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**CHAPTER 10 LICENSED OFFICIALS****SUBCHAPTER 10-A LICENSED OFFICIALS COMMITTEE****GR1001 Duties**

The Federation will act upon every completed application for enrollment, annual renewal, promotion, recommendation to the FEI, and change of status of judges, course designers, stewards and technical delegates. The Federation will issue an official's card to each approved applicant. Cards are valid for the current competition year only. Decisions of the Licensed Officials Committee are subject to the approval of the Federation.

**GR1002 Applications**

1. The Committee will carefully review all applications, solicit confidential evaluations from the appropriate Breed/ Discipline Committee members and others as it may elect as provided in Chapter 10, Subchapter 10-I, including names furnished by the applicant, and consider returned questionnaires, competition reports, any letters received regarding the applicant and other relevant information submitted to the Committee. For all applicants, the Committee will request and give due consideration to recommendations received from Recognized National and FEI Affiliates before granting a new license or promotion. All such submissions shall be strictly confidential, shall not be subject to examination by the applicant, and shall be made available only to Committee members and staff. All applicants specifically waive their rights to examine such submissions. Following careful and thorough consideration of an application along with all materials received relating to it, the Committee may at its discretion deny a license for reasons above and beyond the minimum licensing requirements. In reviewing the application, the Committee will consider concerns regarding division knowledge, professionalism and decorum, skill development, experience, requisite skills or lack of support.
2. The Committee may in its discretion revoke a current license, place a license on probationary status, reduce a license by one level, temporarily suspend, or refuse to renew an official's license at its expiration following a hearing on at least ten days written notice to the official in question who shall have the right to appear, to be represented, and to bring witnesses. The Committee shall issue its written ruling specifying the substance of the Committee's reasons for said decision without breaching the confidentiality of any of the foregoing submissions.
3. The Committee at its discretion may reinstate an official who has allowed his/her license to lapse for one year or may require him/her to reapply.
4. All applications whether for initial enrollment, renewal, promotion, or for change of status or recommendation to the FEI shall contain a statement to be signed by the applicant, indicating that the applicant waives his/her right to review confidential submissions and the file, and has read and understands the rules governing the application process, and agrees to be bound thereby.

**GR1003 Review**

1. Any person whose application for enrollment, renewal, promotion or change of status or for recommendation to the FEI has been denied or whose license has been revoked, placed on probationary status, reduced by one level or temporarily suspended may request a review by the Licensed Officials Committee to reconsider the decision. The request must be in writing and mailed to the Licensed Officials Committee within 30 days from receipt of the written ruling of the Committee sought to be reconsidered and accompanied by a check for \$300 payable to The Federation, which is non-refundable.
2. The review shall be after ten (10) days written notice to all parties concerned. The notice shall contain a brief statement of the facts supporting the position of the Licensed Officials Committee and shall specify the time and place at which the review is to be held. The person requesting the review may attend and may bring witnesses, sworn statements or other evidence on his/her behalf. Upon the written request of a representative of the Licensed Officials

Committee or the person requesting the review, there shall be furnished before the Committee any evidence to be introduced, the names of witnesses and the substances of their testimony; however, all confidential submissions received by the Committee shall be maintained as confidential and shall not be provided to the applicant.

3. Following an adverse decision by the Licensed Officials Committee with regard to a non-renewal or revocation only, an applicant may request the Hearing Committee to review the decision or to consider a hearing de novo, provided such application is made in writing within 20 days of receipt of the Licensed Officials Committee decision, and provided a nonrefundable fee of \$500 payable to The Federation accompanies the application. The Hearing Committee may review the decision, or in its discretion, hold a new hearing. In either case, both the applicant and the Licensed Officials Committee shall be parties to the proceeding and shall have the right to make written submissions, be represented by counsel, and in the event of a hearing, to appear in person and present or cross-examine witnesses.

## **SUBCHAPTER 10-B GENERAL RULES AND FEES**

### **GR1004 General**

1. With the exception of those who have been issued Guest and/or Special Cards (see GR1009, GR1010, and GR1015), only licensed officials in good standing may officiate at Licensed Competitions in those divisions covered by the rules and specifications of the current Rule Book.
  - a. Unless stated otherwise, judges in the following classes are not required to be licensed by the Federation nor is the competition required to obtain a guest card for the judge:
    1. Exhibition classes for Breed, hunter, jumper or Western.
    2. Opportunity Classes, with the exception of Dressage which must be judged by licensed Dressage judges.
    3. "On the Rail" Opportunity classes may be judged in Western Dressage as in paragraph a. above. All other classes in the Western Dressage Division must be judged by either licensed Dressage judges or licensed Western Dressage judges. *BOD 1/14/17 Effective 12/1/17*
    4. Academy Classes, with the exception of Dressage which must be judged by licensed Dressage judges.
2. All national level and Federation FEI officials must be Senior Active Members, 21 years of age or over. (Exception: *Apprentice judges* must be 21 years of age or over. Federation C1 Stewards and judges in the Paso Fino Division must be at least 25 years of age.)
3. Any USEF member who is a U.S. citizen holding a FEI license for which there is a comparable national level license must maintain the national level license with the Federation (Exception: Jumper Judges, Jumper Course Designers, and Stewards). If the national license is not properly maintained, this in itself shall be deemed sufficient basis for the Federation to recommend to the FEI that the individual be removed from the FEI list of officials.
4. A judge licensed in a division restricted to one breed may judge all classes restricted to entries of that breed even though he may not be licensed in the divisions for all types of classes offered. Exceptions:
  - a. A licensed Dressage judge must judge Dressage classes.
  - b. Sport Horse classes in the Arabian, Half-Arabian and Anglo/Arabian Division are to be judged by Federation/ Equestrian Canada judges licensed in Dressage Sport Horse Breeding, Hunter Breeding, Dressage, Hunter or Jumper divisions; no guest card will be required.
  - c. For Carriage Pleasure Driving divisions, see CP201.
  - d. Refer to GR1004.17 for Western Dressage.
5. Judges licensed for the Andalusian/Lusitano, Dressage and Dressage Sport Horse Breeding divisions may adjudicate Andalusian/Lusitano Dressage Sport Horse in Hand classes. A licensed Dressage Sport Horse Breeding or Dressage judge is required at the IALHA National Championship competition. A Technical Delegate is not required. *BOD 11/13/17 Effective 12/1/17*
6. Judges licensed in the Hackney Pony Division can judge Shetland Pony and Roadster Pony classes.

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7. Registered Hunter judges can officiate in “A” rated Welsh Pony Hunter classes and “B” and “C” rated Welsh Pleasure classes. Registered Hunter judges may officiate a maximum of two times in “A” rated Welsh Pleasure classes.
8. Judges licensed by the FEI are eligible to officiate in Federation Licensed Competitions in the division in which they are Internationally licensed (except in Vaulting.) However, foreign FEI 2\* Dressage Judges are eligible to judge only through the Prix St. Georges level.
9. In competitions restricted to entries of one breed, (i.e. Arabian, Morgan, Friesian), a judge licensed in a specific division (i.e. Hunter, Saddle Seat Equitation, Reining) may officiate the sections at that competition in which he/she is licensed. In this case a guest card is not required, nor is a Special Judges card required for recorded judges licensed in a specific division in order to judge these classes.
10. Judges licensed in the Western Division are eligible to officiate Reining classes in breed restricted competitions, provided the Reining Division is not USA Reining approved.
11. Judges licensed in the American Saddlebred division will officiate in the Parade division.
12. Judges licensed in the Hunter division or the Hunter Breeding Division are eligible to officiate in the Pony Hunter Breeding division.
13. Connemara classes shall be judged by a judge licensed in Connemara, Dressage Sport Horse Breeding or Hunter Breeding Divisions.
14. Judges licensed by the ADS in Pleasure Driving are eligible to officiate any level Carriage Pleasure Driving classes at Federation licensed competitions. A Guest Judge card is required. Restrictions of GR1001 must be met by any ‘r’ ADS judge obtaining a guest card.
15. Judges licensed in any breed that includes a Saddle Seat or English Pleasure section are eligible to officiate English Pleasure Saddle Seat classes. Judges licensed in Hunter or any breed that includes a Hunter Pleasure section are eligible to officiate English Pleasure Hunter Seat classes. Judges licensed in any breed that includes a Pleasure Driving section are eligible to officiate English Pleasure Driving classes.
16. Judges approved by USA Reining are eligible to officiate Reining classes at the following levels of Federation licensed competitions:
  - a. ‘R’ Judges are those approved by USA Reining to officiate at any level of Reining competition and must be a current FEI, USEF or NRHA licensed judge;
  - b. ‘r’ Judges are those approved by USA Reining to officiate Reining classes at breed restricted competitions that do not include a USEF or FEI Reining division;
  - c. A Guest Judge card is required if the judge is not on the list of current USEF Reining judges.
17. A licensed Dressage or Western Dressage judge must judge Western Dressage classes.
  - a. licensed Dressage judge may officiate all levels of Western Dressage classes (see also GR1006-1008 for exceptions);
  - b. a licensed ‘r’ Western Dressage judge may officiate Introductory, Basic and First levels only and Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation (see also GR1008);
  - c. a licensed ‘R’ Western Dressage judge may officiate all levels of Western Dressage classes and Suitability, Western Dressage Hack and Western Dressage Seat Equitation (see also GR1007)
  - d. Breed licensed judges are eligible to officiate Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation classes only.
18. U.S. Regional Shows, Pacific Slope Championships, East Coast Championships, East and West Canadian Breeders Championships and U. S. National Championship classes must be judged by a Registered (“R”) Arabian Division USEF judge or Senior judge in EC who is on the AHA Recognized Judges List as an accredited National/Regional judge. Exception AHA “Specialty” classes: Working Hunter, Jumper, Cutting, Dressage, Hunter/Jumping Seat Equitation, Reining, Working Cow, Reined Cow Horse, Trail, Carriage Driving and Sport Horse. Detailed specifications for these sections can be found in the AHA Handbook.

