



**Technical
Delegate /
Judge In Chief
Guidelines
State Events**

Revised for 2022

This manual contains information for those stepping into the role of Technical Delegate and Judge in Chief at State Events. This manual has been designed to ensure consistency across disciplines.

Additional sections contain more in depth points on presentation procedures and the roles of the Team Mangers.

These guidelines are to assist in the role of TD /JIC for each Discipline. These guideines are not exclusive and updates and comments are invited.

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Scoring State Events

Individual, Zone Teams, State Teams and highest overall points

Individual Scoring- Overall Placings to 10th at State Events (Aug 19)

Overall highest points at State Events are as per individual Champion award for:

Dressage
Showjumping
Jumping Equitation
Formal Gymkhana
Sporting

Combined groups as per senior rule for the purpose of scoring teams and allowing small groups to become combined to therefore be part of the team. See explanation below.

Groups with less than 3 riders will be run as per seniors scoring system.

Combined groups to award individual points. Eg- In the C1 class there is 1 rider, in the C2 there are 2 riders, the C3 class there is 1 rider and in the C4 class there is 1 rider and so they are combined. The group is now called the C1,C2, C3 and C4 combined group. The winner of each C1, C2, C3 and C4 group still will receive their rug but the points each rider take forward into the team competition has come from where they have finished in the combined group. In the group of 5 riders the winner will take 10 points into the team event, 2nd place 9 points and so on.

Zone Teams and State Teams

Minimum Number of Competitors in a Class

There must be at least 3 competitors in a class for teams points to be awarded. If there is less than 3 riders in a class then only the first placed competitor will receive teams points. This shall apply to all disciplines. See explanation above on combined groups for scoring.

Dressage

3 individual competitions are allocated a % and then points 10 for 1st all the way to 1 point for 10th. Competitors with an equal percentage will be placed equal.

Maximum overall points is /30

Zone Teams- Dressage

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points.

- Highest overall points
- Highest average percentage over the 3 dressage tests.
- If still equal then the rider who is competing in the higher grade or age group.

Equality of Teams - an equality of zone teams on points:

- Highest overall points – total the overall points (i.e the points received from each test) of the 3 highest scoring riders.
- Highest average percentage – Average the average percentages of the 3 highest scoring riders in a team.

State Team – Dressage

1. Convert overall placing to points – The 4 riders with the highest points will form the team.
2. If equal - Highest overall points from the 3 tests.
3. If still equal – Average percentage over all tests.

Combined Training

Individual groups winners are allocated: eg 1st place 10 points, 2nd overall 9 points

Zone Teams- Combined Training

Best 3 individual scores to count

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- The rider with the lower penalties will be ahead of the rider with higher penalties.
- If still tied the rider with the highest showjumping height.
- If still equal the rider with the higher dressage test.
- If still equal the rider with the faster showjumping time

Equality of Teams - an equality of zone teams on points:

- Lowest total penalties of the 3 riders with the highest points.
- Highest average percentage of the dressage test of the 3 best scoring riders in a team.

State Team- Combined Training

No award

Horse Trials

Individual groups winners are allocated: eg 1st place 10 points, 2nd overall 9 points

Zone Teams- Horse Trials

Best 3 individual scores to count

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- The rider in the higher group/grading becomes part of the team.
- If equality within the same group/grading then the best cross country score (jumping and time) decides.
- If still equal, then the rider whose time is closest to the optimum time in the cross country.
- If still equal the best dressage score will decide who goes into the team.

Equality of Teams - an equality of zone teams on points:

- Lowest total penalties – total the penalties of the 3 riders with the lowest penalties.
- Lowest total Cross-Country Penalties – total the penalties from the cross country phase.

State Team – Horse Trials

1. Convert overall placing to points – The 4 riders with the highest points will form the team.

2. If equal – Lowest total penalties.

3. If still equal, lowest penalties in the cross country phase.

Showjumping

3 individual competitions are allocated points 10 for 1st all the way to 1 point for 10th.

Total overall points is /30

Zone Teams Showjumping

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Highest individual overall points
- If still equal then the rider who is competing in the higher jumping height
- If still equal the rider with the best placing in the Grand Prix or AM6.

Equality of Teams - an equality of zone teams on points:

- Highest overall points – total the overall points (i.e the points received from each test) of the 3 highest scoring riders.

