



EQUESTRIAN  
AUSTRALIA

# Driving

## How To Become an Official Judge



DRIVING  
AUSTRALIA



Australian Government  
Australian Sports Commission

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# HOW DO I BECOME A DRIVING OFFICIAL?

Thank you for your enquiry regarding the steps involved in becoming a Driving Official.

The rules that govern Driving Officials are incorporated into the current Equestrian Australia EA **Driving Rules**. The rulebook may be obtained by the following methods:

Electronic (**free of charge**):

- Downloaded from the EA website at [www.equestrian.org.au](http://www.equestrian.org.au).

Printed and bound (**for purchase from EA National Office**):

- Downloaded the order form from the EA website, or request from National Office
- Send order form to the National office, PO Box 673, Sydney Markets, NSW, 2129.

**To become a Level 1 Driving Official candidates need to:**

- be at least 18 years of age
- be a current EA member in the appropriate category
- complete the application form
- attend an EA approved Driving Official's seminar
- complete the current open book theory exam with a pass mark of at least 80%
- Complete the remaining practical requirements as outlined in the EA Driving Rules

## Pathway for Driving Officials



## REQUIREMENTS FOR PROMOTION

The following information has been copied from the EA Driving Rules. EA members applying for accreditation or promotion as a Driving Official must direct their application to Equestrian Australia

The National Driving Committee is responsible for the verification of all applications to become an official. Equestrian Australia facilitate presentation to the EA Driving Committee for consideration.

Financial members of the EA, who are interested in becoming a Driving Official, must complete and submit an application form detailing their experience and referees according to the criteria for promotion and maintenance on the following pages.

Upon satisfactory completion of the requirements of each level, you will be accredited as a Driving Official and added to the National database. Accredited official benefits include insurance cover at EA events, EA support, available ongoing education, name and contact details on web search and news. Each official will also receive a letter, certificate, and welcome pack from Equestrian Australia verifying their accreditation.

In order to remain accredited on the national officials list you must maintain you EA membership and attend update clinics every three years. Other compulsory activities or professional development tasks may also be required to maintain accreditation. Further information on this can be found on the EA website and will be sent when accredited as an official.

## WHAT MAKES A GOOD OFFICIAL?

As an official you have to be highly organised, yet flexible. You have to be able to focus, make decisions quickly, and be confident of the training you have received and knowledge you have acquired as an official. You must possess diplomacy, tact and a sense of humour. You have to be able to recognise and acknowledge mistakes you may make whilst officiating and also be able to diffuse a volatile situation.

You are part of a team. You must be approachable and be able to liaise well with the Course Designer and also the Organising Committee, other officials and athletes.

As an official you must **be consistent and fair and have a thorough knowledge of Driving rules and their application.**

It is important for officials to be:

- Physically fit
- Be able to be consistent and fair from the beginning to the end of the competition
- Mentally alert and able to concentrate for long periods of time

The official must have a thorough knowledge of Driving theory as well as practical Driving training.