19. A judge licensed in the Arabian and/or American Saddlebred Division may officiate in the National Show Horse Division.

## **SUBCHAPTER 10-C CLASSIFICATIONS - JUDGES**

### **GR1005 General**

Licensed judges are classified as Senior, Registered, Recorded, Special, Guest and **Apprentice**. A judge will not be licensed in more than 12 divisions.

### **GR1006 Senior Judge**

Senior judge classification (S) applies to Dressage. Senior Dressage judges may officiate in all national and FEI Level Dressage classes at Federation Licensed Competitions. Senior Eventing Judges may officiate at any level of Eventing (see also EV171.1b). A Senior Dressage judge may officiate all levels of Western Dressage with the exception of Western Dressage Suitability, Western Dressage Hack, and Western Dressage Seat Equitation.

### **GR1007 Registered Judge**

1. A Registered judge (R) may officiate alone at any competition in the divisions in which he/she is Registered.
2. Registered Dressage judges may officiate in classes at Fourth Level and below except for FEI Dressage Tests for 5 and 6-year-old horses. Registered Dressage judges may officiate in FEI Junior Tests, FEI Pony Tests, FEI Childrens Tests, FEI Para-Equestrian Dressage Tests, FEI and USEF Dressage Tests for 4 year old horses, and USEF and FEI Eventing Dressage Tests at all levels. Registered Dressage judges may not officiate in any classes above Fourth Level.
3. Rated Hunter sections at Premier competitions must be judged by two Registered (R) judges.
4. A Registered Eventing judge may officiate the intermediate level and below (see also EV171.1c).
5. A Registered Dressage Judge may officiate at any level of Western Dressage with the exception of Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation classes.
6. A Registered Western Dressage Judge may officiate at any level of Western Dressage including Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation classes.

### **GR1008 Recorded Judge**

1. A Recorded judge 'r' may officiate alone or independently in the following divisions:
  - a. American Saddlebred;
  - b. Andalusian/Lusitano, except for National Championship competitions;
  - c. Arabian;
  - d. Carriage Pleasure Driving that do not exceed one day or an aggregate of eight (8) hours judging time;
  - e. Connemara;
  - f. English Pleasure, refer to GR1004 for specific licenses required to officiate this division;
  - g. Friesian;
  - h. Hackney;
  - i. Morgan;
  - j. National Show Horse;
  - k. Reining;
  - l. Roadster;
  - m. Saddle Seat Equitation, in any open division except in the USEF Saddle Seat Medal Championship/Finals;
  - n. Shetland;
  - o. Vaulting, may also be President of the Ground Jury at any Federation licensed Vaulting competition.

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2. The following divisions have specific limitations for 'r' recorded judges.

- a. Combined Driving - A 'r' recorded Combined Driving judge may officiate at any level as a member of the ground jury. The President of the Ground Jury must be a Federation 'R' Registered Combined Driving judge.
- b. Dressage - A Recorded Dressage judge may officiate at Second Level and below and may not officiate at the Third Level and above. Recorded Dressage judges may not officiate in FEI or USEF Dressage Tests for 4 and 5 year old horses or in FEI Pony Tests. Recorded Dressage judges may officiate in Eventing or FEI Para-Equestrian Dressage Tests equivalent to Second Level or below. Recorded Dressage judges may officiate in Eventing Competitions at the Intermediate Level or below.
- c. Eventing - a Recorded Eventing judge may officiate at the Preliminary level and below (see also EV171.1d).
- d. Hunter - A 'r' recorded judge may not officiate alone or independently in a 'AA' or 'A' division or section;
- e. Hunter/Jumping Seat Equitation - A 'r' recorded judge may not officiate alone or independently in **any of the following Hunter/Jumping Seat Medal classes at a National or Premier rated Hunter competition: USEF Show Jumping Talent Search class, USEF Hunter Seat Medal Class, USEF Pony Medal Class, ASPCA Horsemanship class, WIHS Equitation, WIHS Pony Equitation, National PHA Medal class, USHJA Jumping Seat Equitation class. BOD 1/14/17 Effective 12/1/17**
- f. Jumper - A 'r' recorded judge may not officiate alone or independently in a Jumper class offering more than \$2,500;
- g. Paso Fino - A 'r' recorded judge may not officiate alone or independently in an 'A' or division or section;
- h. Welsh - A 'r' recorded judge may not officiate alone or independently in a 'AA', 'A' or 'B' division or section, however a licensed Hunter judge may officiate alone in 'B' and 'C' rated Welsh Pony Hunter classes;
- i. A recorded (r) Andalusian/Lusitano judge may officiate alone in any Andalusian/Lusitano class except for National Championship competitions. **BOD 1/20/18 Effective 4/1/18**
- j. Western Dressage:
  1. A Recorded Dressage Judge may officiate at any level of Western Dressage with the exception of Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation classes.
  2. A Recorded Western Dressage judge may officiate Introductory, Basic, and First Levels only and also Western Dressage Suitability, Western Dressage Hack and Western Dressage Seat Equitation classes.

3. A Special Judge card may be accepted in any division for which a competition has requested in writing that the Federation grant a Special judge's card to a 'r' recorded judge for that particular competition and provided the Federation approves the issuance of such card. The following divisions are exceptions:

- a. Dressage;
- b. Eventing;
- c. Hunter - recorded hunter judges with Special judges' cards may not officiate alone in an 'AA' or 'A' rated hunter section;
- d. Saddle Seat Equitation - recorded Saddle Seat Equitation judges may not receive a Special judges' card to officiate the USEF Saddle Seat Medal Championship/Final.

## GR1009 Special Judge

1. A Special judge is a Senior Active Member already enrolled as a Recorded judge to whom the Licensed Officials Department may grant permission to officiate as a Registered judge in a division in which he is enrolled as a Recorded judge.
2. Such permission, which is not transferable, will be granted upon the request of a Licensed Competition for that competition only. The application must be made on the official form provided for that purpose and be accompanied by the required fee; the fee is non-refundable. The statement on the form that the competition holds itself responsible that the individual applied for is familiar with the Federation rules and is capable to adjudicate as requested must be signed by the competition manager.
3. Special cards are not issued for the Dressage or Eventing Divisions.

