



## **GENERAL REGULATIONS FOR DRESSAGE**

*Proposed for adoption*

*On 10 August 2017 and approved by council on 16 August 2017*

### **PREAMBLE**

The General Regulations have traditionally been drawn up by the South African Equestrian Federation to govern and to assist in regulating several aspects of equestrian sport which are common to all disciplines. In the absence of these General Regulations being adopted and enforced by the South African Equestrian Federation during 2017 and to ensure the continuity of essential portion of the regulatory framework for the Discipline of Dressage in South Africa, a similar version of these essential and historical regulations have been adopted by Dressage South Africa.

The General Regulations have been drawn up in the broadest possible terms, so as to allow Organising Committees affiliated to the association of Dressage South Africa and registered Clubs as much freedom as possible in the management of their events and in the preparation of their schedules.

It is the duty of Responsible Officials to make decisions based on common-sense and fair play, using all technical assistance available including official video-recordings (an official video-recording is considered to be a recording made by a TV network or video company hired by the organising committee), thus reflecting as closely as possible the intention of the rules and regulations.

These General Regulations are always to be read and interpreted in conjunction with the Constitution of Dressage South Africa and any rule, policy, by-law or regulation passed by the Council of Dressage South Africa, including those of FEI, SAIDS, SASCOC and WADA Anti-Doping Code.

**The interests of the HORSE shall always be considered as paramount.**

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## SECTION 1 : DEFINITIONS AND INTERPRETATION THROUGHOUT THESE REGULATIONS:

- 1.1. ADJUDICATING BODY shall mean the Ground Jury, Appeal Committee or Judicial/Disciplinary Committee which adjudicates a contravention.
- 1.2. ADULT shall mean an athlete who may compete as an Adult from the end of the year in which they turn 18 or as defined in the specific **Dressage SA** Rules.
- 1.3. ADULT ATHLETE shall mean an athlete as defined in 1.2.
- 1.4. ADULT/JUNIOR/CHILD HORSE shall mean a horse, which is registered with the appropriate body to be ridden in competitions by an Adult, Junior or Child competitor as per the **Dressage SA** Rules.
- 1.5. AFFILIATED BODY /SHOW HOLDING BODY shall mean a body affiliated to **Dressage SA** which is authorised by them to hold events. A Show Holding Body must be registered with **Dressage SA** in order for it holds events. This will ensure, that the shows are registered on the **Dressage SA** Calendar and will be covered by the Discipline's public liability insurance policy where relevant.
- 1.6. APPROVED VENUE shall be a venue approved and meeting all of the requirements as set out by **Dressage SA** for the hosting of events.
- 1.7. ASSOCIATE ENTITY, MEMBER OR BODY shall mean a Club, Association or Society affiliated to **Dressage SA** as defined in the **Dressage SA** Constitution.
- 1.8. ATHLETE shall mean a person who rides a horse during an event/competition, and together with his horse, shall be regarded as one competitor.
- 1.9. ATHLETE CLASSIFICATION shall mean the classification of a competitor as an Adult, Young Rider, Junior, Child or Pony Rider.
- 1.10. DRESSAGE shall mean the discipline of Dressage as referred to in this Constitution of **Dressage SA** and as defined by the FEI, whether ridden in the presence of other Athletes, or by means of correspondence or by way of the internet, computer software programmes or otherwise.
- 1.11. DRESSAGE SOUTH AFRICA and **DRESSAGE SA** means the body recognised by SAEF as the organisation responsible for DRESSAGE in the Republic of South Africa, and as referred to in this Constitution of the organisation and incorporates all rights that may have existed or exist in the entity formerly known as the South African Equestrian Association National Dressage Technical Committee.
- 1.12. CLUB shall be as defined by the **Dressage SA** constitution.
- 1.13. CHILD RIDER shall be as defined by the FEI i.e. Athletes who may take part in FEI "Children" Competitions. Inclusion of Athletes in this category takes place for children from the year in which they turn twelve (12) until the end of the year they reach the age of fourteen (14).

