



# UNITED STATES EQUESTRIAN FEDERATION, INC.

## SELECTION PROCEDURES

### 2018 FEI WORLD DRIVING CHAMPIONSHIPS FOR SINGLE HORSES

AUGUST 28 – SEPTEMBER 2, 2018

KRONENBERG, NETHERLANDS

#### 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 (23<sup>rd</sup> Edition, Article 119) at the time of application, selection, and until the conclusion of the 2018 FEI World Driving Championships for Single Horses (“the Event”).
2. **Minimum International Federation (IF) standards for participation:**
  - a. All athlete/horse combinations 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 914.5). FEI Criteria can be found at <http://www.fei.org/fei/events/championships/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 (FEI Driving Rules, Article 912).
  - c. Horses 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).
  - d. The athlete and horse 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.
  - e. The athlete and horse must comply with FEI Rules for the Event.
3. **Minimum USEF criteria and Other Requirements:**
  - a. The athlete must be a United States Equestrian Federation (“USEF”) member in good standing at the time of the application, selection, and until the conclusion of the Event.
  - b. Applicant’s horse(s) must be recorded with USEF (GR 1102) and in good standing under USEF Rules at the time of application, selection, and until the conclusion of the Event.
  - c. **Application:** Athlete/Horse combinations wishing to be considered for the Event must submit an online Application via the “My USEF” portal with the appropriate fee. Applications submitted on or before **February 1, 2018** will be charged **\$70 per application**. Late applications will be accepted with a **\$300 late application fee**, up until two weeks prior to the FEI Nominated Entry deadline. **NO APPLICATIONS WILL BE ACCEPTED LATER THAN TWO WEEKS BEFORE THE FEI NOMINATED ENTRY DEADLINE.**
  - d. **Horse Loan Agreement:** Owners of horses named to the FEI Nominated Entry must agree to and sign the USEF Horse Loan Agreement form. Failure to complete the Horse Loan Agreement may result in the removal of the athlete/horse from the FEI Nominated Entry.
  - e. The athlete and horse owner(s) must certify that they have reviewed and agree to be bound by the following documents:
    - i. **Selection Procedures for the Team**
    - ii. **USEF Athlete Agreement**
    - iii. **USEF Horse Loan Agreement**
    - iv. **USEF Code of Conduct**
    - v. **USEF Release Waiver & Assumption of Risk form**
    - vi. **USEF Safe Sport Policy**



**B) Selection Trials:**                      **Selection period will begin September 15, 2017.**

Athlete/Horse combinations wishing to be considered for the FEI Nominated Entry must qualify per the **FEI criteria** for the Event. The FEI criteria for the Championships can be found at: <http://www.fei.org/fei/events/championships/driving>. Athlete/horse combinations will also be required to **complete at least three (3)** of the Selection Trials listed below, *with at least two (2) of those being within the same calendar year of the Event*. The USEF Selection Committee (“Selectors”) will give primary consideration to CAI competitions with comparable courses, number and quality of entries, and Ground Juries to the Event.

Provided below are the event names, dates and location of all trials to be used as part of the selection process:

- |   |                 |                       |
|---|-----------------|-----------------------|
| • <b>CAN Garden State CDE</b>   | Allentown, NJ   | September 15-17, 2017 |
| • <b>CAI 2* Kentucky Classic CDE</b>  | Lexington, KY   | October 5-8, 2017     |
| • <b>CAI 2* Katydid CDE</b>   | Windsor, SC     | November 2-5, 2017    |
| • <b>CAI 2* Palm Tree CDE</b>   | Dade City, FL   | January 25-28, 2018   |
| • <b>CAI 2* Live Oak International</b>  | Ocala, FL       | March 15-18, 2018     |
| • <b>CAI 2* Southern Pines CDE</b>  | Raeford, NC     | April 13-15, 2018     |
| • <b>CAI 2* FEI WEG Tryon Int’nl CDE Test Event</b>   | Tryon, NC       | April 19-22, 2018     |
| • <b>CAI 2* Bromont CDE</b>   | Bromont, Canada | June 28-Jul 1, 2018   |
| • <b>CAI 2* Hermitage Classic CDE</b>   | Goshen, KY      | August 2-5, 2018      |
| • <b>All European CAI 2* and above that take place prior to the FEI Nominated Entry dates</b> |                 |                       |

Athlete/Horse combinations intending to compete at any European CAIs shall notify the USEF Director of Driving of their activities in writing no later than three (3) weeks prior to the start of the competition(s) in question. Additionally, please be reminded that if an athlete plans to compete in any European CAI competitions, he/she must adhere to the USEF Criteria to compete in Foreign Competitions. Information and applications can be found on [www.usef.org](http://www.usef.org).