4. Special cards will not be issued to anyone whose application for re-enrollment, promotion or change of status has been denied by the Licensed Officials Committee for the respective license applied for.
5. Authority to act as a Special judge will not be granted to any person more than twice in a lifetime, in a particular division without the approval of the Licensed Officials Committee Chairmen or their designee, and any two members of the Licensed Officials Committee.
6. Application must be received in the Federation office at least 14 days prior to the start of the competition. In cases where special applications are received prior to the competition, but less than 14 days prior, the competition **must pay a processing fee of \$50**. If management disputes that the application was not timely filed or that the above fine is not properly owing, it may appeal in writing to the Federation within 30 days of management's receipt of the Federation's notice of fine, specifying the grounds for the appeal. The Federation's CEO or his designee, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the **fee** upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the **fee**. *BOD 1/14/17 Effective 12/1/17*
7. It is the responsibility of competition management to assure the eligibility of all judges.

### **GR1010 Guest Cards**

1. A Guest official is a Senior Active Member 21 years of age or over, not enrolled as an official in a particular division, to whom the Licensed Officials department may grant permission to officiate in that division upon the request of a Licensed Competition and for that competition only. The fee is not refundable. The application must be made on the official form provided for that purpose and must be accompanied by the required fee. The statement on the form that the competition holds itself responsible that the individual applied for is familiar with the Federation rules and is capable to adjudicate as requested must be signed by the competition manager.
2. A full membership fee is not required for Guest Cards issued for classes in which the Federation does not have division rules or license judges and the applicant is not a Federation member, provided that a Show Pass fee of **\$45** for each such guest judge accompanies the application in addition to the guest judge fee.
3. The application for a Guest Card must be received in the Federation office at least 21 days prior to the start of the competition. In cases where the Guest Card application is received prior to the competition, but less than 21 days prior, the competition **must pay a processing fee of \$50**. If management disputes that the application was not timely filed or that the above **fee** is not properly owing, it may appeal in writing to the Federation within 30 days of management's receipt of the Federation's notice of **fee**, specifying the grounds for the appeal. The Federation's CEO or his designee, a special committee appointed by the President or the Hearing Committee will consider the appeal and may waive a part or all of the **fee** upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the **fee**. *BOD 1/14/17 Effective 12/1/17*
4. It is the responsibility of competition management to assure the eligibility of all officials.
5. Guest Cards will not be issued to anyone whose application for enrollment, re-enrollment, promotion, or change of status has been denied by the Licensed Officials Committee in the respective division in which the Guest Card is applied for.
6. Guest Cards are required for officials with foreign national licenses providing they have Senior status with their own federation and are officiating in the division for which they are licensed by their federation. Exceptions: Andalusian/Lusitano: Foreign experts who are licensed or approved to judge Andalusian/Lusitano horses in their respective countries.
7. Except in the circumstances below, Guest Cards will not be granted to any person more than twice in a lifetime in a particular division without the approval of the Board of Directors.
  - a. There is no limit to the number of Guest Cards an official may receive in the following divisions:
    1. Arabian Speciality carded judges ie. Reining, Working Cow Horse, Trail.



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2. Judges for the USEF Show Jumping Talent Search Finals, USEF Hunter Seat Medal Finals, ASPCA Maclay Finals, and/or WIHS Finals.
3. Carriage Pleasure Driving Judges approved by Foreign National Driving Societies.
4. Saddle Seat Equitation: See GR1010.29.c.
5. Dressage: Retired foreign FEI Dressage judges at the Dressage level in which he/she had been eligible to officiate. However, retired foreign FEI 2\* Dressage judges are eligible to judge only through the Prix St. Georges level.
6. Foreign experts in the Andalusian/Lusitano, Arabian and Friesian divisions.
7. Classes recognized by a national breed or discipline association and for which the Federation has no division rules and does not license judges. *BOD 1/14/17 Effective 12/1/17*
- b. The following divisions have limits other than a maximum of twice in a lifetime:
  3. Hunter Breeding: See GR1010.20.b and .c.
  4. Friesian - Four Guest Cards may be granted in a lifetime (Exception: foreign experts).
5. Roadster - Three Guest Cards may be granted in a lifetime.
8. Guest Cards are not required in the following circumstances:
  - a. FEI officials providing they are officiating in the discipline for which they are licensed by the FEI. (For Dressage see GR1010.8.b and GR1010.12).
  - b. Dressage- An FEI licensed Dressage Judge judging at any level at a Federation licensed competition. Foreign FEI 2\* Dressage Judges are not required to have a Guest Card however, they are only eligible to judge through the Prix St. Georges level.
  - c. Connemara - A Guest Card is not required for Dressage Sport Horse Breeding or Hunter Breeding Divisions if judged by a Federation licensed judge, see GR1004.11.
  - d. Hunter- Senior Hunter Course Designers licensed by Equestrian Canada in the Hunter divisions at Federation competitions.
  - e. Jumper – See GR1010.22.
  - f. Saddle Seat Equitation – See GR1010.29.c.
  - g. Vaulting – See GR1010.31.
9. Andalusian/Lusitano: Guest Judges are permitted at Andalusian/Lusitano competitions. See GR1010.6
10. Arabian
  - a. Breeding/gelding in-hand - Guest cards will only be granted to foreign breeding experts and/or those holding a Speciality Card with the Arabian Horse Association. A list of foreign experts will be maintained by the Federation Licensed Officials Department.
  - b. Pleasure Driving - An ADS Pleasure Driving judge may officiate alone in Arabian Carriage Pleasure Driving classes at an Arabian competition. A Guest Card is required.
  - c. Reining – Judges licensed by the National Reining Horse Association (NRHA) and/or the National Reined Cow Horse Association (NRCHA) and/or those holding a Speciality Card with the Arabian Horse Association may officiate in Reining.
  - d. Trail- Experienced National Reining Horse Association (NRHA), National Reined Cow Horse Association (NRCHA) judges licensed in another breed (i.e. AQHA, APHA, ApHC, etc.) and/or those holding a Speciality Card with the Arabian Horse Association are allowed a Guest Card. Guest Cards are not required for Trail Course Designers (see AR219).
  - e. Working/Reined Cow Horse Classes- Experienced National Reining Horse Association (NRHA), National Reined Cow Horse Association (NRCHA) judges licensed in another breed (i.e. AQHA, APHA, ApHC, etc.) and/or those holding a Speciality Card with the Arabian Horse Association are allowed a Guest Card.
  - f. Guest Judges may serve on a multiple judge working western panel.

11. Connemara: Guest Judges must have approved status from the American Connemara Pony Society to officiate in any class in the Connemara division at regular or local competitions with a Guest Card.
12. Dressage: Guest Cards will only be issued to retired, foreign FEI Dressage judges or currently licensed judges with Senior Dressage status with another nation; they may officiate alone (See GR1010.8.a.&b.). Guest cards for Dressage Technical Delegates are not allowed.
13. Dressage Sport Horse Breeding: Guest Cards will **not be allowed**. *BOD 1/14/17 Effective 12/1/17*
14. Driving
  - a. Carriage Pleasure Driving:
    1. Judges: must be a Federation licensed judge with experience in judging carriage driving
    2. The following may officiate as Guest Judges:
      - a. American Driving Society (ADS) Pleasure Driving Judges, see CP201.
      - b. Judges approved by foreign national driving societies; Guest Card limitations do not apply.
      - c. Technical Delegates: must be chosen from American Driving Society (ADS) Combined Driving or Pleasure Driving Technical Delegates.
    3. Coaching: See CP301
    4. Driven Dressage: See CP524 and CP525
  - b. Combined Driving
    1. Judges: from another country or American Driving Society (ADS) may be approved for a Guest Judge card, see DC987.
    2. Technical Delegate: must be chosen from a list of Registered American Driving Society (ADS) technical delegates.
15. English Pleasure: allows guest judges to officiate alone at any competition.
16. Eventing: Issued only to those judges with **who are licensed to an equivalent level** with another nation.
17. Friesian: **A Guest Judge may officiate alone in the Friesian division provided the judge is Federation licensed in at least one other recognized breed division.** Guest judges **are prohibited from officiating at Regional or National competitions.** *BOD 1/14/17 Effective 12/1/17*
18. Hackney: Guest Judges may officiate alone in the Hackney division provided the judge is USEF licensed in at least one other recognized breed division. In Hackney Pony classes, one Guest judge on a multiple judge panel is permitted.
19. Hunter: A guest judge may not officiate in any "AA", "A" or "B" rated divisions or sections.
20. Hunter Breeding: Guest Cards will only be permitted in the following circumstances:
  - a. Judges currently holding an "R" or "r" Hunter license (See GR1010.7.b.i).
  - b. Registered (R) or recorded (r) Hunter judges may receive three Hunter Breeding Guest Cards per year.
  - c. If a judge receives a Hunter Breeding Guest Card three times in one year, the Guest Cards must be used in at least two different Zones.
  - d. If a competition has 15 or more aggregate entries in the Hunter Breeding Section the previous year, they are ineligible to apply for a Guest Card and must have a judge(s) who holds a Hunter Breeding License.
21. Hunter/Jumping Seat Equitation:
  - a. A Guest Judge may not officiate at any national or regional Hunter/Jumping Seat Equitation Finals. The following are exceptions:
    1. USEF Show Jumping Talent Search Class/Finals, see EQ110.9.i
    2. USEF Hunter Seat Medal Finals, see EQ110.5.d.5
    3. WIHS Equitation Finals, see EQ110.10
    4. ASPCA Maclay Finals, see EQ110.8.
  - b. Guest judges may not officiate alone in any Federation Medal class.