State Team – Showjumping

1. Convert overall placing to points – The 4 riders with the highest points will form the team.

2. If equal - Highest overall points from the 3 competitions.

3. If still equal – Highest place in the Grand Prix or AM6.

Jumping Equitation

3 individual rounds are allocated points 10 for 1st all the way to 1 point for 10th.

Total overall points /30

Zone Teams Jumping Equitation

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Average the percentages of the 3 rounds
- If still equal then the rider who is competing in the older age group.

Equality of Teams - an equality of zone teams on points:

- Highest average percentage – Average the average percentages of the 3 highest scoring riders in a team.
- Highest overall points – total the overall points (i.e the points received from each test) of the 3 highest scoring riders.

State Team – Jumping Equitation

1. Convert overall placing to points – The 4 riders with the highest points will form the team.
2. If equal - Highest overall points from the 3 rounds.
3. If still equal – Highest percentage in the round with a task.

Sporting Gymkhana

Zone Teams Sporting

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Highest overall points over all events
- Highest number of 1st, 2nd, 3rd ... 10th placings in all events

Equality of Teams - an equality of zone teams on points:

- Highest overall points – total the overall points (i.e the points received from all sporting events) of the 3 highest scoring riders.

State Team – Sporting

1. Convert overall placing to points – The 4 riders with the highest points will form the team.

2. If equal - Highest overall points from all events.

3. If still equal - Highest number of 1st, 2nd, 3rd ... 10th placings in all events.

Formal Gymkhana

Zone Teams Formal Gymkhana

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Highest overall points over all events
- Highest number of 1st, 2nd, 3rd ... 10th placings in all events

Equality of Teams - an equality of zone teams on points:

Highest overall points – total the overall points (i.e the points received from all sporting events) of the 3 highest scoring riders.

State Team – Formal Gymkhana

1. Convert overall placing to points – The 4 riders with the highest points will form the team.
2. If equal - Highest overall points from all events.
3. If still equal - Highest number of 1st, 2nd, 3rd ... 10th placings in all events.

Campdraft

Zone Teams Campdraft

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Highest total score after both rounds
- Highest aggregate points for Cut-out
- Highest aggregate points for Horse Work
- Highest aggregate points for Course

Equality of Teams - an equality of zone teams on points:

- Highest total score – total the total score (i.e the score received for both rounds) of the 3 highest scoring riders.
- If still equal – Highest aggregate Cut-out (i.e the total cut-out score for both rounds) for the 3 highest scoring riders.

State Team – Campdraft

1. Convert overall placing to points – The 4 riders with the highest points will form the team.

2. If equal – total score from both rounds

3. If still equal – Highest Aggregate Cut-out.

Stockmans Challenge-TBC

Zone Teams Stockmans Challenge

Best 3 individual scores to count.

For teams convert all overall placings to points. Eg- 1st overall 10 points, 2nd overall 9 points

Maximum score for a team /30

Equality of team members- Eg- 2 members in a team are on 8 points

- Use their total score of both rounds will decide the rider forming part of the team

State Team Stockmans Challenge

1. 4 best scores- eg the 4 riders with the highest total overall points.

2. 4 champions with the highest total points across all competitions

Presentation Manager/Organisers Roles & Responsibilities

- Presentation Organiser is appointed by the Organising Committee (OC).
- The PO in consultation with the Chief Steward (CS) & OC is responsible for organising the presentations both during and on completion of the event.
- The PO liaises with the CS, OC, photographer and announcer. The CS must check that the loud speaker system is suitable.
- PO – co-ordinate/communicate with sponsors, officials, presenters, speakers. The PO to organise folders, ribbons, trophies, place markers and sponsors' banners.
- The PO in consultation with OC, CS, Judge in Chief (JIC) and Technical Delegate (TD) to make decisions re style (should be mounted if possible), logistics, weather, timing, risk assessment etc. PO to organise a suitable venue as an alternative in case of bad weather or lateness of presentations. PO to make use of all available technology on which to base decisions eg radar images etc. If any doubt the presentations should be made unmounted.
- PO communicates to Team Managers (TM), either in person or via the JIC/TD, at team meeting the night before, an approximate time and how/when the presentation will take place.
- As the day of competition nears completion, the PO in consultation with the CS, JIC, TD and OC shall set a time and make a final risk assessment.
- PO notifies the announcer, TM and scorer of the above and the order of entry. PO obtains results from the scorer & organises presentation team re ribbons trophies etc.
- PO notifies the announcer to begin presentation once all participants are in place.
- The PO organises a designated area for photographs to be taken after each group presentation is made.
- PO to pack up tables & perpetual trophies when presentations have finished.