The list of Selections Trials is subject to amendments due to entry deadlines, cancellations, or additions to the schedule of available competitions. All athletes will be notified via USEF’s website [www.usef.org](http://www.usef.org) and/or at the email address given on their applications of additions, deletions or changes to the list of Selection Trials prior to the relevant competition. For changes to European CAI competitions please see [www.fei.org](http://www.fei.org).

**C) Horse Declarations:**

Athletes may submit multiple horses on their application, with the option to submit new horse(s) during the selection period, as long as all horses are eligible under the USEF criteria, FEI criteria, and meet the requirements in the selection procedures. The Selectors will recommend selection of the athlete(s) in accordance with the listed criteria and will inform the selected athletes which horses they are selected with and which can also be used as automatic substitutions. If following selection, a selected athlete wishes to substitute in a horse not previously approved by the Selectors, they must seek the permission of the Selectors, or if the Selectors cannot be contacted and the decision is time critical, permission may be granted by the appointed Chef d’Equipe in consultation with the appointed Team Coach.

**D) Rankings:**

The Selectors will publish **preliminary athlete/horse ranking lists every other month beginning in January** of the Championship year to keep applicants informed of their individual ranking status leading up to the Event (refer to Section I.E.1. for criteria). All athlete/horse combinations who have submitted an application for the Event will be included in preliminary rankings. Note: Preliminary rankings in no way guarantee selection for the FEI Definite Entries. Before the date of the FEI Definite Entries, the Selectors will recommend rankings to the USEF Driving Sport Committee (“DSC”) subject to approval by the USEF Board of Directors or an ad hoc selection group approved by the Board of Directors. In order to field a team or in extreme circumstances, **the Selectors and DSC reserve the right to select an athlete/horse combination that will best serve the perceived interest of a winning Team score, regardless of individual ranking lists.**

**E) Process by which Athlete/Horse combinations are selected for Team nominations:**

1. **FEI Nominated Entries:** (*Date TBD, typically 4-6 weeks before the Event*) By no later than the FEI Nominated Entry date for the Event, a ranked list of athlete/horse combinations up to the maximum number able to be nominated under FEI rules, will be recommended by the Selectors to the USEF DSC. Final approval of the DSC selection ranking comes from the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors (“BOD or Ad hoc”).

Selectors will base their evaluations of the athlete/horse combinations for FEI Nominated Entries on the following factors:

- a. The athlete’s current competitive results.
- b. The performance and results at the Selection Trials listed above, in no particular order: scores in the Dressage, penalties obtained in Marathon, accuracy and speed in the Cones.
- c. Previous international experience (over a six-year period), regarding the athletes’/horses’ ability to perform consistently under pressure.
- d. 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 overall individual ranking*.
- e. 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.
- f. The performance report from USEF Coach.
- g. Willingness of athlete to be transparent with USEF Coach, Veterinarian(s), Chef d’Equipe & Staff.

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

2. **Mandatory Outing:** Participation in the Mandatory Outing is a requirement for nominated athlete/horse combinations wishing to be selected for the FEI Definite Entries. It is anticipated that the Mandatory Outing will be a training session held sometime between the FEI Nominated Entry date and the Event, to be announced at least 30 days prior to the first day of training and/or the Event. Any FEI Nominated Entry athlete/horse combinations that are *not* able to attend the Mandatory Outing because of Veterinary, Medical, or Family emergencies or for logistical reasons may request an exemption from the requirement by submitting a written request to the Selectors (via the Director of Driving) *prior* to the Mandatory Outing Dates. The Selectors will recommend approval or disapproval of the request based on the circumstances, facts, and in the case of illness or injury to horse or athlete, documentation by a member of the Veterinary Panel or physician(s) approved by the International Disciplines Council (“IDC”), to the DSC, the USEF BOD or Ad hoc. In the event the request is disapproved, the athlete/horse combinations will be required to participate in the Mandatory Outing or they will no longer be considered for selection.
3. **FEI Definite Entries:** (*Date TBD, typically 2 weeks before the Event*) Before the closing date for FEI Definite Entries, the Selectors will confer with the USEF Coach and an FEI Veterinarian on the current fitness, soundness, and ability of athlete/horse combinations to determine if they are able to meet the standards for the Event (i.e. dressage scores, distance, size and complexity of obstacles, and required speed to avoid time penalties). The Selectors will recommend final rankings to the USEF DSC, which in turn must be approved by the BOD or Ad Hoc.