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22. Jumper: Guest Cards are not allowed in any division offering over \$2,500.
23. Morgan:
  - a. Guest Judges may officiate alone in the Morgan division provided the judge is USEF licensed in at least one other recognized breed division. One Guest judge is allowed on a three-judge panel and may serve as a call judge provided he is licensed in at least one other division.
  - b. Reining – Judges licensed by the National Reining Horse Association (NRHA) may officiate in Reining. A Guest Card is required.
24. National Show Horse: Guest Judges may officiate alone. Two Guest judges are allowed on a Three-judge panel, provided the judge is licensed in at least one other division. Either Guest Judge may serve as a call judge. Under this exception only, a judge may apply his/her Guest Card towards his/her **apprentice** judging requirements.
25. Paso Fino: Guest Judges may officiate with a Federation Licensed Paso Fino Registered “R” judge in any “B”, “C”, or Local rated competition. If competition is a multi-breed competition, a Guest Judge may officiate alone.
26. Reining: Guest Cards may be given to Judges approved by the USA Reining and who are not current USEF Reining, Western or FEI Reining judges. They may officiate in Reining classes at any Regular or Local competition.
27. Roadster: Guest Judges may officiate alone in the Roadster division; one Guest Judge is allowed on a multiple judge panel.
28. American Saddlebred: Guest Judges may officiate alone in the American Saddlebred division provided the judge is USEF licensed in at least one other recognized breed division. One Guest judge is allowed on a multiple judge panel.
29. Saddle Seat Equitation:
  - a. A Guest Judge may not officiate at any national or regional Equitation Finals. However, one Guest Judge is permitted on a multi judge panel.
  - b. A Guest Judge may not officiate alone in any Federation Medal Class. Federation Arabian or Morgan licensed officials may officiate alone in the qualifying classes for the USEF Saddle Seat Medal and USEF Saddle Seat Adult Amateur Medal without a guest card.
  - c. Any individual currently licensed by Equestrian Canada or the Riding Horse Judges Association of South Africa, as a Senior Saddle Seat Equitation judge shall automatically be eligible to officiate in the Saddle Seat division for the US Saddle Seat World Cup Trials, US Saddle Seat hosted Invitationals, and the Saddle Seat World Cup Competition hosted in US, without either an application or the fee required for a Guest Saddle Seat Equitation Judge’s Card. There is no limit on the number of times that such an individual may officiate.
30. Shetland: Guest Judges may officiate alone.
31. Vaulting: Guest cards are not allowed.
32. Welsh: Guest Judges must have approved status from the Welsh Pony and Cob Society of America to officiate in any class in the Welsh division at regular or local competitions with a guest card.
33. Western Seat Equitation or Western:
  - a. A Guest Judge may not officiate at any national or regional Equitation Finals.
  - b. A Guest Judge may not officiate alone in any Federation Medal Class.
  - c. Guest Cards may be issued to national breed association judges at Federation licensed Open Western Competitions (Maximum of two competitions in a lifetime). A maximum of two Guest Judges are permitted to officiate in an “A” rated competition.

## GR1011 Apprentice Judge

1. An **Apprentice Judge shall be a Senior Active Member who is at least 21 years of age. Information on apprenticing procedure for each license is located in the respective requirement documents provided by the Federation.**

An Apprentice Judge shall request approval prior to apprenticing from the Licensed Competition first followed by approval by the licensed official with whom he will be apprenticing.

2. Apprenticing restrictions at competitions:
  - a. Apprenticing is limited to one Apprentice per ring. Exception: Dressage, Western Dressage, and Eventing.
  - b. Licensed officials are limited to one Apprentice at any one time. Exception: Dressage and Western Dressage Group Apprenticing, Eventing Cross-Country and Jumping Tests.
3. Apprentice judging in Opportunity or Exhibition classes does not count toward licensing requirements. Exception: Dressage Opportunity classes.
4. The Licensed Competition may request additional specific information about an individual's experience before accepting him as an Apprentice.
5. There is no limit to the number of times a person may apprentice. When apprenticing as a judge, an Apprentice should use a scorecard to evaluate the various entries. Apprentices work under the direction of the Licensed Official with whom they are apprenticing, but do not possess any authority.
6. In order for any apprenticeship experience to count towards an application, the respective Apprentice Evaluation Form must be submitted to the Licensed Officials Department directly from the licensed official with whom the Apprentice worked.
7. Apprentice Judge Cards
  - a. The following breeds/disciplines require an Apprentice Judge Card Application, including processing fee, to be pre-approved by the Federation:
    1. Andalusian/Lusitano
    2. Arabian
    3. Connemara
    4. Friesian
    5. Hackney
    6. Morgan
    7. National Show Horse
    8. Paso Fino
    9. Reining
    10. Roadster
    11. American Saddlebred
    12. Saddle Seat Equitation
    13. Shetland
    14. Welsh
    15. Western
  - b. The fee is not refundable.
  - c. The Apprentice Judge Card Application must be made on the official form provided by the Federation and must be accompanied by the required fee. An Apprentice judge must obtain permission from the Licensed Competition first followed by approval by the licensed official with whom he will be officiating.
  - d. An approved application is limited to that Licensed Competition and must be submitted prior to the start date of the competition to receive credit.
8. The remaining breeds/disciplines do not require an Apprentice Judge Card Application and simply require pre-approval from the Licensed Competition and the licensed official with whom the applicant intends to apprentice.
9. Conflict of Interest
  - a. An individual shall not apprentice in a licensed competition where a family member, cohabitant, companion, domestic partner, housemate, member of the 's household, client, employer or employee is competing. Any violation of this rule will lead to the apprenticing experience not counting towards licensing requirements. Apprenticing

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experience completed in violation of this rule will be considered an extra apprentice experience.

- b. An individual cannot compete in the same competition at which they apprentice. *BOD 1/14/17 Effective 12/1/17*

## SUBCHAPTER 10-D CLASSIFICATIONS - STEWARDS

### GR1012 General

1. Licensed stewards are licensed by the Licensed Officials Committee as Registered, Recorded, and Special, in either one or both of the following Categories.
  - a. Category 1 (C1) Steward is licensed to officiate the following specialized Divisions and Sections: Hunter, Hunter Breeding, Hunter/Jumping Seat Equitation, Jumper, Welsh, Connemara, and English Pleasure.
    1. Any steward officiating USEF Open (not restricted to a breed) hunter and/or jumper classes must be a Senior Active member in good standing of the United States Hunter Jumper Association, Inc.
  - b. Category 2 (C2) Steward is licensed to officiate the following specialized Divisions and Sections: Andalusian/Lusitano, Arabian, Connemara, English Pleasure, Friesian, Hackney Harness, Morgan, National Show Horse, Parade, Paso Fino, Reining, Roadster, American Saddlebred, Saddle Seat Equitation, Shetland, Western/Reining Seat Equitation, Welsh, Western Dressage and Western.
2. A Category 1 or Category 2 steward is entitled to officiate in only the corresponding divisions and sections of the license category listed above.

### GR1013 Registered Steward

1. A Registered (R) Category 1 or Category 2 steward is an individual so classified by the Licensed Officials Committee.
2. The Registered Category 1 or Category 2 steward is entitled to officiate alone unless the competition requires more than one steward.

