

# THE OFFICIAL WORD

WWW.NZEQUESTRIAN.ORG.NZ

JULY / AUGUST 2019



EQUESTRIAN SPORTS  
NEW ZEALAND



The ESNZ officials' newsletter keeps you updated on all things 'official' including rule updates, seminar/course dates, health and safety, interesting discipline news etc.

## IN THIS ISSUE

- Dealing with conflict - workshop
- Disciplinary Review - Chapter Nine of ESNZ General Regulations
- Other GR changes
- Member Protection Policy
- New Code of Conduct
- Behaviour Policy
- ESNZ Drug and Alcohol policy
- Upcoming Officials Seminars
- Blue Card for Concussion and Serious Injury
- Incident reporting
- ESNZ Vests for Officials
- ESNZ Volunteer of the Month



### WORKSHOPS AND TRAINING

Workshop - dealing with conflict and difficult situations

We are holding a workshop for Officials, OCs and area groups on 25 September 2019, in conjunction with our AGA, in Wellington.

Register here:

<https://www.nzequestrian.org.nz/esnz/officials/>



### SAVE THE DATE

AGA, 25 September 2019  
- Wellington.

Further details around venue and timetable to follow

## ESNZ VOLUNTEER OF THE MONTH

Is there an official or volunteer who you think deserves recognition for their hard work or commitment to our sport? You can nominate your Volunteer of the Month by emailing us at [nzef@nzequestrian.org.nz](mailto:nzef@nzequestrian.org.nz) with Volunteer of the Month in the subject line.

Please provide this information:

- Who are you nominating?
- From what discipline?
- From what area?
- Why are you nominating them?
- Your name
- Your contact phone number



# DISCIPLINARY REVIEW

ESNZ has spent months developing Chapter Nine of our General Regulations, and it is now approved and published. We understand that some of the changes to this section will undoubtedly put extra responsibilities on our officials and so we will work with you to provide extra training to better assist you in managing your role.

This link has the Clean and Marked Up versions of the updated General Regulations, as well as all our other policies and guides (if any of the direct links to policies and rules don't work then revert to this link as it just means we've updated/edited the policy):

<https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/>

Here is a summary of the changes to Chapter Nine:

## COMPLAINTS PROCEDURE

1. In addition to protests Ground Jury and Appeal Committee can now determine, on the day, complaints of misconduct occurring at an event.
2. Misconduct occurring at an Event (complaints) can only be dealt with by the Ground Jury and Appeal Committee or by the Complaints Review Officer if submitted (up to 10 days) after the event. This will limit what comes before the Judicial Committee which previously dealt with the complaints. If the complaint is not raised on the day or within the time period it cannot be dealt with at all.
3. Complaints process simplified and streamlined to ensure efficiency and ease of use (e.g. time limits).
4. Principles of natural justice (e.g. the right for all affected parties to be heard) inserted throughout the process (except at the Complaints Review Officer level – see below).
5. 'Complaints Review Officer' (CRO) position created. All Complaints not occurring on the day (i.e. that could not have been dealt with by the Ground Jury) now go to the Complaints Review Officer. The Complaints Review Officer operates as a "clearing house" and has powers to dismiss a complaint that is frivolous, trivial, vexatious, or otherwise without merit.
6. The Complaints Review Officer may also issue a written caution in lieu of any other action.
7. More serious complaints would be referred by the CRO to the Judicial Committee.
8. Complaints will be accompanied by a \$50 fee whether on the day of competition or after the event.

## CONFLICT OF INTEREST

9. Amended Article 138 regarding conflicts of interest. Further work is necessary on each discipline's rules to remove the ability for non-judicial decisions of the Ground Jury (e.g. the set up of the course in cross country) to be protested to the Ground Jury.

## PROTESTS

10. Largely unchanged, although some amendments have been made to simplify the process and allow for the principles of natural justice.

## EXPANSION OF GROUND JURY'S POWERS

11. The Ground Jury now has wide jurisdiction to investigate and determine matters (including issuing penalties) that are not the subject of a protest or a complaint. For example if the Chief Steward observes misconduct by Rider B, he/she could in the past have issued an Official Warning. Now he/she should bring this issue to the attention of the Ground Jury, and the Ground Jury would have jurisdiction to investigate and determine the matter, so long as the principles of natural justice are observed. If an official does not raise something with the Ground Jury on the day and within the time period, it cannot be dealt with at all.