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- 1.14. CI STATUS shall mean International Status.
- 1.15. CI/CIO STATUS EVENTS shall mean events and team events having been accorded International Status (either Concours International or Concours International Official).
- 1.16. CN STATUS shall mean National Status
- 1.17. CN STATUS EVENTS shall mean those events or competitions, which have been accorded CN Status.
- 1.18. COMPETITION shall mean each individual class in which competitors are placed in an order of merit and for which prizes and/or recognition may be awarded.
- 1.19. COMPETITOR or ATHLETE shall mean a person who rides a horse during an event as defined in Clause 1.8 above.
- 1.20. COMPETITOR CLASSIFICATION shall mean the classification of a competitor as an Adult competitor, Young Rider, Junior competitor, Pony Rider, Child Rider or any other classification in **Dressage SA's** Rules.
- 1.21. COMPETITIVE ATHLETE shall be a person who competes for qualification or recognition as defined by the relevant Discipline Association constitutions and rules.
- 1.22. COMPLAINT shall mean a complaint of a contravention in writing.
- 1.23. CONTRAVENTION shall mean a contravention of these General Regulations, SAEF Rules and Regulations, Veterinary Regulations, Drug Free Sport Regulations, **Dressage SA** Rules and Regulations or Discipline Association Constitutions.
- 1.24. CUSTODIAN shall mean the person legally responsible (parent or guardian) for any minor under the age of 18.
- 1.25. DISCIPLINE shall mean the specific different equestrian disciplines (sport) for which separate types of events or competitions are established with separate rules, and as specified by the FEI.
- 1.26. DISCIPLINE ASSOCIATION shall mean the various independent legal entities governing the Disciplines as set out in the Preamble of these General Regulations.
- 1.27. DISCIPLINE RULES shall mean the rules established for **Dressage SA**.
- 1.28. DISCIPLINARY CODE shall mean as defined in the prevailing General and Veterinary Rules and Regulations.
- 1.29. DISCIPLINARY TRIBUNAL shall mean an ad hoc disciplinary committee convened to deal with Disciplinary matters and if necessary hearings in terms of the Disciplinary Code.
- 1.30. DISQUALIFICATION
- 1.30.1. from a competition means that the competitor and horse or horses concerned - even should they change ownership - are removed from the list of starters and the classification and includes the forfeiture of prize money won in that particular competition.