Procedures for Presentations

1. Organising Committee (OC) appoints a Chief Steward (CS) & a Presentation Organiser (PO) as soon as the OC is formed to run an event.
2. The PO in consultation with the CS & OC is responsible for organising the presentations both during and on completion of the event.
3. The PO liaises with the CS, OC, photographer and announcer. The CS must check that the loud speaker system is suitable.
4. PO – co-ordinate/communicate with sponsors, officials, presenters, speakers. The PO to organise folders, ribbons, trophies, place markers and sponsors' banners.
5. The PO in consultation with OC, CS, Judge in Chief (JIC) and Technical Delegate (TD) to make decisions re style (should be mounted if possible), logistics, weather, timing, risk assessment etc. PO to organise a suitable venue as an alternative in case of bad weather or lateness of presentations. PO to make use of all available technology on which to base decisions eg radar images etc. If any doubt the presentations should be made unmounted.
6. PO communicates to Team Managers (TM), either in person or via JIC/TD, at team meeting the night before, an approximate time and how/when the presentation will take place.
7. As the day of competition nears completion, the PO in consultation with the CS, JIC, TD and OC shall set a time and make a final risk assessment.
8. PO notifies the announcer, TM and scorer of the above and the order of entry. PO obtains results from the scorer & organises prior presentation team re. ribbons trophies etc.
9. TM assemble teams 15 mins prior to start time – ½ sections/sections.
10. CS then directs the TM, with the help of the announcer, leading teams and directing placement and positioning. The amount of time riders are on their horses should be kept to a minimum.
11. Once all participants are in place, presentation begins.
12. Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.
13. Photographs to be taken in an area designated by the PO.
14. When all awards have been presented the CS/announcer communicates with teams to leave the area in the order they entered (at walk only).
15. PO to pack up tables & perpetual trophies.

Exemptions/extenuating circumstances – come through team managers in writing as per Team Managers roles & responsibilities to the JIC & TD. An unmounted riders must still attend presentations with their team.

Team Managers – advise riders of code of conduct e.g. sitting on horses properly, being too loud, how to approach and leave presentation area.

Presentations at State Events

For presentation of awards at the conclusion of the State event it is the Team manager's responsibility to assemble all competitors, mounted and in full uniform. An unmounted assembly may be organised at the discretion on the organising committee in extenuating circumstances.

Request for special permission to leave must be made in writing by the Zone Team manager and may be granted by the Judge in Chief, TD or Chief Steward in exceptional circumstances.

- Requests for a rider to be unmounted because of a horse's poor behaviour in a group or lameness etc should come from the Team manager to the Judge in Chief/TD and the rider will accompany their zone unmounted.
- Team Managers are responsible to ensure all members of their zone are present for the final mounted presentation.
- Team Mangers are to brief riders on appropriate conduct during the mounted presentation.
- Team Managers are to follow directions given by the Judge In Chief and presentation organiser prior to the commencement of the mounted presentation as well as at the conclusion of the mounted presentation.

Team Manager's Roles & Responsibilities

(This document applies to Team Managers for all events eg club, zone, state, national)

- Attendance at all Team Managers meetings.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the TD/Judge in Chief).
- Responsible for back number distribution and their return.
- Submit and collect performance cards where applicable.
- Ensure pencilling and other duties requested are fulfilled.
- Ensure that the contents and requirements of the event biosecurity, risk mitigation and emergency contingency plan are known to all team members and supporting personnel.
- To ensure that prior to departure for the event that a complete list of team members and their mounts has been forwarded to the Team Manager by the zone and that the team members have been advised of the name and contact details of the Team Manager.
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the OC.
- Team Managers are to brief riders on appropriate conduct during the presentations.
- Ensure all riders are present at the final presentations as per requirements of the OC.
- Rider's unable to comply with the OC requirements for presentations for example exemptions (eg difficult, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing, first and foremost through the Team Manager, with final approval to be granted by the TD/Judge in Chief. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Judge In Chief/TD and OC or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- **AGE & FITNESS TEST (where applicable)** To be conducted on the afternoon prior to commencement of the championships. Late arrivals will be conducted the morning of commencement of championships.
 - Location to be advised and communicated via Team Managers.
 - Competitors are to be appropriately attired with boots & helmet.
 - Coombe Family trophy for best presented and trot up Zone Team.
 - Horses must have four-year-old teeth in wear, bridled, with no rugs or boots.
 - Unmounted inspection will be in Zone order.