## Requirements to attain and maintain Driving Judge Accreditation

Judge Level	Initial Requirements	Theory Requirements	Practical Requirements	To Maintain Accreditation
FEI Level	Refer to FEI promotion requirements <b><i>Candidates need to be a current Level 3 Judge to be eligible for promotion to FEI.</i></b>			
Level 3 National  (All EA Driving Competitions including EA CAN 1* & 2*)	<ul style="list-style-type: none"> <li>Be a current registered EA Level 2 EA Driving Judge for minimum of 1 year</li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Course previous 3 years</li> <li>Successfully complete the EA Driving Judges ORBT with a pass mark of 80%</li> </ul>	<ul style="list-style-type: none"> <li>Officiated at 3 EA Competitor Driving events covering all phases in previous 5 years.</li> <li>Attend an EA Dressage Judge practical seminar of minimum E level in the previous 3 years</li> <li>Participate in an EA Dressage Training Scale workshop (online or face to face)</li> <li>Recommend but not mandatory to attend a training lesson with an EA Driving Coach. If possible one session should include multiples</li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Update Clinic/Course every 3 years and other stipulated reaccreditation requirements set by EA.</li> <li>Have officiated a minimum of 2 times in the previous 3 years</li> </ul>
Level 2 National  (All EA Driving Competitions up to and including EA CAN1*)	<ul style="list-style-type: none"> <li>Be a current registered Level 1 Driving Judge for minimum of 1 year</li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Course previous 3 years</li> <li>Successfully complete the EA Driving Judges ORBT with a pass mark of 80%</li> </ul>	<ul style="list-style-type: none"> <li>Officiated at 3 EA Competitor events covering Dressage and Cones phases in the previous 5 years.</li> <li>Participate in an EA Dressage Training Scale workshop (online or face to face)</li> <li>Attend an EA Dressage Judge practical seminar of minimum F level in the previous 3 years</li> <li>Recommend but not mandatory to attend training lessons with an EA Driving Coach. If possible one session should include multiples</li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Update Clinic/Course every 3 years and other stipulated reaccreditation requirements set by EA.</li> <li>Have officiated a minimum of 2 times in the previous 3 years</li> </ul>
Level 1 National  (EA Drive-1 & 2 Challenge Tests and EA Drive-1 & 2 Dressage Tests & Cones Courses)	<p>Be an current EA member over 18yrs old</p> <ul style="list-style-type: none"> <li>Have a minimum of one of the following:               <ul style="list-style-type: none"> <li>- Be a registered EA Level 1 or higher General, Dressage or Driving Coach</li> <li>- Competed at the minimum of 1 FEI Driving Competition</li> <li>- Be a registered EA Dressage judge F Level or higher</li> <li>- Be registered as a Driving Official with another Driving Organisation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Course previous 3 years</li> <li>Successfully complete the EA Driving Judges ORBT with a pass mark of 80%</li> <li>Complete AIS Community Officiating Principles Course</li> </ul>	<ul style="list-style-type: none"> <li>Assist at 1 EA/FEI Cones event at any level in past three years</li> <li>Assist at 1 EA/FEI Marathon event in the past three years</li> <li>Shadow Judge minimum 10 Driving Dressage Tests included 2 multiples (2 pairs of teams) At Any EA/FEI Level Event Can take place over more than one event</li> <li>Scribe for EA Dressage Judge Educator/Mentor for 10 horses at any EA level event.</li> <li>Attend an EA Training Scale Dressage workshop</li> </ul>	<ul style="list-style-type: none"> <li>Attend an EA Driving Officials Update Clinic/Course every 3 years and other stipulated reaccreditation requirements set by EA.</li> <li>Have officiated a minimum of 2 times in the previous 3 years</li> </ul>

## Requirements to attain and maintain Driving Course Designer accreditation

Course Designer Level	Initial Requirements	Theory Requirements	Practical Requirements	To Maintain Accreditation
FEI	Refer to FEI promotion requirements <i>Candidates need to be a current Level 3 Course Designer to be eligible for promotion to FEI.</i>			
Level 3				
Level 2				
Level 1				

**Coming Soon**  
 Requirements to attain & maintain accreditation for Course Designers & Technical Delegates are being developed and will be included once finalised.

## Requirements to attain and maintain Driving Technical Delegate accreditation

Technical Delegate Level	Initial Requirements	Theory Requirements	Practical Requirements	To Maintain Accreditation
FEI	Refer to FEI promotion requirements <i>Candidates need to be a current Level 3 Technical Delegate to be eligible for promotion to FEI.</i>			
Level 3				
Level 2				
Level 1				

**Coming Soon**  
 Requirements to attain & maintain accreditation for Course Designers & Technical Delegates are being developed and will be included once finalised.

**Record of Judging Experiences for Equestrian Australia Accreditation**

Name: ..... Address:.....

Current EA Judges Level: ..... Email: .....

Phone BH: ..... AH: ..... Mobile: .....

Date	Event	Duties	Comments	Name & signature of overseeing Judge
				..... .....
				..... .....
				..... .....
				..... .....
				..... .....
				..... .....