Selectors will base their evaluations of the athlete/horse combinations for FEI Definite Entries on the following factors:

- a. Evaluations by an FEI Veterinarian regarding horse's current fitness, soundness & ability to compete.
- b. The athlete's current competitive results.
- c. The performance and results at the 2017-2018 Selection Trials listed above, in no particular order: scores in the Dressage, penalties obtained in Marathon, accuracy and speed in the Cones.
- d. Previous international experience (over a six-year period), regarding the athletes'/horses' ability to perform consistently under pressure.
- e. 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 overall individual ranking*.
- f. 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.
- g. Performance of the athlete/horse combinations in the Mandatory Outing.
- h. Consultations with the Coach and Veterinary Panel.

The Selectors will give primary consideration to CAI International competitions with comparable courses, number and quality of entries, and Ground Juries to the Event.

Based on the Selectors' evaluations and recommendations, and upon approval of the USEF DSC and the USEF BOD or Ad hoc will name the Team of three (3) ranked athlete/horse combinations, up to the maximum number of athletes (including Individuals) permitted by FEI Rules.

4. **Substitutions & Declaration of Starters:** After the acceptance of the FEI Definite Entries and until one hour before the first Horse Inspection, in the event of an accident or illness of athlete or horse, the athlete &/or horse may be substituted by another from the FEI Nominated Entry list (subject to approval of the OC & the Ground Jury, Article 946.1). After the acceptance of the FEI Definite Entries and until one hour after the first horse inspection, the Chef d'Equipe in consultation with the Team Veterinarian will declare in writing the Team of three (3) athlete/horse combinations that will compete in accordance with the FEI General Regulations (Article 121 & FEI Driving Rules Article 947).

#### 5. Summary of responsibilities in Selection process:

Selection Rankings ↓	FEI Nominated Entries ↓	FEI Definite Entries ↓	Declaration of Starters ↓
USEF Selection Committee	USEF Selection Committee	USEF Selection Committee	Chef d'Equipe & USEF Team Veterinarian
	USEF Driving Sport Committee	USEF Driving Sport Committee	
	USEF Board of Directors or Ad Hoc from BOD	USEF Board of Directors or Ad Hoc from BOD	

#### F) Health Considerations:

1. **Equine Drug Testing:** All applicant horses are subject to drug testing both in competition and out of competition. (*USEF GR 409*)

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 Driving 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 DSC 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 following notification to the applicant at least 24 hours prior to collection of samples. 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 Driving 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.

#### ***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](http://www.fei.org).*

**Please also review 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.

2. **Soundness:** At the athlete’s expense, an FEI treating veterinarian must examine any horses that are candidates for the FEI Nominated Entry, the FEI Definite Entry or Substitutes for soundness **prior to the FEI Nominated Entry date**, then again **prior to the FEI Definite Entry date**. The Chef d’Equipe and Selectors will require a written exam report prior to their naming the FEI Nominated Entry & FEI Definite Entries.

The examining veterinarian and the athlete’s veterinarian must be in communication regarding the soundness and preparation of the Nominated horse(s).

Horses found to be unsound by the FEI Veterinarian (and reviewed by the Veterinary Panel) may be eliminated



from the Selection Process, but only with the approval of the Chef d'Equipe, the USEF DSC and the USEF BOD or Ad hoc.

3. **Team Veterinarian Request:** Upon request from the Team Veterinarian and *at their own expense*, Applicants shall make up to 24 months' worth of veterinary records available for horses under consideration for selection. *At their own expense*, applicants shall be responsible for supplying any follow-up diagnostic information requested by the Team Veterinarian for the horse(s) in question. If necessary, *at their own expense*, applicants shall complete any treatment prescribed by the Team Veterinarian, after consulting with the horse's treating veterinarian, if requested. Failure to comply with any reasonable request of the 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 the Team Veterinarian and with the approval of the USEF DSC, and the USEF BOD or Ad hoc.
4. **Veterinary Treatment:** Once horses are named to the FEI Nominated Entries or FEI Definite Entries, all selected athletes will be required to obtain written permission from the Team Veterinarian or Veterinary Panel prior to their selected horses being treated by any person other than the Team Veterinarian. This permission must be obtained by using the official USEF Driving Veterinary Treatment Request Form. Failure to adhere to this policy and/or the directive of the Team Veterinarian as outlined on the USEF Driving 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, by recommendation of the Team Veterinarian and with the approval of the USEF DSC and the USEF BOD or Ad hoc.
5. **Medical Request:** In the event of illness or injury, applicants may be required to submit to a medical examination by physician(s) approved by the USEF IDC 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 recommendation of the USEF approved physician(s) and with the approval of the USEF DSC and the USEF BOD or Ad hoc. Following the examination, should the USEF approved physician(s) find the applicant unfit to compete, the applicant will be removed from the selection process with the approval of the USEF DSC and the USEF BOD or Ad hoc.