Zone Team Manager Roles and Mounted Presentation at State Events

- Responsibility for all team members whilst at the event
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests, which must be made within an hour of the incident or of results being posted accompanied with a \$50 fee.(Whilst the manager may have assistance at the event, protests must only come through the team manager.
- Responsible for back number distribution and their return.
- Assemble riders for the presentation.
- Ensure all riders from the zone are present at the final presentation.
- Submit and collect performance cards where applicable.
- Ensure Zone pencilling and other duties are fulfilled promptly.
- Ensure that the contents and requirements of the event biosecurity, risk mitigation and emergency contingency plan are known to all team members and supporting personnel.
- To ensure that prior to departure for the event that a complete list of team members and their mounts has been forwarded to the team manager by the zone and that the team members have been advised of the name and contact details of the team manager.
- Attendance at the Zone Team Managers meeting

Team Managers Meeting Dressage Championships

- Dressage scoring as per Current Dressage Rule Book.
- Gear as per Current Gear Check rule book.
- Note lungeing/exercising rules and gear as per Dressage rule book including pre event exercising in the dressage competition area.
- When entering the ring riders only need to salute to the main judge.
- Team managers are Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Appoint assistants
- Whilst callers are allowed for the competition the people involved should not stand in the middle of the exercise arenas whilst waiting but rather along the fence out of the way until required.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Combined Training Championships

- CT scoring as per Current CT Rule Book.
- Gear as per Current Gear Check rule book.
- Competitors in combined groups are combined according to their dressage level but jump their own height and same course. Only combined for the purpose of team scoring, not individual.
- Speed for SJ- 350mpm- 105cm and 95cm, 325mpm- 80cm and 60cm, 300mpm- 12 and under 60cm and 10 years and under 50cm
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Horse Trials Championships

- Horse Trials scoring as per Current Horse Trials Rule Book.
- Gear as per Current Gear Check rule book.
- Age and fitness check. See page 14.
- When entering the Dressage Arena the rider only needs to present to the main judge.
- All Dressage tests must be ridden from memory and carrying a whip in the dressage arena is prohibited.
- The Cross Country Course is closed until it has been officially open by the TD.
- During show jumping and the cross country section a rider may be handed his whip or spectacles at any time without dismounting.
- Riders entering the cross country section of an ODE are required to wear a medical arm band and body protector.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Jumping Equitation Championships

- Jumping Equitation scoring as per Current Jumping Equitation Rule Book.
- Gear as per Current Gear Check rule book.
- When entering the ring riders only need to present to the main judge.
- Tasks will be in round 2 and 3 and will be posted on the wall as well as marked on the ring plan.
- No unauthorised assistance is allowed in Jumping Equitation except for handing back spectacles.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Current Showjumping Championships

- Rules and scoring as per Current Showjumping Rule Book.
- Gear as per Current Gear Check rule book.
- Age and fitness check. See page 14.
- No unauthorised assistance is allowed except for handing back spectacles.
- Articles events were run by.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Sporting Gymkhana Championships

- Scoring as per Current Rule Book in each discipline.
- Gear as per Current Gear Check rule book.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Formal Gymkhana Championships

- Scoring as per Current Rule Book in each discipline.
- Gear as per Current Gear Check rule book.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
- Ensure all riders are present at the final presentations as per requirements of the organising committee.
- Rider's unable to comply with the requirements for presentations for example exemptions (difficult horse, lame horse etc) and/or extenuating circumstances (leave early) need to be made in writing through the Team Manager, with final approval to be granted by the Judge in Chief/TD. If mounted presentation & unable to present mounted must attend unmounted with their team.
- Team Managers are to follow directions given by the Chief Steward/JIC/TD and Organising committee or representative of prior to the commencement of the presentations as well as at the conclusion of the presentations.
- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Campdrafting Championships

