**DRESSAGE TECHNICAL DELEGATE REPORT**

**STATE & NATIONAL CHAMPIONSHIPS**

**REGIONAL CHAMPIONSHIPS & CLUB EVENTS**

**Refer to rule 6.3 in the current rule book for the role and responsibility of a TD**

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| **Date/s of Event:** |  |
| **Name of Event:** |  |
| **Location of Event:** |  |
| **Number of Competitions Held:** |  |
| **Official Competitive** | **YES NO** |
| **AOR** | **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** |
| Did the TD have input and approve the Schedule prior to it being published |  |  |  |
| **ADMINISTRATIVE** | **Yes** | **No** |  |
| Was the OCs current Risk Management Plan made available to you? |  |  |  |
| **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 for the whole 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 recommendations as per the current rules |  |  |  |
| 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 Electronic or paperless scoring used? |  |  |  |
| Was the event conducted according to the schedule? |  |  |  |
| Was the Programming of competitions OK? |  |  |  |
| Did the draw give judges enough breaks during the competition? |  |  |  |
| **OFFICIALS Continued** | **YES** | **NO** | **Comment on Aspects that Need Improving and reasons why any areas not according to EA Dressage Rules** |
| 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 for the competitions they judged? |  |  |  |
| Were results presented in the prescribed and timely manner to judges? |  |  |  |
| Were judges paid the recommended 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. If ‘no’ were judges at least placed in a different position on the arena? |  |  |  |
| Did horse EA Medication Control take place at this event? |  |  |  |
| **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? |  |  |  |
| Were the requirements of the EA Hot Weather Policy complied with? If so how? |  |  |  |

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| **COMPETITORS** | **YES** | **NO** | **Comment on Aspects that Need Improving and reasons why any areas not according to EA Dressage Rules** |
| Were arenas set up and safely constructed in accordance with the rules? |  |  |  |
| What constituted the arena surface? E.g. grass, sand, sand mix, fibre |  |  |  |
| Were sufficient warm-up areas provided and of a similar surface to the competition arena? Name surface/s provided  |  |  |  |
| Were there any issues raised e.g. arena surface, warm-up area etc brought to your attention? If ‘yes’ please provide details and outcome |  |  |  |
| Were First Aid/Medical Services available? |  |  |  |
| Were there any falls of Horse and/or Rider? |  |  |  |
| Were EA Concussion Protocols followed? (if appropriate) |  |  |  |
| Was a First Aid official present? |  |  |  |
| Was there any Welfare of the Horse/Abuse issues? |  |  |  |
| 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 any 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 and could it be heard? |  |  |  |

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

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

* **National C’Ships – EADC, Event Director & OC**
* **State C’Ships - State Dressage Authority (SDA) & Event Director & OC**
* **All other events – OC**

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