show Jumping courses in compliance with the rules?☐ YES☐ NO
If no, please explain. _____

7. Were all Cross-Country courses in compliance with the rules?☐ YES☐ NO
If no, please explain. _____

8. Are there any comments you would like to make regarding the Dressage phase of competition?☐ YES☐ NO
If yes, please explain. _____

9. Are there any comments you'd like to make regarding the Show Jumping phase of competition?☐ YES☐ NO
If yes, please explain. _____

10. Are there any additional comments you'd like to make regarding the Cross Country phase? (Frangible Technology activated, turf maintenance, obstacle conditions, radio communication)☐ YES☐ NO
If yes, please explain. _____

OFFICIALS

USEF LICENSE TYPES & CODES

EVTD---Eventing TD EVJCD-----Eventing Jumping Course Designer DR-----Dressage Judge
 JP-----Jumper Judge EVCD-----Eventing Course Designer MGJ-----Member of the Ground Jury
 EV-----Eventing Judge JPCD-----Jumper Course Designer GJ-----Guest Judge
 FF-----FEI Foreign Official PGJ-----President of the Ground Jury Other_____

List each official, their USEF number and the appropriate license code from above.

NAME	USEF #	LICENSE USED	NAME	USEF #	LICENSE USED

YES NO

1. Did any U.S. or foreign FEI officials officiate in national classes or schooling areas using only their FEI license?○.....○
 If yes, please provide their name, FEI ID number, and role at the competition. _____

2. What was the maximum number of Technical Delegates on duty simultaneously at any one time? _____

3. What was the minimum number of Technical Delegates on duty simultaneously at any one time? _____

4. Please list the names and USEF ID numbers for all apprentices that were present at the competition. _____

5. Do you have any additional comments regarding Licensed Officials at the competition?○.....○
 If yes, please explain. _____

COMMENTS

YES NO

1. Were there any inquiries, protests / appeals? (EV115)☐.....☐
If yes, please explain in detail including the advice given to the Athlete regarding the Protest process. _____

2. Were there any issues at this competition you wish to include in your report?☐.....☐
If yes, please provide details below. _____

3. Do you have any positive comments regarding this competition?☐.....☐
Please provide any positive feedback below. _____