- Scoring as per Current Rule Book in each discipline.
- Gear as per Current Gear Check rule book.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
- Team Managers are to brief riders on appropriate conduct during the presentations eg sitting on horses correctly, level of noise, how to approach/leave the presentation area etc.
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- Assemble teams 15 mins prior to start time – ½ sections/sections.
- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Mounted Games Championships

- Scoring as per Current Rule Book in each discipline.
- Gear as per Current Gear Check rule book.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
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- Chief Steward then directs the Team Manager, with the help of the announcer, leading teams and directing placement and positioning.
- Riders approach placing markers in walk or trot. Once all awards have been presented for that group, riders leave at the walk only.

Team Managers Meeting Stockmans Challenge Championships

- Scoring as per Current Rule Book in each discipline.
- Gear as per Current Gear Check rule book.
- Responsible for all team members whilst at the event.
- Inspect uniforms and gear of competitors before they report to gear check.
- Responsible for lodging of protests as per the event program. (Whilst the Team Manager may have delegated assistance at the event, protests must only come through them to the Judge in Chief and Technical Delegate).
- Attend or appoint assistants to help with course walks or other activities.
- Assemble riders for the presentation in full uniform, either mounted or unmounted, at the request of the organising committee.
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Fitness & Travel to State Events

To be discussed at Team Managers meetings

Competition Management

- Enough hay to keep horse happy with little access to grass
- Take horse out of stable 1 or 2 times a day – pick of grass, walk around (for a good amount of time – hours)
- Quality feed
- Water intake – what to do if not drinking
- Clean stable and sufficient bedding so they will lie down
- What to do if horse isn't eating?
- What to do if horse's legs swell?
- In addition to exercise
- Care at the end of each day

Travel Management

- Stop and let horse off for a drink / allow horse to get head down / pick / walk around every 3-4 hours
- Bring molasses/drink up with you in case they don't want to drink (try these at home in advance)
- If using travel boots / bandages / rugs – remove regularly Re: Heat (do they need boots, etc.?)
- Travel in the cool of the day when possible
- Break up distance to be travelled into manageable sections, pre-arrange stops
- Always check/clean feet prior to reloading
- Small feeds, often
- Ventilation – not too hot
- Aware of travel sickness – talk to vet for advice before you leave

Prior Preparation

- Fitness plan
- Hoof trimming/shoeing appropriate time prior to event
- Introduce feed stuffs slowly prior to event
- Worming/vaccinations
- Handlers fit and aware of duty to horse while away

Post Competition Care

- Reduce feed stuffs slowly
- Gentle exercise
- Manage old legs

Judges Briefing

It is imperative that a judges briefing is held on the morning prior to the start of the championships in each discipline area.

As the Judge in Chief and Technical Delegate you need to make judges aware of any rules that have come into effect as of January 1 of that year. In those disciplines where a scale of marks is used explain these so that everyone is on similar lines of what they should be looking for.

If in your discipline area there are automatic scores for certain errors

Eg dressage- breaking = 4.

Eg- Jumping Equitation- remind of correct of XL can just use a tick above the XL

Some other things to mention where appropriate

- Initial changes that are made.
- Where there are 2 judges if there is any issue confer with the other judge before score sheet is collected.
- Fair judging from the start through to the end of the class.
- Ensure there are no conflicts of interest
- Use of 10s

Percy Bishop Trophy

State Jumping Equitation and Showjumping Championships

Percy Bishop Trophy:

Awarded to best performed horse and rider combination over the 2 disciplines
– Jumping Equitation and Showjumping

State Dressage, Combined Training and Horse trials Championships

Percy Bishop Trophy:

Awarded to best performed horse and rider combination over the 3 disciplines
– Dressage, Combined Training & Horse Trials.

State Sporting, Formal Gymkhana, Campdrafting, Stockmans Challenge and Mounted Games Championships

Percy Bishop Trophy:

Awarded to the rider (12yrs and over) with the highest points riding the same horse in 4 disciplines (sporting gymkhana, formal gymkhana, camp drafting and stockman's challenge). Points gained for placing in top ten in each discipline and one point if not placed in top ten.