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- 1.30.2. from an event means that the competitor and horse or horses concerned - even should they change ownership - must take no further part in that event and it includes (in addition to what is mandated under paragraph 1 above) the forfeiture of any prize money won in previous competitions at that event where this is provided for in the `Constitution, Regulations or Rules In a multi- discipline event it will be at the discretion of the President of the Ground Jury or Discipline Association Representative in consultation with all other relevant Discipline Association Officials as to whether or not the disqualification will be for all the events across all disciplines dependent on the severity of the contravention.
- 1.31. ELIMINATION shall mean that a competitor (including the horse or horses entered by him in the competition concerned) may not continue in the competition concerned.
- 1.32. ENTRY LEVEL MEMBER/ATHLETE shall be a person who competes at development/entry level up until they reach such level when full membership is required as determined by **Dressage SA**.
- 1.33. EVENT shall mean the complete show or meeting under the control of an Organising Committee. The period of an event extends from either 30 minutes before the first Horse Inspection or, if there is no horse inspection, the first competition or the course inspection, (whichever is earlier), until 15 minutes after the announcement of the final results, and all MCP testing has been finalised unless the schedule provides otherwise.
- 1.34. EXPULSION shall mean expulsion as a member of **Dressage SA** and the SAEF.
- 1.35. FEI shall mean the Fédération Equestre Internationale
- 1.36. FEI RULES shall mean the statutes, rules and regulations of the FEI as in 1.35 above.
- 1.37. FOREIGN JUDGE/TECHNICAL DELEGATE shall mean an Official on the Ground Jury of an Event as determined by the rules and definitions of either the FEI or **Dressage SA**.
- 1.38. GENERAL REGULATIONS shall mean these General Regulations.
- 1.39. GEO-POLITICAL BOUNDARIES are as described in NSRA 110 of 1998.
- 1.40. GRADED COMPETITION shall be as defined in the **Dressage SA** Rules.
- 1.41. GROUND JURY shall be appointed to control a Competition or Event. The number and category of Judges and / or officials to be appointed as members of a Ground Jury for a competition or Event is laid down in the **Dressage SA** Rules
- 1.42. HORS CONCOURS – H/C shall be as defined in the **Dressage SA** Rules.
- 1.43. HORSE, wherever applicable, shall include pony unless specified.
- 1.44. HORSE CLASSIFICATION shall mean the classification as a horse if measuring over 1.48m without shoes or 1.49m with shoes. Horses shall be re-measured annually until the age of seven (7) where after the horse shall be re-measured upon request by a registered Panel Official(s) linked to a specific event (Clause 1.67).
- 1.45. JUDICIAL COMMITTEE shall mean the person or persons appointed from time to time, by **Dressage SA** to an independent or joint judicial committee, or the SAEF Judicial Committee where relevant.
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- 1.46. JUNIOR shall mean an athlete who may compete as a Junior from the beginning of the year they turn Fourteen (14) up to the end of the calendar year in which they turn eighteen (18).
- 1.47. JUNIOR Competitor shall mean a Junior as defined in 1.46.
- 1.48. JURISDICTION shall mean the authority over a member to apply all Rules, Regulations and Constitution of **Dressage SA** and any other prevailing governing body.
- 1.49. JURISDICTION AREA shall mean the territory of the Republic of South Africa over which Discipline Association is authorised to exercise control.
- 1.50. LOCAL RULES shall mean rules introduced by Provincial Discipline Association committees or the Organising Committee of any Recognised event. Local rules shall be supplementary to, and not in conflict with National Rules. All local rules introduced by Dressage Provincial Committees shall be approved by the **Dressage SA** committee.
- 1.51. MEMORANDUM OF UNDERSTANDING (MOU) shall mean an Agreement signed between the **Dressage SA** listed in the Preamble for the purpose of co-operation in matters common to all.
- 1.52. MULTI-DISCIPLINE shall mean a show or event involving more than one Discipline.
- 1.53. NATIONAL RULES shall mean all of the rules and regulations of the **Dressage SA** association.