### GR1014 Recorded Steward

1. A Recorded (r) Category 1 or Category 2 steward is an individual so classified by the Licensed Officials Committee.
2. A Recorded Category 1 steward may not officiate alone in any National, Premier, or Special Event or in a Jumper division at competitions above Jumper Level 2 rating. A minimum of one Registered 'R' C1 Steward must officiate.
3. If a Licensed Competition requests in writing that the Federation grant a Special Steward's card for that particular competition and provided the Federation approves the issuance of such card, a Recorded Category 1 steward may officiate alone in a National competition. (See Special Steward Rules in Chapter 10).
4. A Recorded Category 2 steward may officiate alone in any of the specialized Divisions and Sections covered by Category 2 stewards as outlined in Subchapter 10-D-General Rules. Exception: Regional and National Arabian, Morgan, Andalusian/Lusitano and Friesian competitions and National Show Horse Finals must have a minimum of one Registered 'R' Stewards officiating the entire event. *BOD 1/14/17 Effective 12/1/17*

### GR1015 Special Steward

1. A Special Category 1 steward is an individual already enrolled as a Recorded 'r' Category 1 steward, to whom the Licensed Officials Department has granted permission to officiate as a Registered 'R' steward at a National competition.
  - a. Such permission, which is not transferable, shall be granted upon request of a particular Licensed Competition for that competition only.
  - b. The application must be made on the official form provided and be accompanied by the required fee. The statement on the form that the competition holds itself responsible that the individual applied for is familiar with the Federation rules and is capable to officiate as requested, must be signed by the competition manager.

Application must be received in the Federation office at least 21 days prior to the competition.

- c. Special cards will not be issued to anyone whose application for re-enrollment, promotion or change of status has been denied by the Licensed Officials Committee for the respective license applied for.
- d. Authority to act as a Special Steward will not be granted to any person more than twice in a lifetime, in a particular division without the approval of the Licensed Officials Committee Chairmen or their designee, and any two members of the Licensed Officials Committee.
- e. In cases where the special applications are received prior to the competition, but less than 21 days prior, the competition **must pay a processing fee of \$50. BOD 1/14/17 Effective 12/1/17**
- f. If management disputes that the application was not timely filed or that the above fine is not properly owing, it may appeal in writing to the Federation within 30 days of management's receipt of the Federation's notice of fine, specifying the grounds for the appeal. The Federation's CEO or his designee, a special committee appointed by the president or the Hearing Committee will consider the appeal and may waive a part or all of the fine upon a finding of good cause why the application was not timely filed and/or a finding that extreme hardship results from the automatic penalty.
- g. It is the responsibility of competition management to assure the eligibility of all stewards.

**2. Special Steward Cards for Category 2 stewards are prohibited; a Registered Category 2 steward must officiate as required per the Recorded Steward rules in Chapter 10. BOD 1/14/17 Effective 12/1/17**

## **SUBCHAPTER 10-E CLASSIFICATIONS - TECHNICAL DELEGATES**

### **GR1016 General**

1. Licensed technical delegates are licensed by the Licensed Officials Committee as Registered or recorded in Dressage, Eventing, Vaulting, Carriage Pleasure Driving, and Combined Driving.
2. Only licensed technical delegates in good standing may officiate at Licensed Eventing, Driving or Dressage Competitions.

### **GR1017 Registered Technical Delegates - Eventing and Dressage**

1. A Senior (S) Eventing Technical Delegate is entitled to officiate alone in any division at any level of Eventing. A Registered (R) Eventing Technical Delegate is entitled to officiate alone at the Intermediate Level and below (see also EV173.1a).
2. A Registered Dressage Technical Delegate must officiate at Level 4 and Level 5 Dressage Competitions. A Registered Dressage Technical Delegate may officiate alone at USEF/USDF Championships, Federation Developing Program Championships, and USEF High Performance Championships, qualifying and selection trials and observation classes, at any Dressage Competition level or in the Dressage division or section at Regular or Local Competitions. (See GR1211.3a and .g).
3. A Registered (R) Dressage Technical Delegate must be a current member in good standing of the United States Dressage Federation (USDF). Only Dressage Technical Delegates who are current Participating Members of the United States Dressage Federation may officiate at USEF/USDF Regional and National Dressage Championships.

### **GR1018 Recorded Technical Delegates - Eventing and Dressage**

1. A recorded ("r") Eventing Technical Delegate may not officiate alone at an Intermediate or Advanced Horse Trial or a Two or Three-Day Event but may officiate as the assistant to the Technical Delegate.
2. A Recorded Dressage Technical Delegate may officiate as the assistant to the Registered Technical Delegate(s) at Level 4 and Level 5 Dressage Competitions, and may officiate alone at Levels 1-3 Dressage Competitions. A Recorded Dressage Technical Delegate may not officiate alone at USEF/USDF Championships, Federation Developing Program Championships, and USEF High Performance Championships, qualifying and selection trials and

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observation classes, but may officiate as the assistant to the Registered Technical Delegate for these competitions or classes. A Recorded Dressage Technical Delegate may officiate alone in the Dressage division or section at Regular or Local Competitions. (See GR1211.3a and .g).

3. A Recorded (r) Dressage Technical Delegate must be a current member in good standing of the United States Dressage Federation (USDF). Only Dressage Technical Delegates who are current Participating Members of the United States Dressage Federation may officiate at USEF/USDF Regional and National Dressage Championships.

#### **GR1019 Driving Technical Delegates**

1. Combined Driving Technical Delegate - A Combined Driving Technical Delegate is an individual licensed by the Licensed Officials Committee, and is entitled to officiate alone in Combined Driving Events. See DC988.2.3.3 and DC987.1.5.3 for information on Guest Cards for Combined Driving Technical Delegates.
2. Carriage Pleasure Driving Technical Delegate - A Carriage Pleasure Driving Technical Delegate is an individual so classified by the Committee, and is entitled to officiate alone in Carriage Pleasure Driving Competitions. See CP201.2 for information on Guest Cards for Carriage Pleasure Driving Technical Delegates.
3. See also GR1033.

#### **GR1020 Vaulting Technical Delegates**

A Vaulting Technical Delegate is an individual licensed by the Committee, who may officiate alone at any level of national Vaulting competition.

### **SUBCHAPTER 10-F CLASSIFICATIONS - COURSE DESIGNERS**

#### **GR1021 General**

Course designers shall be licensed as Registered, recorded or Special in the Hunter/Hunter/Jumping Seat Equitation and Jumper Division; Registered or recorded in the Eventing and Carriage Pleasure Driving Divisions; Registered, Apprentice or Guest in the Combined Driving Division.

#### **GR1022 Jumper Course Designers**

1. A minimum of an 'r' license is required to officiate alone in any competition with a Jumper Rating 2 or higher.
2. An 'R' license is required to officiate alone for all classes offering \$25,000 or more in prize money.
3. Any individual currently licensed by the FEI as a Level 2 or higher Course Designer for Show Jumping or by Equestrian Canada as a Senior Course Designer for Show Jumping shall automatically be eligible to officiate in the jumper division at Federation competitions without either an application or the fee required for a Special Jumper Course Designer Card. There is no limit on the number of times that such an individual may officiate.

#### **GR1023 Hunter, Hunter/Jumping Seat Equitation Course Designers**

1. A minimum of an "r" license is required to officiate alone at a National or Premier rated competition with a Hunter class offering up to \$4,999 in prize money.
2. An "R" license is required to officiate alone in Hunter classes offering \$5,000 or more in prize money.

#### **GR1024 Special Hunter Course Designer**

1. A Special Hunter Course Designer is a licensed "r" Hunter Course Designer to whom the Federation may grant permission to officiate a class or classes for which a "R" would otherwise be required, upon the request of a Licensed Competition and for that competition only.
2. Authority to act as a Special Hunter Course Designer shall not be granted more than twice to any one individual per lifetime. Special Hunter Course Designers shall be approved upon the recommendations of any two members of the USHJA Officials Committee.