## APPEAL COMMITTEE

12. Largely unchanged – acts as a straight appeal body for decisions of the Ground Jury. Appeals must be accompanied by a fee of \$100 and be submitted within 60 minutes of the Ground Jury's decision.

## LIMITED APPEAL RIGHTS FROM APPEAL COMMITTEE TO JUDICIAL COMMITTEE

13. Parties may only seek a review of an Appeal Committee decision – they cannot appeal. The review must be submitted within 10 working days



and accompanied by \$500. The Judicial Committee only reviews the process or considers whether there is substantial new evidence. A party cannot appeal if they simply don't like the decision of the Appeal Committee – there has to be a procedural flaw or a breach of natural justice.

## JUDICIAL COMMITTEE

14. The Judicial Committee's jurisdiction is amended to the following matters:
- A request for a review from the decision of an Appeal Committee
  - A protest that has been determined by the Ground Jury can also be referred to the Judicial Committee by the Ground Jury if the GJ consider there are wider implications for the sport (unchanged)
  - A selection dispute as per the National Selection SR (unchanged)
  - A complaint referred by the Complaints Review Officer
  - A matter referred by ESNZ (e.g. more than two official warnings in a 12 month period)
  - Any other matter as determined by the CEO of ESNZ (general catch all).
15. ESNZ to have the power to select the Judicial Committee each time from the ESNZ Board appointed Judicial Panel. This allows ESNZ to select the most suitable Committee for each individual matter – “horses for courses”.
16. Judicial Committee process streamlined and simplified, as well as the addition of natural justice principles.

## OFFICIAL WARNINGS

17. Only the Ground Jury, Appeal Committee and Judicial Committee may issue Official Warnings. The reason for this is two Official Warnings result in a two month ban which is a significant penalty. Therefore there should be some opportunity for an affected party to appeal an Official Warning. In practice, an official who used to have the power to issue an Official Warning would now report what he/she has seen to the Ground Jury who would investigate as per paragraph 11 above.

## KEY CHANGES TO CHAPTER NINE OF ESNZ GENERAL REGULATIONS

### WHAT YOU NEED TO KNOW

- Complaints in regards to misconduct occurring at an Event can only be dealt with by the Ground Jury and Appeal Committee or by the Complaints Review Officer (if submitted up to 10 days after the event). This will limit what comes before the Judicial Committee which previously dealt with the complaints. If the complaint is not raised on the day or within the time period it cannot be dealt with at all.
- Complaints Review Officer – a new position created within ESNZ. Out of competition complaints will first come to the CRO, who will either dismiss them (if they are found to be frivolous, trivial, vexatious, or otherwise without merit), issue a written caution (one step below an Official Warning), or refer them to the ESNZ Judicial Committee (if they are more serious).
- Official Warnings need to be given out by the Ground Jury now, as a team, not by individuals. The Appeal Committee or Judicial Committee can also issue these. Official Warnings can be appealed – to the Appeal Committee – with a \$100 deposit.
- OCs are encouraged to use Appeal Committees more than they currently do as the new system allows for appeals to protests and Official Warnings. Appeal Committees do not necessarily need to be present at an event, but they must be able to be easily reached by phone for discussion/decision. Appeal Committees decisions cannot be appealed.
- However, individuals can see a review of the Appeal Committee's decision – this will go straight to the Judicial Committee and must be accompanied by a fee of \$500. The Judicial Committee only reviews the process or considers whether there is substantial new evidence.



## WHAT OTHER CHANGES HAVE BEEN MADE TO THE GENERAL REGULATIONS THIS YEAR?

<https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/> - you will find both Clean and Marked Up versions on this page.

### Article 132: Abuse of Horses

This is not an exhaustive list and items will be added or edited from time to time, so it's one worth being familiar with at all times.

### Article 149: Guidelines for Organising Committees

This article goes hand in hand with our other new policies - Code of Conduct, Behaviour and the ESNZ Drug and Alcohol policy when it is finalised and published. While this article has been put in place for OCs, it's important for Officials to also be familiar with it and support OCs whenever necessary.

The purpose of this Article is to provide information for Organising Committees for which they can develop their event schedules from, and to advise what their rights are in regards to running events under ESNZ rules and accepting competitor entries. It should be read in conjunction with the ESNZ disciplinary regulations, ESNZ Drug and Alcohol policy, ESNZ Code of Conduct and ESNZ Behaviour policy.

## WHAT CHANGES CAN WE EXPECT IN THE FUTURE?

### Article 132: Abuse of Horses

Trimming a horse's whiskers or inner ear has been added to the list of Abuse of Horses, and this will be enforced in 2020.