- 1.54. ORGANISING COMMITTEE/EVENT ORGANIZER shall mean any organisation, group, society or body, which is recognised by **Dressage SA** and is held to be responsible for the management of any event. These may include Clubs, Show Holding Bodies or Discipline Associations.
- 1.55. OWNER shall mean the person who is registered as the owner of a horse with **Dressage SA** regardless of who the true legal owner may be.
- 1.56. PERSON RESPONSIBLE shall mean the following persons:
- 1.56.1. A competitor who rides the horse during an event.
  - 1.56.2. However, the owner may be regarded as an additional Person Responsible if he/she is present at the event or has made a relevant decision about the horse.
  - 1.56.3. The legal guardian of a competitor who is under 18 years of age.
  - 1.56.4. The Chef d'Equipe in respect of official teams at events.
  - 1.56.5. In respect of an Organising Committee, Juristic Person or any other body, the person nominated by that body and accepted by **Dressage SA** as such.
- 1.57. PONY shall mean a small equine whose height at the withers, having been measured on a smooth level surface, does not exceed 1.48m without shoes, and 1.49m with shoes upon registration or as otherwise defined by **Dressage SA** Rules.
- 1.58. PONY RIDER shall mean an athlete who may compete as a Pony Rider up to the end of the calendar year in which they turn sixteen (16). They will ride a pony as described in 1.57 above. They may compete as a Junior at the beginning of the year in which they turn fourteen (14) but will have to move into the Junior category at the end of the year in which they turn sixteen (16).
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- 1.59. PROHIBITED SUBSTANCE shall mean:
- 1.59.1. Substances used by the athletes which are prohibited from time to time under World Anti-Doping Association (WADA) and/or the FEI Anti-Doping rules, irrespective of the status of the event.
  - 1.59.2. Substances administered to horses and defined as such from time to time in the Veterinary Regulations and/or the FEI irrespective of the status of the event.
- 1.60. PROTEST shall mean a written complaint within the prescribed process.
- 1.61. PROVINCE or DISTRICT shall mean the area, as defined by the Geo-Political Boundaries of the Republic of South Africa. Geo-Political Boundaries are as described in the NSRA 110 of 1998.
- 1.62. PROVINCIAL COMMITTEE shall mean a committee of **Dressage SA** authorised to exercise, within a defined Geographical area, such authority as may be delegated to it in accordance with **Dressage SA's** constitution that it represents.
- 1.63. RECOGNISED OR AFFILIATED EVENT, ACTIVITY OR COMPETITION shall mean an event or activity staged by an Organising Committee that has been accepted by **Dressage SA** in accordance with **Dressage SA** Rules and these General Regulations, and in respect of which the schedule where applicable has been considered and approved by **Dressage SA** and which may or may not receive qualifying points or recognition. Any recognized activity requires membership irrespective when the activity is competitive, or at entry level.
- 1.64. RECREATIONAL/SOCIAL MEMBERS shall be a person who rides for pleasure and does not enter into any formal competition (development or other)
- 1.65. SAEF shall mean the South African Equestrian Federation
- 1.66. SAEF CONSTITUTION and RULES shall mean the Constitution and Rules and Regulations of the SAEF.
- 1.67. SANCTIONED EVENTS shall be an event or activity held by bodies registered with and or affiliated to **Dressage SA** including members registered with or affiliated to **Dressage SA**, and which has been approved by **Dressage SA** and appears on the official calendar. This event may be at any level including training/development and may or may not offer official recognition or qualification points.
- 1.68. SANESA COMPETITIONS shall mean competitions run under the auspices of the South African National Equestrian Schools Association.
- 1.69. SCHEDULE shall mean the official notice of the event sent out to advertise such an event.
- 1.70. SECRETARY GENERAL shall mean the person defined as such in the SAEF Constitution.
- 1.71. SENIOR PANEL OFFICIALS shall mean those officials who are members of **Dressage SA** National or Master Panels, Judges, Course Designers, Stewards, Technical Delegates and/or Veterinarians.
- 1.72. SERVICE LEVEL AGREEMENT (SLA) shall mean an agreement between **Dressage SA** and any other related body that provides a service including but not limited to the SAEF, Clubs, Provincial Dressage Structures and Show Holding Bodies.