*Use as many forms as required.*





## EA DRIVING JUDGE APPLICATION FORM EA LEVEL 1 ACCREDITATION



This form is to be sent directly to the Equestrian Australia who will present to the EADrC for approval for verification with your attached summary sheet/s of practical Record of Experience judging. Successful applications will be added to the national database.

<b>Name</b>		<b>EA Number</b>	
<b>Verification Slip</b>			
Attend an EA Driving course in the previous 3 years	Date: Location:	Attach Certificate	
Have a minimum of one of the following  Please tick and supply evidence such as results or certificates	<input type="checkbox"/> Be a current EA Coach Level 1 or higher General, Dressage or Driving	<input type="checkbox"/> Be a registered EA Dressage Judge F level or higher	
	<input type="checkbox"/> Competed at the minimum of 1 FEI Driving competition.	<input type="checkbox"/> Registered as a Driving Official with another Driving Organisation	
Complete and pass 80% EA Driving Judge ORBT	Date Percentage	Attach Certificate	
Complete and pass AIS Community Officiating Principles Course	Date	Attach Certificate	
<b>Practical Experience</b>			
Assist at 1 EA/FEI Cones Event in the past three years	Date Competition	Attach Confirmation email from OC or EA/FEI Official	
Assist at 1 EA/FEI Marathon Event in the past three years	Date Competition	Attach Confirmation email from OC or EA/FEI Official	
Shadow Judge a minimum 10 Driving Dressage Tests including 2 multiples (2 pairs of teams) at any EA/FEI event. Can take place over more than one event		Attach Shadow Judge Form	
Scribe for EA Dressage Judge Educator/Mentor for 10 horses at any EA Level Event	Date Venue Judge	Attach Confirmation email from Judge	
Attend an EA Training Scale Dressage Workshop	Date Venue	Attach Certificate	

**NOTE: Shaded boxes are for Office Use Only**

Please provide the following details so Equestrian Australia can provide your accreditation:

Name:

Date of Birth:

Address:

Suburb:

State:

Post Code:

Tel

Mobile:

**Don't forget 2<sup>nd</sup> page of Application form on page 10**



## EA DRIVING JUDGE APPLICATION FORM FOR EA LEVEL 2 ACCREDITATION



This form is to be sent directly to the Equestrian Australia who will present to the EADrC for approval for verification with your attached summary sheet/s of practical Record of Experience judging. Successful applications will be added to the national database.

<b>Name</b>		<b>EA Number</b>	
<b>Verification Slip</b>			
Be a Current EA Driving Judge for a minimum of 1 year	Date Obtained	Attach Certificate	
Complete and pass 80% EA Driving Judge ORBT	Date Percentage	Attach Certificate	
Attend an EA Driving course in the previous 3 years	Date Venue	Attach Certificate	
<b>Practical Experience</b>			
Officiated at 3 EA Competitor events covering Dressage and Cones phases in the previous 5 years	Date:	Date:	
	Venue	Venue	
	Class:	Class:	
	Date:		
	Venue		
	Class:		
Attend an EA Training Scale Dressage Workshop	Date Venue	Attach Certificate	
Attend an EA Dressage Judge practical Seminar minimum F Level in previous 3 years	Date Venue	Attach Certificate	
<b>Recommended</b> bit not mandatory to attend training lessons with an EA Driving Coach If possible one session should include multiples	Date Venue	Attach Confirmation email from Coach	

**NOTE: Shaded boxes are for Office Use Only**

Please provide the following details so Equestrian Australia can provide your accreditation:

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel (BH): \_\_\_\_\_

(AH): \_\_\_\_\_

Mobile: \_\_\_\_\_

**Don't forget 2<sup>nd</sup> page of Application form on page 10**



## EA DRIVING JUDGE APPLICATION FORM FOR EA LEVEL 3 ACCREDITATION



This form is to be sent directly to the Equestrian Australia who will present to the EADrC for approval for verification with your attached summary sheet/s of practical Record of Experience judging. Successful applications will be added to the national database.