**GR1025 Special Jumper Course Designer**

1. A Special Jumper Course Designer is a Senior Active Member 21 years of age or over, licensed as an “r” Jumper Course Designer to whom the Federation may grant permission to officiate a class or classes for which a “R” would otherwise be required, upon the request of a Licensed Competition and for that competition only.
2. Authority to act as a Special Jumper Course Designer shall not be granted more than twice to any one individual. Special Jumper Course Designers shall be approved upon the recommendation of the Chairman, or his designee, and any two members of the Jumping Sport Committee. In principle, authorization to act as a Special Course Designer will be granted to those individuals who have completed all the requirements for a “R” Jumper Course Designer license but have not yet received their license.

**GR1026 Eventing Course Designers**

See Chapter EV - Eventing EV175.1 for officiating eligibility for 'S', 'R' and 'r' Eventing Course Designers.

**GR1027 Combined Driving Course Designer**

A “R” license is required to design courses at Federation licensed Combined Driving events.

**GR1028 Guest Combined Driving Course Designer**

1. A Guest Combined Driving Course Designer is a Senior Active Member 21 years of age or over, not enrolled as a course designer, to whom the President or Secretary may grant permission to officiate in that capacity upon the request of a Recognized Driving Competition and for that competition only.
2. Authority to act as a Guest Combined Driving Course Designer shall not be granted more than twice to any one official.
3. Any individual currently licensed by the FEI as an International Course Designer for Combined Driving shall automatically be eligible to officiate in the Combined Driving Division at Federation driving competitions without either an application or the fee required for a Guest Card. There is no limit on the number of times that such an individual may officiate.

**SUBCHAPTER 10-G CLASSIFICATIONS - OTHER****GR1029 Course Advisor**

1. An individual appointed as a Course Advisor pursuant to EV174 shall be a Licensed Official of the Federation. He/she shall be so designated by the Licensed Officials Committee upon notification by the President or CEO or his designee of his/her appointment.
2. There will be no annual fee for the license, and an official's card shall be issued to the Course Advisor, who is eligible for all benefits afforded to other Licensed Officials by the Federation.

**GR1030 Assigned Steward or Technical Delegate**

1. A Federation Assigned Steward or Technical Delegate is an individual who is currently a Steward or Technical Delegate and who meets the Federation's criteria for a Federation Assigned Steward or Technical Delegate and has been designated to serve as a Federation Assigned Steward or Technical Delegate as specified by the Federation.
2. There is no additional fee for the designation, and a Federation Assigned Steward or Technical Delegate is eligible for all benefits afforded to Licensed Officials by the Federation.
3. A Federation Assigned Steward or Technical Delegate may be sent by the Federation to randomly selected Licensed Competitions or, with the approval of the CEO or his designee, to particular Licensed Competitions, for cause, to oversee and report back to the Federation on his/her observations.
4. The Assigned Steward or Technical Delegate will have the full duties of their position.



## **GR1031 Para-Equestrian Classifier**

A Para-Equestrian Classifier is an individual licensed by the Licensed Officials Committee, who may work alone at any level of national Para-Equestrian competition or at a Federation Center of Excellence. *BOD 4/24/17 Effective 12/1/17*

## **SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS**

### **GR1032 General**

1. Failure of an official to attend a competition with which he has a signed agreement or failure to perform his duties in accordance with the rules, or to officiate in the classes to which he is assigned shall constitute cause for disciplinary action as provided for in Chapters 6 and 7, except in cases of extreme emergency.
2. Any official found guilty of cruelty to a horse or to have killed, abandoned, mistreated, neglected or otherwise abused a horse, by an administrative agency, body, humane society or court of law, whether such court or tribunal is civil, criminal or administrative may have his license(s) revoked.
3. No official is to be housed in a private home unless he has agreed before the competition.
4. In the event that an official officiates at a competition where he is ineligible, the official may be penalized as described in GR703.

### **GR1033 Judges**

1. Good judging depends upon a correct observance of the fine points and the selection of best horses for the purpose described by conditions of the class. A judge serves three interests: his own conscience, exhibitors and spectators. He should make it clear that the best horses win.
2. When judges are required to judge independently on a multiple judge panel, each judge must meet the requirements as outlined in Rules GR1004 through GR1010.
3. Except in the discharge of their official duty, the use of cellular phones or other similar communication devices, including computers, by judges while in the ring (including center ring), judges' box, judges' stand or on any part of a course during a competition is strictly prohibited.
4. A judge is obligated to adjudicate each division, section and class in conformity with the rules and specifications of that division, section and class as they appear in the Federation Rule Book. He is expected to be proficient in his division and to possess a thorough knowledge of the rules of the Federation.
5. The attention of judges is directed to the difference in requirements covering Maiden, Novice, Limit, Junior, Amateur and Ladies' classes versus Open classes. These differences must be observed in adjudicating classes.
6. The decisions of each judge constitute solely his individual preference and not as opinions of or decisions by the Federation. For decisions of a judge in regard to soundness, see GR1204.
7. Consulting with a Veterinarian
  - a. Only the judge may call a veterinarian during a class but is encouraged to do so if his opinion necessitates the disqualification of an entry. The judge shall give the numbers of the horses in question and the veterinarian shall render his finding. If the veterinarian is not immediately available or not called upon, the judge's decision as to
  - b. the serviceable soundness of a horse shall be accepted for the purpose of disqualifying a horse from showing in that class and shall be final. (Exception: The decision of the judge as to the serviceable soundness of a horse in Hunter classes is final, however the competition veterinarian may be consulted.)
  - c. In regard to possible whip marks, or other matters other than soundness that are pertinent to the welfare of the horse, the judge may consult with a veterinarian during a class. The final decision rests with the judge.
  - d. None of the above applies to Dressage, Driving, Eventing or Western Dressage. See DR122.6, EV134.8 and WD125.8.
8. When a judge is used as a referee and is called upon to break a tie, the other judges must give the ringmaster only the numbers of the two horses tied. The ringmaster will then take these to the referee who will indicate his

preference by circling the number of his choice. The ringmaster will then return this written decision to the other judges who will proceed with the remaining placements, as the breakage of a tie for one placement by the referee does not automatically place the losing contender of the tie in the next position. This procedure is to be followed for each placement in turn, as ties occur. The referee shall turn in a judge's card only when called upon to break a tie, in which case only his tie breaking decision shall be indicated on the card.

9. All placements stated in the prize list/omnibus shall be awarded, beginning with first place and proceeding in order through all placements, unless there is an insufficient number of entries or an entry is eliminated, excused, or disqualified.
10. It shall be the prerogative of the Licensee to designate a particular system of judging and to post a complete order of placement for public inspection. Judges accepting an invitation to officiate must recognize the Licensee's prerogative. Unless the Licensee designates a particular system of judging when an invitation is issued, a judge is not required to use a particular system of judging. *BOD 11/7/17 Effective 12/1/17*
11. A judge must order from the ring any unruly horse or one whose actions threaten to endanger the rider, driver, handler, other exhibitors or their entries.
12. A judge must order from the ring any rider, driver or handler who exhibits inappropriate or dangerous behavior or whose actions would in any way threaten the safety of any exhibitor, their entries or the safety of class officials.
13. When over 40 horses or riders are entered in a performance class in which horses compete together, a judge must divide the class and work it in groups of less than 40. Unless individual tests are required in the class routine, he shall bring the top contestants from each group back into the ring for final adjudication. (Exception: See AR107.8d and DR126.1a(4)).
14. In classes which have a maximum weight and/or measurement for shoes, the judge himself must immediately weigh and/or measure any shoe that is cast. In such classes the judge may not excuse an entry from the ring until satisfied that the entry has not cast a shoe.
15. In the Western and Western Seat Equitation division, when a single judge system is used, judge's cards shall be considered final and shall not be changed after the completion of the presentation of awards for that class.
16. Judges' cards and/or official score sheets are to be signed by the judge and retained (with the exception of score sheets returned to the exhibitor) as part of the competition's official records for a period of no less than three years. Electronic signatures through a PDA or similar device used to record scores will fulfill the signature requirement.
17. *In the Hunter and Hunter/Jumping Seat Equitation divisions classes may not be recommenced once the judge has signed the card.*
18. Judges must commence and complete classes in accordance with GR108. *BOD 1/14/17 Effective 12/1/17*

### **GR1034 Stewards and Technical Delegates**

1. The following are required responsibilities and duties of Stewards and Technical Delegates:
  - a. Safeguard the welfare of the horse.
  - b. Protect the interests of competitors, judges and Competition Management.
  - c. When they become aware of a potential violation of USEF rules, without waiting for a protest, investigate and notify the appropriate individual or official, and, if not rectified, issue a yellow warning card (GR1035), and/or file a charge (GR604).
  - d. Assist Competition Management to insure that every effort is made to provide for a safe competition.
  - e. Confirm that all judges are either licensed in the divisions to which they have been assigned or the competition has a Guest or Special card for the judge for the divisions not covered by his license, and if not, report the alleged rule violation.
  - f. Report on the suitability of the competition facilities in all aspects, including stabling. The steward or technical delegate must commence his duties early enough to deal with these matters.