## MEMBER PROTECTION POLICY

The first version of our MPP is now on our rules page of the website: <https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/>

The MPP provides an outline of ESNZ's responsibilities and the responsibilities of affiliated organisations and individuals associated with ESNZ on a range of key issues such as child protection, antidiscrimination, harassment etc. It allows members to take part in our sport free from harassment, discrimination, abuse and other harmful behaviours.

National sporting organisations have a responsibility to make sure that their sports are safe, fair and inclusive for everyone involved. NSOs also have legal obligations to prevent and address discrimination and harassment and to protect children from abuse.

A Member Protection Policy is an important tool that outlines how ESNZ can seek to meet these obligations and otherwise act and operate in an appropriate manner.

## CODE OF CONDUCT

Our new Code of Conduct, for all members, can be found here: <https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/> and, of course, if you are an FEI Official, their code of conduct also applies to you

<https://www.nzequestrian.org.nz/wp-content/uploads/FEI-Officials-Code-of-Conduct-2019.pdf>

## BEHAVIOUR POLICY

<https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/>

## DRUG FREE SPORT

### ATHLETE TESTING NEXT SEASON

Just a reminder about athlete testing for 2019/2020. Drug Free Sport NZ did some testing at the Taupo 3 Day event in May this year and have indicated they will look to do more for the coming season. This could be at FEI level or it could be National level.

Officials play an important role in promoting the clean sport message and in helping to educate riders and their support people.

There are excellent DFSNZ anti-doping e-learning courses and resources available and ESNZ urges all involved in equestrian sports to educate themselves <https://drugfreesport.org.nz/what-we-do/education/e-learning/>

The FEI also provides a lot of information about the FEI anti-doping Code for humans and horses <https://inside.fei.org/content/anti-doping-rules>

Both DFSNZ and FEI rules are aligned to those set by the World Anti-Doping Agency (WADA) <https://www.wada-ama.org/>





# FACTS ABOUT ESNZ'S NEW POLICIES

(MEMBER PROTECTION, BEHAVIOUR, CODE OF CONDUCT)

## WHAT YOU NEED TO KNOW:

- 1 ESNZ will not tolerate harassment, discrimination or abuse of those, and by those, involved in their activities for and on behalf of ESNZ. ESNZ believes that everyone involved in equestrian activities has a right to be treated fairly and with dignity and respect. ESNZ encourages all people to respect others and to behave in accordance with published ESNZ Codes of Conduct.
- 2 ESNZ acknowledges that its employees, members and volunteers provide a valuable contribution to the positive experiences of junior participants. ESNZ aims to ensure this continues and to protect the safety and welfare of its junior participants.
- 3 ESNZ encourages Area Groups and Member Organisations who conduct programmes which involve direct and unsupervised contact between employees, members, coaches, officials or volunteers with children – for example through squad training camps - to undertake a police vet check.
- 4 ESNZ endeavours to provide an environment where everyone can feel safe and comfortable – this includes our policies around alcohol and drugs, and also providing a smoke-free environment whenever possible.
- 5 ESNZ will involve police where serious offences or law-breaking have taken place, and will encourage OCs and Officials to call police if they find themselves facing a serious situation they cannot handle alone.

## ESNZ DRUG AND ALCOHOL POLICY

As well as athlete testing through Drug Free Sport (which mainly deals with performance enhancing prohibited substances), ESNZ is implementing a Drug and Alcohol policy which deals with illicit drugs and alcohol, and what we can do to ensure rider safety at ESNZ events and activities.

This policy has been developed to ensure that ESNZ's competitors, officials, contractors, spectators and volunteers have a healthy and safe environment to compete, work, learn and spectate in, by ensuring the fitness of competitors, officials and volunteers to work safely and by deterring behaviour that may be unlawful or expose others to a risk of harm. In particular, this policy aims to promote competition safety by having appropriate procedures in place for addressing concerns regarding drug and alcohol within the ESNZ environment.

The aims and objectives of this policy are to:

- i. To promote the health and safety
- ii. To implement a testing programme for drug and alcohol and/or risk of impairment so as to minimise the risk of harm

iv. To ensure proper standards of integrity, conduct and concern for the well-being of ESNZ members are maintained.

ESNZ will use a contractor to conduct any testing (drug or alcohol) for us, so your job as ESNZ Officials will mainly be to co-operate with them, but to also assist us by taking note of any riders that you suspect may be under the influence.