## II. DISCRETIONARY SELECTION

- A. Rationale for Utilizing Discretionary Selection (if any): Discretionary selection is used to field the best team possible for the Event; Applicants willingly submit themselves to this subjective process.
- B. Discretionary criteria and explain how it will be used: See section I.E.
- C. Discretionary Selection Committees:
  1. **Names of the committee(s) that will be responsible for discretionary selection.**
    - a. USEF Selection Committee
    - b. USEF Driving Team Coach
    - c. USEF Driving Veterinary Panel
    - d. USEF Driving Sport Committee
    - e. USEF Board of Directors or Ad Hoc Selection Group
  2. **Complete list of the members of the committee(s), their titles & their NGB role that qualifies them to serve in this capacity:** See [www.usef.org](http://www.usef.org) for a list of USEF Committee members & their roles.

Five (5) individuals (the "Selectors") will be appointed by the IDC upon the recommendation of the USEF 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 and 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, including a minimum of one Driving Eligible Athlete Representative as defined by the USOC (See Definitions on page 10) but who is not an applicant for the Team (the "Eligible Athlete Representative Selector").

In making their decision, the Selectors will consult with the USEF Coach and a majority of three (3) Veterinarians recommended by the USEF DSC and approved by the USEF IDC.

A minimum of one (1) Replacement Selector will also be named. A Replacement 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 the Selectors.

### **III. REMOVAL OF ATHLETES**

#### **A. Reasons & Procedures to remove an athlete from FEI Nominated Entries:**

1. Voluntary withdrawal: An athlete must submit a written letter to the USEF Chief Executive Officer (cc: Director of Driving).
2. 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.
3. Violation of the USEF's Code of Conduct.
4. Failure of the horse owner to sign the Horse Loan Agreement.
5. Injury or illness of the horse(s) as determined by the Team Veterinarian and/or Veterinary Panel. If an athlete and/or horse owner refuse to have the horse examined by the Team Veterinarian and/or Veterinary Panel, the injury or illness will be assumed to be disabling and the horse may be removed.
6. 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 Selectors.
7. Detection of a prohibited substance in the horse.
8. 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.
9. Failure to comply with a request of the Team Veterinarian and/or member of the Veterinary Panel or failure to adhere to the USEF Driving Veterinary Treatment Request Form protocols.
10. Failure to adhere to the agreed upon plans and/or directive of the Chef d'Equipe.
11. Failure to comply with the USEF Safe Sport Policy.

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.

An athlete removed from the FEI Nominated Entries pursuant to this provision has the right to a hearing per the USEF's Bylaws & Rules (Article 703 & GR 605).

#### **B. Reasons & Procedures to remove an athlete from FEI Definite Entries or Team:**

1. Voluntary withdrawal: An athlete must submit a written letter to the USEF Chief Executive Officer (cc: Director of Driving).
2. Violation of WADA, FEI, USEF, and/or USADA anti-doping protocol, policies and procedures.
3. Injury or illness as certified by a USEF approved physician (or medical staff).
4. Injury or illness of the horse(s) as determined by a majority of the Veterinary Panel and/or Team Veterinarian.
5. Violation of the USEF Code of Conduct.
6. Failure to comply with the USEF Safe Sport Policy.
7. Failure to adhere to the agreed upon plans and/or directive of the Chef d'Equipe.

### **IV. SUBSTITUTION / REPLACEMENT OF ATHLETES & HORSES**

#### **A. Identifying the pool of athletes and horses with which to substitute or replace:**

The FEI Nominated Entries will comprise the pool of substitutes/replacements for athlete and/or horse combinations.