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- g. A steward or technical delegate should clearly understand that he has no authority in connection with the management or the judging of a competition.
  - h. Additionally, stewards and technical delegates should reference the Check List available on the website [www.usef.org](http://www.usef.org) which has additional Guidelines which should be considered when officiating at a competition.
2. Measurement: Measuring all animals required to be measured as provided for in Chapter 5 of the General Rules, Measurement of Entries, Chapter DR (DR135 Pony Measurement), Chapter DC (DC930 Height) and Subchapter HU-10 Measurement (HU171-HU183), and if necessary return Measurement cards to the Federation.
- a. Stewards and Technical Delegates are responsible for ensuring that measurements are conducted in accordance with the rules and that all required paperwork is completed in a legible manner.
  - b. Offenders could be subject to a fine or administrative penalty at the discretion of the CEO or his designee.
3. Forms – The following forms must be submitted in a timely manner to:
- a. The Federation (within 14 days after the last licensed day of the competition)
    1. Steward or Technical Delegate Report on the form furnished by the Federation
      - a. The Report must include any offenses or violations of the rules by the competition or any exhibitors.
      - b. If the Federation does not receive the completed report and/or attachments postmarked and/or electronically submitted within fourteen (14) days of the closing of the competition, the Steward/Technical Delegate will be fined a fee of \$100. For the second offense and any offense thereafter in the same competition year, said official will be fined \$250. A third offense and any offense thereafter will result in an automatic suspension from office as Steward or Technical Delegate for 90 days, in addition to the fines.
      - c. Failure to pay any fine within 30 days will result in a violation of rules and the Steward/Technical Delegate will be subject to an additional \$100 late fee.
      - d. If the Steward/Technical Delegate disputes that the report was not timely filed, he/she may appeal in writing to the Federation within 30 days of receipt of the Federation's notice of the fine. The appeal must be accompanied by a check for \$50, payable to the Federation, which will be refunded if the appeal is upheld. The CEO or his designee and three members of the Licensed Officials Committee will consider the appeal and may waive a part or all of the fine upon finding of good cause of why the report was not timely filed and/or a finding that extreme hardship results from the automatic penalty. Note: only the fine may be waived. The rule violation will remain on record for the official.
    2. Accident/Injury Report Forms on the official form provided by the Federation **in accordance with GR848.**
    3. Each competition's Accident Preparedness Plan **and a copy of the competition's isolation protocol for horses** as provided for in GR845. ***BOD 6/20/16 Effective 12/1/17***
    4. The Federation Office of Equine Drugs and Medications
    5. Medication report forms, filed either with the Steward/Technical Delegate or Designated Competition Office Representative, must be sent to the USEF Office of Equine Drugs and Medications, 956 King Avenue, Columbus, OH 43212-2655.
4. Except in Hawaii and Alaska, no steward may officiate for more than three consecutive years at the same competition or at more than three consecutive competitions run by the same governing body, Board of Directors or Licensee. When three or more stewards are officiating, one steward will not be subject to these restrictions and will be eligible to serve as steward for a fourth consecutive competition run by the same governing body, Board of Directors or Licensee.
5. Except in Hawaii, no technical delegate may officiate for more than two consecutive years at the same competition or at more than two consecutive competitions run by the same governing body, Board of Directors or Licensee. In Alaska, no dressage technical delegate may officiate more than three consecutive years at the same competition, but are not otherwise restricted from officiating at consecutive competitions run by the same governing body, Board of Directors or Licensee. For the purposes of this rule, multiple, consecutive day Dressage Competitions held within a six-day period

will be counted as one competition, if they are run by the same governing body, Board of Directors or Licensee.

6. A Driving Technical Delegate shall not serve in that capacity at the same Combined Driving Event, Driving Trial, Driven Dressage Show or Pleasure Driving Show more than three consecutive years.

7. The Steward's and/or schooling supervisor's decision regarding schooling fences, tack and equipment in the warm-up and/or schooling areas is final (Exception for Dressage: The final authority rests with Competition Management).

8. No Steward or Technical Delegate may officiate at more than one competition at the same time. Exception: USEF Licensed Special Competitions excluding dressage.

9. Stewards and technical delegates must retain copies of steward/technical delegate report forms, and supporting documentation, for a period of three years.

### **GR1035 Special Duties of a Technical Delegate**

In addition to the responsibilities of a steward and/or technical delegate listed in GR1033, the powers, duties and responsibilities of a technical delegate are as follows:

1. General Duties for Eventing, Driving, and Vaulting Technical Delegates
  - a. Help the Ground Jury to supervise the technical conduct of the competition, including after he has indicated to the President of the Ground Jury that he is satisfied with the arrangements. Until he has indicated to the Ground Jury that he is satisfied with all the arrangements, the authority of the technical delegate shall be absolute.
  - b. Courses and Arenas
    1. Inspect the courses and arenas to ensure that the technical details are in accordance with the rules and regulations.
    2. Instruct the Organizing Committee to make any alterations to the course(s) or arena(s) or to any technical detail associated with the conduct of the competition which he considers necessary.
    3. Be satisfied that the course is fair, at the standard of the level offered, and that knowledge of local conditions does not play any part.
  - c. Eventing –The authority of the Eventing Technical Delegate is absolute until he has indicated to the Ground Jury that he is satisfied with all arrangements.
2. General Duties for Dressage Technical Delegates
  - a. Inspect the arenas to ensure that the technical details are in accordance with the rules and regulations.
  - b. Advise Competition Management to make necessary changes to arenas, schooling areas, or other facilities in order to comply with the rules.
  - c. At Dressage Competitions, to observe and report that management and competitors are in compliance with all Dressage Division regulations regarding USEF/USDF Qualifying and Championship classes, Federation Junior Team Championships, and the USEF Championships and qualifying classes.

### **GR1036 Special Duties of Para-Equestrian Classifiers**

1. The Chief Classifier shall submit the Classifier's Evaluation Report to the Federation's Director of Para-Equestrian Programs within 14 days of the completion of the competition.
  - a. This report must be submitted by an FEI official (Exception: USEF National Para-Equestrian Championships, it may be submitted by a Federation Para-Equestrian Classifier).
2. Para-Equestrian Classifiers shall:
  - a. Administer and coordinate Classification matters related to a specific competition in accordance with Federation Para-Equestrian Rules and FEI Classification Manual; and
  - b. Liaise with organizing committees and the Federation before a competition to identify and notify athletes who require evaluation of Grade and Grade Status. *BOD 4/24/17 Effective 12/1/17*

### **GR1037 Yellow Warning Card - Stewards and Technical Delegates**

1. A Yellow Warning Card may be issued by a Steward, Technical Delegate, or Competition Official working in any of these capacities at the competition to any competitor, spectator or participant for improper conduct, or for non-compliance with the rules, provided the issuer considers the conduct not severe enough to cause the issuer to file formal Charges pursuant to GR604.
2. To issue a Yellow Warning Card, a Steward, Technical Delegate, or Competition Official must complete and sign the Yellow Warning Card.
3. A copy of the signed Yellow Warning Card must be provided to the alleged offender at the competition either in person or by any other suitable means. A copy of the Yellow Warning Card must then be sent to the Federation with the Steward's/Technical Delegate's Report Form and noted therein.
4. Upon receipt of the Yellow Warning Card, the Federation will send an acknowledgment of its receipt of the Yellow Warning Card to the alleged offender advising of the provisions of this Rule.
5. The issuance of a Yellow Warning Card is not meant to replace the filing of charges for a willful and serious violation of Federation rules, and in no case may a Yellow Warning Card be issued for abuse of a horse in any form. It is for lesser offenses only.
6. Immediately following receipt by the Federation of a third Yellow Warning Card indicating that a competitor, spectator, or participant has been issued three (3) Yellow Warning Cards within a sixteen (16) month period the CEO or his designee shall either levy a fine ranging from \$500 to \$1000 or issue a formal Charge pursuant to this Rule and GR604 alleging that the rules have been violated on all or any one of said three occasions pursuant to Chapter 6 of the Rules. If the alleged offender is found in violation of any or all of said violations they may be subject to the penalties set forth in Chapter 7 of the Rules.