Name		EA Number:	
<b>Verification Slip</b>			
Be a Current EA Driving Judge for a minimum of 1 year	Date Obtained	Attach Certificate	
Complete and pass 80% EA Driving Judge ORBT	Date Percentage	Attach Certificate	
Attend an EA Driving course in the previous 3 years	Date Venue	Attach Certificate	
<b>Practical Experience</b>			
Officiated at 3 EA Competitor events covering all phases in the previous 5 years	Date: Venue	Date: Venue	
	Class: Date: Venue Class:	Class:	
Attend an EA Training Scale Dressage Workshop	Date: Venue:	Attach Certificate	
Attend an EA Dressage Judge practical Seminar minimum E Level in previous 3 years	Date: Venue:	Attach Certificate	
<b>Recommended</b> bit not mandatory to attend training lessons with an EA Driving Coach If possible one session should include multiples	Date: Venue:	Attach Confirmation email from Coach	

**NOTE:** Please provide the following details so Equestrian Australia can provide your accreditation:

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

State: \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel (BH): \_\_\_\_\_

(AH): \_\_\_\_\_

Mobile: \_\_\_\_\_

Don't forget 2<sup>nd</sup> page of Application form on page 10

### Application form

**Your EA membership must be current and both pages of the application form received before your EA Official registration can be processed.**

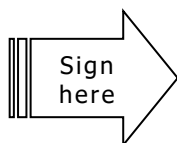
**Your Declaration**

The EA and its affiliated organisations have a duty of care to their members and to the general public who interact with EA Officials, as these responsibilities may involve direct and/or unsupervised contact with people under the age of 18 years. As part of this duty of care and as a requirement of the EA's Member Protection Policy, the EA must enquire into the background of EA Members applying for registration as an EA Official.

All EA Members wishing to be registered by the EA as an EA Official are required to complete the following declaration;

I Sincerely declare:

1. I have met all the requirements in relation to state specific legislation regarding police checks, working with children checks and can produce evidence as required.
2. I do not have any criminal charge pending before the courts, nor any criminal convictions or findings of guilt for offences involving sexual activity, acts of indecency, child abuse or child pornography.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
4. I have never been sanctioned for an anti-doping rule violation under any EA anti-doping policy (Athlete or Equine).
5. I have never participated in, facilitated or encouraged any practice prohibited by the World Anti-Doping Agency Code or any other anti-doping policy applicable to me, in the EA Horse Anti-Doping Policy.
6. To my knowledge there is no other matter that the EA may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by accepting my EA Officials registration.
7. I will notify the CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 5] above has changed for whatever reason.
8. I acknowledge that I have read and agree to abide by the **EA Code of Conduct for Officials**. I acknowledge I may be subject to disciplinary action if I breach the code. (Code of Conduct is available to view vi)



SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

QLD Members Blue Card Details Number :

EXP:

**State Contact – Please return a copy of these forms to the Education Department for officials to be accredited and database updated.**

EA National Office  
PO Box 673, SYDNEY MARKETS, NSW 2129 OR  
Email (preferred) : [amy.mcgregor@equestrian.org.au](mailto:amy.mcgregor@equestrian.org.au)

**NOTE:** Applications that are not completed will not be accepted and will be returned



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F +61 2 9763 2466  
E [info@efanational.com](mailto:info@efanational.com)  
I [www.equestrian.org.au](http://www.equestrian.org.au)  
ABN 19 077 455 755

*Codes of Conduct as per Attachment A of the EA Member Protection Policy*

## The EA Code of Conduct for Officials

In addition to the EA General Code of Behaviour, the following requirements are imposed on EA Officials during any activity held or sanctioned by EA, or as an official appointed by the organisation or one of its affiliates:

- Respect the rights, dignity and worth of others
- Be fair, equitable, considerate and honest in all dealing with others
- Use facilities and equipment for their proper purposes and care for and maintain such facilities and equipment correctly
- Refrain from anything which may abuse, intimidate or harass others
- Provide a safe environment for training and competition
- Place the safety and welfare of the riders/participants above all else
- Abide by the principles of the FEI Code of Conduct for the Welfare of the Horse
- Maintain a 'duty of care' towards others and an accountability for matters relating to training and competition
- Accept responsibility for all actions taken
- Be impartial
- Avoid any situation which may lead to a conflict of interest
- Be courteous, respectful and open to discussion and interaction
- Value the individual in sport
- Preserve and protect the standing and reputation of the organisation
- Understand the repercussions if you breach, or are aware of any breaches of the EA Member Protection Policy.