#### **B. Substitution/Replacement athletes and horses will be selected, should a vacancy occur, according to the following method:**

1. **Prior to acceptance of FEI Nominated Entry:**

Once the Short List/FEI Nominated Entry for the event has been announced and prior to the submission of the FEI Nominated Entry (no later than **TBD**), Short/FEI Nominated Entry athlete/horse combinations may be substituted in accordance with the process cited in Section I.E.1-3 above. Any substitution other than voluntary withdrawal must be upon the recommendation of the Selectors, in consultation with the Chef d'Equipe and Team Coach, and subject to the approval of the DSC, and the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. Any substitution for Veterinary reasons other than voluntary withdrawal must have the approval of the Team Veterinarian and when appropriate the Veterinary Panel. Any substitutions for medical reasons other than voluntary withdrawal must be documented by a physician(s) who is approved by the USEF.

2. **Prior to the closing date for FEI Definite Entry:**

Once the Team and Individual(s), if any, have been announced and prior to the closing date of the FEI Definite Entry, Team members may be replaced with an athlete/horse combination on the FEI Nominated Entry for reasons set forth in Section III.B. Replacements may only be made by recommendation of the Chef d'Equipe and Team Coach, with approval of the Selectors, and in accordance with the FEI Regulations for Driving Events and/or for reasons set forth in Section III.B. and subject to approval by the USEF Team Leader. To fill openings, if they occur, the Chef d'Equipe and Team Coach, in consultation with the Selectors and Team Veterinarian will evaluate the athletes and horses named to the Team and the FEI Nominated Entry and may recommend that a replacement be made. The Chef d'Equipe, Team Coach, and Selectors when evaluating athletes and horses will base their evaluations on the factors outlined in Section I.E.1-3. Any substitution for veterinary reasons other than voluntary withdrawal must have the approval of the Team Veterinarian and when appropriate the Veterinary Panel. Any substitution for medical reasons other than voluntary withdrawal must be documented by a physician(s) approved by the USEF.

3. **After acceptance of FEI Definite Entry and up to two (2) hours prior to the Horse Inspection:**

After acceptance of the FEI Definite Entry and until two (2) hours before the First Horse Inspection unless an earlier date is specified in the Approved FEI Schedule or is required due to logistical restrictions (this date will be communicated to all athletes named to the FEI Nominated Entry), USEF has the ability to replace athletes and/or horses on the FEI Definite Entry for reasons set forth in Section III.B. During this time period, Team members may only be replaced with an athlete/horse combination from the FEI Nominated Entry. However, the reason for a substitution must only be because either, the athlete is unfit to compete due to injury or illness or there is a strong veterinary case for substitution or the performance of the Team member has dropped off to such an extent that for the success of the Team a substitution is necessary. The latter situation will almost certainly occur as a result of a veterinary problem which it may or may not be possible to define given the time/resources available at the time. Replacements may only be made by recommendation of the Chef d'Equipe and Team Coach, with approval of the USEF Team Leader, and in accordance with the FEI Driving Regulations or for seasons set forth in Section III.B. Any replacement for veterinary reasons must be upon the recommendation of the Chef d'Equipe and Team Coach, and must also have the approval of the Team Veterinarian. Any replacement for medical reasons must be documented by a physician(s) physically present at the Event venue who is approved by the USEF.

C. **Groups or Committees responsible for determining substitutions/replacements:**

1. **Group or Committee who determines the substitution/replacement pool:** USEF Driving Selection Committee, USEF Team Veterinarian, DSC, USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

2. **Group or Committee who determines a substitution/replacement to the team:**

- a. **Prior to acceptance of the FEI Nominated Entry:** USEF Driving Selection Committee, USEF Team Veterinarian, DSC, USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
- b. **Prior to acceptance of the FEI Definite Entry:** By the USEF Team Leader, USEF Driving Selection Committee, Chef d'Equipe, and Team Veterinarian



- c. **After acceptance of the FEI Definite Entry and up to two (2) hours prior to the Horse Inspection (or earlier date if determined):** By the USEF Team Leader, Chef d'Equipe, Team Coach, and Team Veterinarian.