### **GR1038 Conflicts of Interest and Restrictions - Judges (See also GR107 and GR1304)**

1. A judge may not be an owner of any interest in a horse (including but not limited to syndicate and partnership shares), nor may he/she be an exhibitor, trainer, coach, lessor, lessee, rider, driver, halter handler, steward, technical delegate, or manager, nor may he/she be a family member of a competition licensee, steward, technical delegate or manager at any Federation Licensed Competition at which he/she is officiating, including unrated classes. Exceptions: In the Eventing division and in the Dressage division, except for Dressage Sport Horse Breeding classes, horses may be shown Hors de Concours in classes where the owner is not officiating See also GR1304.17-.20. For Hunter and Hunter/Jumping Seat Equitation Judges, please see GR1304.21-26. **For Arabian Judges, please see GR1304.2-3. BOD 1/20/18 Effective 4/1/18**
2. A judge may not, during a competition at which he/she is judging, be the houseguest of a person who is exhibiting or competing at such competition or whose family is exhibiting or competing at such competition.
3. A judge may not discuss with an exhibitor the purchase, sale or lease of any horse during a competition at which he/she is officiating.
4. A judge may not officiate more than one time within 125 radial miles during any 20 day period in the following circumstances:
  - a. In any one of the following classes: ASPCA Horsemanship, Washington International Horse Show Equitation, USEF Show Jumping Talent Search, or the USEF Hunter Seat Medal at Premier or National rated competitions
  - b. In the same "A" rated division or section (Exception: Federation Licensed Special Competitions)
  - c. In the Andalusian/Lusitano, Arabian, Friesian, Hackney, Morgan, National Show Horse, Roadster, American Saddlebred, or Shetland division or section.
5. Paso Fino Division: A judge may not officiate more than once within two hundred (200) road miles during any thirty (30) day period.
  - a. This restriction does not apply to Guest Judges officiating classes recognized by a national breed or discipline

association for which the Federation has no division rules and does not license judges.

6. Limitations for Andalusian/Lusitano Judges
  - a. A judge cannot officiate at two licensed competitions within the same IALHA Region (excluding the IALHA National Competition) within the same year unless the competitions are six (6) months apart and travel distance from one competition facility to the second facility is 200 miles or greater.
  - b. A judge licensed in the Andalusian/Lusitano Division may not officiate at more than one Regional Championship competition in that Division during any one competition year.
  - c. A judge that has officiated at an IALHA National Championship Competition is ineligible to officiate at another IALHA National Championship for the next **two** years. *BOD 1/20/18 Effective 4/1/18*

### **GR1039 Conflicts of Interest and Restrictions - Stewards and Technical Delegates** (See also GR107 and GR1304)

1. The following persons at a given competition are ineligible to serve as stewards and technical delegates: the president, chairman, other Show Committee officers, competition secretary, manager or other competition officials or employees, judges or exhibitors at that competition.
2. No steward or technical delegate may officiate in any competition in which any member of his family or any of his clients is judging. *BOD 1/20/18 Effective 4/1/18*
3. No steward or technical delegate may officiate at a competition if he or any member of his family has any relationship with the competition which constitutes a conflict of interest with the steward's or technical delegate's duties under these rules. No member of the steward's or technical delegate's family (as defined in GR123) may serve as a Federation Licensed Official, Competition Licensee, Competition Manager or Competition Secretary at the competition where the steward or technical delegate is officiating.
4. No member of a steward's or technical delegate's family, nor any of the steward's or technical delegate's clients, may take part as a trainer, coach, lessor, lessee, exhibitor, rider, driver, handler or vaulter at a competition where the steward or technical delegate is officiating, including unrated classes.
5. In addition to the above restrictions, the following persons may not serve as the technical delegate at an Eventing Competition, Vaulting Competition or Dressage competition:
  - a. A close relative of a competitor or owner of a horse entered in the competition.
  - b. Chefs d'Equipe whose teams are entered in the competition.
  - c. Instructors or trainers of competitors entered in the competition. A member of the Ground Jury, the course designer, a Dressage or Jumping judge at the event.
  - d. The Director (Manager) of the competition or a member of the Director's family.
6. Stewards and technical delegates are not to be used as a ringmaster, announcer, timer or Judge, or FEI Official, or in any other volunteer or paid position not related to their proper duties at Licensed Competitions where they are officiating with the following exceptions:
  - a. At a competition where more than one steward or technical delegate is officiating, and after a Steward or Technical Delegate has entirely completed his/her duties at that Licensed Competition, he/she may serve in another capacity; including as a judge in the Jumper Division.
  - b. C2 Stewards who are also licensed as Dressage Technical Delegates may serve in both roles at Licensed Breed Competitions offering 'breed restricted' Dressage classes at Prix St. Georges or higher.
  - c. Eventing, Driving, and Vaulting Technical Delegates holding Federation and FEI Technical Delegate licensure may serve in both roles as Eventing, Driving, and Vaulting Technical Delegates at dually licensed FEI/Federation Eventing, Driving, and Vaulting Competitions.
7. At dually licensed FEI/Federation Dressage, Driving, Eventing, Jumping, and/or Vaulting competitions:
  - a. Dressage, Para-Dressage, Driving, Eventing, and Vaulting Technical Delegates also holding licensure as a FEI

#### **GR10 - LICENSED OFFICIALS**

Steward for Dressage, Para-Dressage, Driving, Eventing, and Vaulting are prohibited from serving in both roles on the same day(s) as Dressage, Para-Dressage, Driving, Eventing, and Vaulting Technical Delegates and FEI Stewards. (DR125.6).

- b. C1 Stewards also holding FEI Jumping Steward licensure are prohibited from serving in both roles.
8. During the course of a competition, no steward or technical delegate may be the houseguest of a person who is exhibiting, or whose family is exhibiting, at the same competition.
9. A member of a manager's family may not officiate as a judge, steward, or technical delegate at said manager's competition.
10. A steward or technical delegate cannot own or operate any business (i.e. tack shop, braiding business, etc.) at the same competition where he/she is officiating.
11. No Steward or Technical Delegate who is presently receiving, or has received within the past 30 days, any form of compensation from a competition management firm for services other than as a USEF licensed official or schooling supervisor, may officiate at any of said management's competitions.

#### **GR1040 Conflicts of Interest and Restrictions - Licensed Officials**

1. Any individual serving as an official at a competition may not charge or receive direct financial benefit from tutoring an apprentice at the same competition.

#### **GR1041 Conflicts of Interest – Para-Equestrian Classifiers**

1. Para-Equestrian Classifiers shall not serve in any other capacity at a competition while they are serving as Classifier, including but not limited to the president, chairman, other Show Committee officers, competition secretary, manager or other competition officials or employees, judges, or exhibitors at that competition.
2. A Para-Equestrian Classifier shall not be an exhibitor, trainer, coach, lessor, lessee, rider, driver, nor may he/she be a family member of an athlete in any Para-Equestrian classes at the competition at which he/she is working. *BOD 4/24/17 Effective 12/1/17*

### **SUBCHAPTER 10-I LICENSE APPLICATIONS, ENROLLMENT, PROMOTION, AND MAINTENANCE**

#### **GR1042 Clinic and Officiating Requirements**

1. Clinic and officiating requirements must be met by November 30 to be eligible to renew each license for the following competition year which begins December 1.
2. Any official who fails to fulfill clinic requirements or who fails to meet officiating requirements will not be eligible to have his/her license renewed and will have to apply for an extension.
3. For licensing requirements for license applications, enrollments, promotion and maintenance, please refer to the Licensed Officials Policies and Procedures available on the USEF website.