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I [www.equestrian.org.au](http://www.equestrian.org.au)  
ABN 19 077 455 755

*Codes of Conduct as per Attachment A of the EA Member Protection Policy*

## The FEI Code of Conduct for the Welfare of the Horse

1. The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times **the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.**
2. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
3. Horses and competitors must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
4. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
5. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.

The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.

# CONTACT AND REFERENCE INFORMATION

These are available from the EA National Office, the EA and the FEI websites.

## Rules

- [Equestrian Australia Website](#)
- [EA Driving Rules](#)
- [EA General Regulations](#)
- [FEI Website](#)
- [FEI General Regulations](#)

## General Information

- Equestrian Australia is the National Federation (NF) for National and International Competitions in Australia, the High Performance Management, funding, National Rules, Policies, Education/Training and Promotion of the Sport.  
See the website for more information.
- The (Government) Australian Sports Commission (ASC) authorises and funds Australian Sport.
- EA Branches are responsible for Registrations, Affiliated Clubs and Schools programmes.

## Reference points

- EA National [www.equestrian.org.au](http://www.equestrian.org.au)
- Official list: on EA website [HERE](#) > Searches > Officials > Driving. It can be further filtered by Level and State.
- FEI - [www.fei.org](http://www.fei.org)
- Certificate– issued by National Office
- Code of Conduct **for the Welfare of the Horse**
- Code of Conduct for Officials



## CONTACT INFORMATION

**Equestrian Australia**

P.O Box 673, Sydney Markets

NSW, 2140

Tel: 02 8762 7777

State	Contact Details	Role	Contact and Email
 <b>EQUESTRIAN QUEENSLAND</b>	<b>Equestrian QLD</b> <b>Postal Address:</b> Suite 1.05, 150 Caxton Street, Milton QLD 4064 Tel: 07 3891 6611	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:enquiries@equestrianqld.com.au">enquiries@equestrianqld.com.au</a>
 <b>EQUESTRIAN NEW SOUTH WALES</b>	<b>Equestrian NSW</b> <b>Postal Address:</b> PO Box 7077 Wetherill Park BC NSW 2164 Tel: 02 9620 2660	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:info@ensw.org.au">info@ensw.org.au</a>
 <b>EQUESTRIAN TASMANIA</b>	<b>Equestrian TAS</b> <b>Postal Address:</b> PO Box 304, Brighton TAS 7030 TEL: 0477 685 265	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:office@equestriantas.com">office@equestriantas.com</a>
 <b>EQUESTRIAN VICTORIA</b>	<b>Equestrian VIC</b> <b>Postal Address:</b> PO Box 616, Werribee VIC 3030 Tel: 03 9013 0707	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:member.services@equestriavictoria.com.au">member.services@equestriavictoria.com.au</a>
 <b>EQUESTRIAN WESTERN AUSTRALIA</b>	<b>Equestrian WA</b> <b>Postal Address:</b> 303 Cathedral Avenue Brigadoon Western Australia 6069 Tel: 08 9296 1200	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:reception@equestrianwa.org.au">reception@equestrianwa.org.au</a>
 <b>EQUESTRIAN SOUTH AUSTRALIA</b>	<b>Equestrian SA</b> <b>Postal Address:</b> Unit 10, 2 Cameron Road Mount Barker SA 5251 Tel: 08 8391 0488	<b>State Driving Representative</b>	TBA
		<b>State Branch Contact</b>	<a href="mailto:reception@equestriansa.com.au">reception@equestriansa.com.au</a>
 <b>EQUESTRIAN NORTHERN TERRITORY</b>	<b>Equestrian NT</b> <b>Postal Address:</b> PO Box 901 Coolalinga NT 0839 Tel: 0497 303 535	<b>State Branch Contact</b>	<a href="mailto:admin@ent.org.au">admin@ent.org.au</a>