You can download the draft of our Drug and Alcohol policy here <https://www.nzequestrian.org.nz/esnz/rules-regulations/esnz-rules/>

Naturally, we expect there will be many questions about the policy and its implementation so we will post some FAQs shortly, but we would also appreciate your questions around this new policy.



# 2019 OFFICIALS SEMINARS/TRAINING

## OFFICIAL CLINICS - DRESSAGE

Will be available around the country during August so that everyone can learn about the new tests and levels. These Clinics as usual are open to all riders, judges, trainers and any other interested parties so please encourage everyone in your Areas to attend these.

## CLINIC DATES & CONTACTS

### 21 July - Hastings

Felicity Dobell-Brown (fcbd@xtra.co.nz)

### 3 August - Canterbury

Linda Warren-Davey (ponytail007@xtra.co.nz)

### 4 August - Waitemata

Judith Cunningham (hoofs@xtra.co.nz)

### 10 August - Waikato

Michelle Paterson (info@superiorrubbersurfaces.co.nz)

### 11 August - Nelson

Suzanne Inglis (sooze.inglis@gmail.com)

### 17 August - Mosgiel

Barbara Chalmers (barbara.chalmers99@gmail.com)

### 25 August - Southern HB

Mary Craine (marycraine@xtra.co.nz)

## SHOW HUNTER JUDGES' SEMINARS:

10 August - Christchurch - at Lucy Maley's home

10 August - Ruakaka - Northgate Lodge

1 September - NEC Taupo

Contact Judges Officer Sue Whiddett  
suewhiddett@xtra.co.nz to register

## JUMPING OFFICIALS' TECHNICAL SEMINARS:

### NORTH ISLAND

27 July - Kumeu A&H Society

28 July - Cambridge Racetrack

28 July - Palmerston North at Sport Manawatu

### SOUTH ISLAND

28 July - Ashburton A&P Showgrounds

10 August - Marlborough Equestrian Park

11 August - Dunedin at Weavers Retreat, 26 Factory Road, Mosgiel

Technical seminars are open to all technical officials, riders, OCs, and other interested parties.

Our seminars are a great source of information and will include all Jumping rule and General regulation changes for the 2019-2020 season.

Technical officials must attend at least one seminar in a three-year period and be current financial members of ESNZ to stay listed on the ESNZ Jumping official's lists.

## ESNZ OFFICIALS' VESTS

Thank you to Pelorus Trust for granting us funding earlier this year which enabled us to purchase ESNZ vests for our Officials.

We do currently have a limited number of these vests, with the intention to purchase more once we know what the demand is for them.

If you are a current ESNZ Official and you regularly officiate at our events, and would like one of our vests, please get in touch with your discipline Sport Manager, or National Sport Administrator - sport@nzequestrian.org.nz





## ENDURANCE NATIONAL OFFICIALS' COURSES

South Canterbury, 10 August. Contact Wendy Farnell to register [jondy.tnc@xtra.co.nz](mailto:jondy.tnc@xtra.co.nz)

Marlborough, late August/early September (TBC). Contact Heidi Bulfin to register [heidibulfin@hotmail.com](mailto:heidibulfin@hotmail.com)

## EVENTING NOTICES:

### Body protector standards

A minimum standard for Body Protectors (BETA EN13158 2009 Level 3 or ASTM F1937) is being introduced 1 August 2020 by ESNZ EVENTING and NZPCA with regards to cross-country as per ESNZ Eventing Rules Article 655.6. If you are planning to purchase a new Body Protector make sure it is compliant with these new standards.

### Changes to official's education pathway

ESNZ Eventing is committed to the development of all officials. Well trained and competent officials are a key component of the on-going success and development of our sport.

The changes that will come into effect at the start of the 2019-20 Eventing Season are aimed to make it easier for people to become officials and will introduce a performance assessment process to help officials develop their skills and expertise.

Changes to the education pathway will be finalised at the ESNZ Eventing Conference and published on the Eventing website/resources/officials soon after.

### Course Design Guidelines

ESNZ Eventing are preparing to introduce Cross Country Course Design Guidelines. These guidelines are intended to provide a framework around which to work when designing and building cross country courses at all levels. The guide seeks to help officials achieve the same standard of cross country course at each level at each competition and seeks to improve standards of safety for Horse and Rider.

Guidelines will be available on the website and through the 10 Minute Box when they are published.

# FIRST AID TRAINING

With all events needing medical personnel on the ground, with at least first aid training, we would encourage ESNZ officials to be trained in first aid so you can deal with accidents should they occur at events you are on duty.