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- 1.73. SUSPENSION shall mean offenders who are members of **Dressage SA** and who are suspended as a member of the **Dressage SA** association. This will automatically result in the suspension by the SAEF and all other Discipline Associations upon their written confirmation.
  - 1.74. UNGRADED COMPETITION shall mean classes receiving no recognition as per the **Dressage SA** Rules.
  - 1.75. UNSANCTIONED EVENT shall mean an event which has not been approved by **Dressage SA**. No insurance cover by **Dressage SA** will be available at these events, nor will **Dressage SA** be liable for any aspect of the event or its results. In addition, it is the prerogative of **Dressage SA** to suspend any member or official if they compete in such an event without prior permission. No official qualification or recognition will be awarded at such events.
  - 1.76. VENUE shall be a venue approved and meeting all the requirements as set out by **Dressage SA** for the hosting of events.
  - 1.77. VETERINARY shall be as defined in the prevailing General and Veterinary Rules and Regulations.
  - 1.78. VETERINARY REGULATIONS shall mean the prevailing Veterinary Regulations.
  - 1.79. YOUNG RIDER shall be the category of Athletes who may take part in Competitions for Young Riders from the beginning of the year they reach the age of sixteen (16) until the end of the year they reach the age of twenty-one (21).

## **SECTION 2 : INTRODUCTION TO GENERAL REGULATIONS**

- 2.1. The Dressage South Africa General Regulations as well as the Rules are approved and authorised as per the Dressage South Africa Constitution.
- 2.2. The General Regulations are established so that individual athletes and teams of athletes from different Provinces or Associated Bodies may compete against each other under fair and equal conditions. If there is any doubt about the meaning of any of the Dressage South Africa General Regulations, they should be interpreted in a sense of ensuring fair conditions for all athletes.
- 2.3. The Dressage South Africa Rules and Regulations and these General Regulations, together with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs) and the Drug Free Sport Regulations (SAIDS Rules) govern the conduct of all equestrian events organised by or under the auspices of the Dressage South Africa association and are enforced to protect the health and well-being of horses and athletes and to enable them to participate in events under fair and equal conditions.
- 2.4. The Dressage South Africa Rules and Regulations and these General Regulations, together with the FEI Equine Anti-Doping and Controlled Medication Regulations (EADCMRs) and the Drug Free Sport Regulations (SAIDS Rules) govern the conduct of all equestrian events



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- organised by or under the auspices of the Dressage South Africa association and will apply to all recognised events and/or competitions held Nationally or Provincially.
- 2.5. All National and Provincial Associations, Affiliated Bodies and all Organising Committees shall abide by these Rules as per 2.4 when organising Recognised Events and/or Competitions.
- 2.6. The Dressage South Africa Rules shall be read in conjunction with the General Regulations and Veterinary Regulations. In case of conflict of interpretation between the provisions of any of the Veterinary Regulations or Discipline Rules, the principles of the General Regulations shall take precedence.
- 2.7. The Provincial associations of **Dressage SA** are responsible for the implementation by Organising Committees of all **Dressage SA** Rules.

### SECTION 3 : REGISTRATION OF COMPETITOR'S, OWNERS AND HORSES

- 3.1. All athletes, officials, committee members, owners and sponsors shall be registered with their Discipline Association and shall be re-registered annually with **Dressage SA** on 1 January each year. (or as per that Discipline Association's Constitution). Should the owner not be an individual, that owner shall nominate annually, the Geo-Political Province he wishes to become a member of.
- 3.2. Panel Officials may directly become members of **Dressage SA** and need not be registered with a Club.
- 3.3. All horses and ponies are required to be registered with their Discipline Association and re-registered annually and each own a recognized passport which must be kept up to date with all inoculations as set out in the Veterinary Regulations.
- 3.4. The fees for registration, where applicable, will be set by each Discipline Association and reviewed on an annual basis.
- 3.5. The SAEF may impose a fee/levy on members and/or horses which must be collected by each **Dressage SA** and paid to the SAEF in terms of the SLA between **Dressage SA** and the SAEF if applicable. The annual SAEF may also as agreed to in advance, be paid directly to the SAEF.
- 3.6. Competitive athletes will have to join a Club as defined in **Dressage SA's** constitutions and rules before becoming eligible for membership of a **Dressage SA**. The choice of Club is at the athlete's discretion provided that it is within the athlete's geo-political boundaries of his/her place of residence. and is registered with **Dressage SA**.
- 3.7. When a horse is registered or re-registered the owner shall declare in writing whether it shall compete in Horse classes or Pony classes (subject to it meeting the height restrictions). Such declaration remains in force until the horse is re-registered the following year; provided that

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the classification of the horse may at any time be changed by the owner in writing. This will not apply to the discipline of Vaulting.

