**DRESSAGE TECHNICAL DELEGATE REPORT**

**STATE & NATIONAL CHAMPIONSHIPS**

**REGIONAL CHAMPIONSHIPS & CLUB EVENTS**

**Rule 4.3 Technical Delegate states:**

A TD must be appointed for all major events which include Australian and State Championships, Regional Championships, and is highly recommended for all Official Competitive and Participation events. Travel, accommodation and out of pocket expenses will be the responsibility of the OC.

A TD must be appointed by:

* the ADC for Australian Championships
* the SDA for State Championships
* the OC for Regional Championships and club events

The TD is responsible for:

* approval of all administrative arrangements for the event from the time of appointment (no later than six weeks prior to the start of the event) to the end of the event
* inspection of the grounds and arenas and be satisfied that the technical details are in accordance with the rules
* assisting the Ground Jury to supervise the technical conduct of the event after indicating to the President of the Ground Jury, where approached, that the arrangements are satisfactory
* instructing the OC to make any alterations to the arena or to any technical detail associated with the conduct of the event as is considered necessary in a timely manner
* approving the final results in instances where the President of the Ground Jury or the Chief Judge are not available
* furnishing a report within 21 days after the completion of the event
* for Australian Championships to the ADC with a copy to the Event Director
* for State Championships to the SDA
* for any other event to the OC

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| **Date/s of Event:** |  |
| **Name of Event:** |  |
| **Location of Event:** |  |
| **Number of Competitions Held:** |  |
| **Official Competitive** | **YES NO** |
| **AAOR** | **YES NO** |
| **PARA EQUESTRIAN** | **YES NO** |
| **YOUTH** | **YES NO** |
| **Participation** | **YES NO** |
| **Level of Competitions Offered e.g. Novice, Medium etc:** |  |

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| **SCHEDULE** | **YES** | **NO** | **Comment** |
| Was the Technical Delegate involved in the preparation of the Schedule |  |  |  |
| **OFFICIALS** | **YES** | **NO** | **Comment on Aspects that Need Improving and reasons why any areas not according to EA Dressage Rules** |
| Was the Technical Delegate present during the event? |  |  |  |
| Were all appointed Judges officiating within their accredited level? |  |  |  |
| Was the Event Office accessible to officials and competitors? |  |  |  |
| Was a Chief Steward appointed? |  |  |  |
| Was the Chief Steward paid in accordance with the rules from 1/1/17? |  |  |  |
| Were sufficient Stewards present? |  |  |  |
| Was a Gear Check steward appointed? |  |  |  |
| Were Writers at the venue in sufficient time and also efficient? |  |  |  |
| Were there sufficient Runners/Sheet Collectors? |  |  |  |
| Were there a sufficient number of scorers? |  |  |  |
| Was the event conducted according to the schedule? |  |  |  |
| Was the Programming of competitions OK? |  |  |  |
| Did the draw give judges enough breaks during the competition? |  |  |  |
| Did the draw give judges enough **time between** competitions? |  |  |  |
| Did you have good communication with the Organising Committee leading up to the Event? |  |  |  |
| Did you have good communication with the Organising Committee during the Event? |  |  |  |
| Was accommodation provided if required? |  |  |  |
| Were meals provided for officials? |  |  |  |
| Was transport provided for Officials if required? |  |  |  |
| Did all judges receive a copy of the timed draw? |  |  |  |
| Did judges receive an updated draw with scratchings each morning? |  |  |  |
| Did judges receive a copy of the results? |  |  |  |
| Were results presented in the prescribed and timely manner to judges? |  |  |  |
| Were judges paid a travel subsidy in accordance with the rules? |  |  |  |
| Were judges paid for judging as per the recommendation in the rules? |  |  |  |
| Were judges allocated competitions so that they weren’t judging the same horses/riders? E.g. Had comps at least one or more levels apart e.g. Prelim – Elementary – Advanced etc |  |  |  |

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| **GROUNDS** | **YES** | **NO** | **Comment on Aspects that Need Improving and reasons why any areas not according to EA Dressage Rules** |
| Was stabling provided if required? |  |  |  |
| Was stable bedding available? |  |  |  |
| Were yards available? |  |  |  |
| Were competitor Tack Rooms available? |  |  |  |
| Were wash bays available? |  |  |  |
| Was the camping area suitable? |  |  |  |
| Was parking sufficient for competitors? |  |  |  |
| Was parking sufficient for spectators? |  |  |  |
| Were spectators cordoned off a sufficient distance from arenas? |  |  |  |
| Were there sufficient canteen/food outlets? |  |  |  |
| Were trade stands placed a safe distance from horse areas (if applicable)? |  |  |  |
| Was security provided during the event e.g. stables, trade stands? |  |  |  |
| Were there any safety risks? |  |  |  |
| Were any identified safety risks attended to? |  |  |  |
| Was safety an OC priority during event? |  |  |  |
| Was there a contingency plan in case of hot/wet weather? |  |  |  |
| Were adequate plans in place to cope with hot weather and the cooling of horses and riders |  |  |  |
| **COMPETITORS** | **YES** | **NO** | **Comment on Aspects that Need Improving and reasons why any areas not according to EA Dressage Rules** |
| Were arenas correct and safely constructed? |  |  |  |
| Were the arena surfaces of a good safe standard? |  |  |  |
| Was sufficient warm-up areas provided and of a suitable quality surface? |  |  |  |
| Were sand competition arenas available? |  |  |  |
| Were there any sand warm-up arena/s available? |  |  |  |
| Were there any falls of Horse and/or Rider? |  |  |  |
| Was there any Welfare of the Horse/Abuse issues? |  |  |  |
| Were arena surrounds according to recommendations? |  |  |  |
| Did the draw give competitors sufficient time between tests Draw? |  |  |  |
| Were the timed draws sent to competitors in a timely manner? |  |  |  |
| Were updated draws available first thing each day showing scratchings? |  |  |  |
| Were presentations mounted? |  |  |  |
| Was the prize money/goods in kind allocated in accordance with the rules? |  |  |  |
| Was there adequate Horse/Public safety? |  |  |  |
| Was the communication between all Officials & OC satisfactory? |  |  |  |
| Was security available during the event? |  |  |  |
| Were results completed in a timely manner |  |  |  |
| Were there facilities e.g. Rider Retreat available for the riders? |  |  |  |
| Was a loudspeaker system in place? |  |  |  |
| Was the loud speaker system able to be heard? |  |  |  |

**If additional information is to be provided, please attach on a separate page**

**This report is to be completed and forwarded to:**

* **Event Director/OC**
* **Copy to State Dressage Authority (SDA)**

**Within 21 (preferably 14) days of the event**