First Aid provider Red Cross offers a sports specific first aid course, which is a shortened course focusing on sports injuries. These are mainly run, routinely, in the larger centres but can be also run privately if groups request this. The course is four hours long and costs \$70 per person (with the certificate valid for two years), but they also offer group discounts for 10 or more persons. Alternatively, their Essential First Aid course is available in all regions, up to several times per month, and will ensure you are well equipped at dealing with minor medical issues.

<https://www.redcross.org.nz/first-aid/all-available-courses/sports-first-aid/>

# TUEs

## THERAPEUTIC USE EXEMPTIONS

TUEs will often be granted for certain controlled medications if taken for medicinal purposes and supported by the athlete's GP or health specialist.

For National testing, TUEs can be granted and approved retroactively, however, for International testing, retroactive TUE applications will not be accepted and therefore all TUE applications must be submitted for approval before the athlete competes with the medication in their system.

It would be good practice for those not competing in FEI competition to also submit TUE applications to DFSNZ before competing.

Any athletes competing in FEI competition, or considering doing so, should take note of this website page and follow the recommended steps:

<https://drugfreesport.org.nz/for-athletes/information-for-athletes-that-may-be-tested/therapeutic-use-exemptions/>



# BLUE CARDS FOR CONCUSSION AND OTHER SERIOUS INJURY

By now many of you are familiar with ESNZ Blue Cards and may have even issued them already. Firstly, ESNZ would just like to thank all Officials for your co-operation with our Blue Card policy and congratulate you for your commitment to health and safety within equestrian sports.

We are constantly striving to improve the way health and safety is handled and managed and always look for tools that can help us with this department. Many of you came down to Wellington last year and heard Dr Stephen Kara talk to us about concussions and dealing with them.

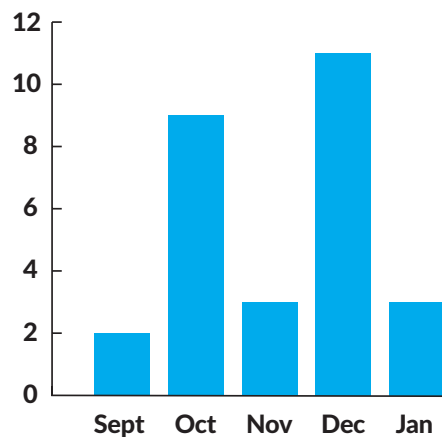
We have Dr Kara's complete presentation, via video or PowerPoint, on our website, along with all of our other concussion information: <https://www.nzequestrian.org.nz/safety/concussion/>

Also on the Officials' page we have the relevant concussion information and documents: <https://www.nzequestrian.org.nz/esnz/officials/>

The FEI have recently updated their policy around concussion and now email the respective NF upon receiving athlete injury reports that contain concussion – with the same recommendation as us that athletes require medical clearance (rather than set stand down) to compete again.

## SOME BLUE CARD STATS FROM 2018 - 2019:

Blue cards issued per month:



# INCIDENT REPORTING

Firstly, you are all doing a fabulous job of reporting incidents – keep up the good work.

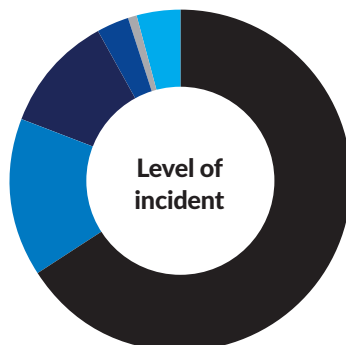
Incident reporting is hugely important to ESNZ – it allows us to collect data from events so we can see when incident occur and we can track them, and follow up if we have concerns. All reported incidents to go the Board each meeting for review and they are also provided with data graphs which enable them to see what level of incidents are occurring, which discipline, etc.

There are definitely a lot of “incidents” which happen regularly, that don't need reporting on however, so save yourself some time first and ask yourself if you believe it's serious enough to report on. Riders falling off with no injury to themselves or their horse, or damage to property will not need reporting on, neither are the incidents where by a pony may stand on a child's foot but not leave a lasting impression. Just use your common-sense and decide if it's significant enough to be captured in our data.

## SOME INCIDENT REPORTING STATS FROM 2018-2019:



- Dressage
- Showhunter
- Jumping
- Eventing
- Endurance
- Para



- Minimal
- Minor
- Medium
- Major
- Extreme
- Concussion