Substitutions/Replacement <b>before</b> Nominated Entry ↓	Substitution/Replacement <b>before</b> Definite Entry ↓	Substitution/Replacement before Declaration of Starters ↓
<ul style="list-style-type: none"> <li>➤ USEF Selection Committee</li> <li>➤ Driving Sport Committee</li> <li>➤ Team Vet/Veterinary Panel</li> <li>➤ USEF Board of Directors (or Ad Hoc Selection Group)</li> </ul>	<ul style="list-style-type: none"> <li>➤ USEF Team Leader</li> <li>➤ USEF Team Coach</li> <li>➤ USEF Selection Committee</li> <li>➤ Chef d'Equipe</li> <li>➤ Team Vet/Veterinary Panel</li> </ul>	<ul style="list-style-type: none"> <li>➤ USEF Team Leader</li> <li>➤ USEF Team Coach</li> <li>➤ Chef d'Equipe</li> <li>➤ Team Vet/Veterinary Panel</li> </ul>
*Any Substitutions for Medical reasons: Documentation required from USEF approved physician(s).		

## V. 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.

## VI. REQUIRED DOCUMENTS

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

- a. **Application**
- b. **Horse Loan Agreement**
- c. **USEF Code of Conduct**
- d. **USEF Release, Assumption of Risk, Waiver & Indemnification**

Applicants 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 that they understand those documents and agree to be bound by them.

In addition, all persons participating in any decision made pursuant to the Selection Procedures including but not limited to the Selectors, members of the Veterinary Panel, Physicians, members of the USEF DSC, IDC, and the USEF BOD or Ad hoc will be required to abide by the USEF Code of Ethics and Conflict of Interest Policies.

## VII. ADDITIONAL DOCUMENTS

Athletes will be required to read and sign the USEF Athlete Agreement to be considered for Selection.

## VIII. PUBLICITY/DISTRIBUTION OF PROCEDURES

The USEF approved Selection Procedures (complete & unaltered) will be posted/published by the USEF in the following location and will include the USEF approval date, when known:

- **USEF website:** [www.usef.org/compete/disciplines/combined-driving](http://www.usef.org/compete/disciplines/combined-driving)  
*Procedures will be posted no sooner than 5 business days after USEF Approval*
- **Other:** Upon request, the Selection Procedures and Application packet can be available by mail

## IX. DATE OF NOMINATION

The FEI Nominated Entries will be submitted to the FEI no later than the Nominated Entry date declared on the approved FEI Schedule for the Event. *Date TBD, typically 4-6 weeks before the Event.*

## X. MANDATORY TRAINING AND/OR COMPETITION

It is tentatively planned that the final preparation for the Event will consist of European Training and/or Competitions. The relevant location, dates and additional details will be communicated to the athletes no later than 30 days before the first day of training and/or competition.

**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 the WADA, FEI, and/or USADA Rules, if applicable.

**XII. DEVELOPMENT OF SELECTION PROCEDURES**

The following Committee was responsible for creating these Selection Procedures:  
DSC (with notification sent to the IDC).

**XIII. USEF BYLAWS AND GRIEVANCE PROCEDURES**

The USEF Bylaws can be found on USEF's website: [www.usef.org/about-us](http://www.usef.org/about-us)  
References to the grievance process can be found in Park VII, Bylaw 701 – 706.

**XIV. 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 USEF.

**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 (719) 866-5000 / (888) ATHLETE or 888-284-5383  
[Kacie.Wallace@USOC.org](mailto:Kacie.Wallace@USOC.org) / [www.athleteombudsman.org](http://www.athleteombudsman.org)

**XVI. FUNDING DISCLAIMER**



Selection to the Team does not guarantee that funds will be available to send a Team.

**XVII. DISCLAIMER**

Reference the following documents: USEF Release, Assumption of Risk, Waiver and Indemnification.

**XVIII. SIGNATURES OF THE NATIONAL GOVERNING BODY: USEF**

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 S. Kessler		11/14/17
USEF Director of Driving	Danielle Aamodt		11/8/17

Any questions regarding these Selection Procedures should be addressed to the USEF Director of Driving, Danielle Aamodt: United States Equestrian Federation, 4047 Iron Works Parkway, Lexington, KY 40511,  
[Daamodt@usef.org](mailto:Daamodt@usef.org) or 859-225-2077.

**DEFINITIONS:**

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

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

**USEF International Disciplines Council (“IDC”)**—a quorum of the current USEF International Disciplines Council, which is published on [www.usef.org](http://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](http://www.usef.org)

**The Veterinary Panel**—consisting of at least three (3) Veterinarians, including the Team Veterinarian, all approved the by the IDC.

**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/horse combination(s) have successfully met the challenges of FEI international events & perform under pressure.

**Substitute Athlete**—Replacing an athlete/horse combination after the FEI Definite Entries have been submitted.

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