- 3.8. The name of a horse as it appears in the Passport shall be the name under which it will be registered with all relevant Associations/Bodies.
- 3.9. For FEI registration purposes, the official registered name in the passport must be used.
- 3.10. If a new name is to be used and entered in the passport, then (without deviating from the requirements and procedures for registering horses) the horse shall carry the new name for the next twelve months as follows; new name ex previous name. Sponsors' prefixes will be accommodated in the new passport. The owner must notify **Dressage SA** of any change within 21 days.
- 3.11. In order to enable names to be recorded on computers and electronic scoreboards, they must be kept as short as possible. Should any name exceed 25 characters (including spaces, sponsors and/or stud names) the Organising Committee is authorised to abbreviate such name for purposes of printing it in programmes, starting lists or any other document.
- 3.12. All SAEF passports shall be issued without any amendments and any entry in a SAEF passports may only be amended by SAEF or its agent. Details of these alterations must be sent to **Dressage SA** within 21 days of amendment. If corrections are not signed and stamped the passport will be deemed invalid. No correcting fluid may be used in a passport
- 3.13. Eligibility to Compete: Only members registered with SAEF and **Dressage SA** through a registered Club (and in the case of athletes under 18 represented by a Custodian) may compete in events which are recognised by **Dressage SA**. The category of Membership required for grading/qualification purposes will be determined by **Dressage SA** and will be listed in their Rules.
- 3.14. International Licences: See FEI General Regulations. International licences must be renewed annually (Jan – Dec) with the FEI.
- 3.15. Members moving from one Province to another: A member registered with one Geo-Political Province and changing his principal place of residence (domicilium) to be within the jurisdiction of another Geo- Political Province shall be required to notify their Discipline Association/s within 21 days.
- 3.16. Qualification and Grading of Horses: It is recorded that the grading/qualification of horses is dictated by the discipline rules of each Discipline Association
- 3.17. PROVINCIAL/NATIONAL SELECTION COMMITTEES
  - 3.17.1. No person shall convene or serve on any Selection Committee where any selection is being made to which he/ she have a conflict of interest and could be an interested party or where his/her judgement could be impaired by reason that, regarding the athlete person/horse under consideration for selection, he/she is:

Related to the athlete person

The coach/trainer or instructor of the athlete person The owner of any horse ridden by the athlete person

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- 3.17.2. No changes to any selection criteria for competitions may be made once published without written approval from **Dressage SA**.
- 3.18. INTERNATIONAL COMPETITION
- 3.18.1. The SAEF (and where relevant, SASCOC) criteria will dictate the selection policies and protocols for athletes to compete in International Competitions.
- 3.18.2. **Dressage SA** as guided by the FEI will set the protocol for International competitions. This will be ratified by SAEF.
- 3.18.3. The Chef d'Equipe, Veterinarian and/or any other official required to be appointed for any International event shall be appointed by the Discipline's National Selection Committee concerned subject to ratification by /s and the SAEF.
- 3.19. PROVINCIAL AND NATIONAL COLOURS
- 3.19.1. Local Government Rules and Criteria will apply for each Province and the **Dressage SA** Regulations and policies concerning the awarding of Provincial Colours.
- 3.19.2. **Dressage SA** may, in their own right, award Discipline Association National colours which will not in any way be similar to, or represent official Protea colours.
- 3.20. NATIONAL PROTEA COLOURS:
- 3.20.1. The SAEF and SASCOC policies apply.
- 3.21. LOCAL RULES COVERING SAFETY OF COMPETITOR'S AND HORSE
- 3.21.1. Discipline Association Provincial Committees may introduce local rules imposing additional requirements governing safety of horses and competitor's, provided that they are additional to any such Discipline Association requirements and do not derogate from **Dressage SA** Rules and also provided that such local rules shall only apply to events below CN Status. These rules may never be in conflict with **Dressage SA's** Rules.
- 3.22. RULE CHANGING
- 3.22.1. Discipline Associations may as a courtesy notify each other of any rule changes.
- 3.22.2. These General Regulations, Veterinary Regulations and Anti-Doping Rules may be changed at any time on the recommendation of anyone on **Dressage SA** National Council, provided that it is approved by a simple majority, or by written resolution of **Dressage SA** signed by not less than 50% plus 1 or recommended by any of the bodies below.
- 3.22.3. Voting for such changes may be done electronically via a round robin in terms of the MOU. A non- response will constitute agreement, provided that at least 72 hours' notice is given for the deadline of response.

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## SECTION 4 : INTERNATIONAL, NATIONAL AND RECOGNISED EVENTS

### 4.1. APPLICATION FOR CI AND CN STATUS EVENTS

- 4.2. Such application shall be in writing on the prescribed application forms, giving such details of the event as may be required by each Discipline Association.
- 4.3. It is the responsibility of each Discipline Association to investigate each application, to assess the standard of the proposed event, to ascertain full details of the competitions proposed and to ensure that the venue, infra-structure and equipment is up to the standard required for such an event Assistance may be sought from the relevant Provincial Committee concerned.
- 4.4. Having satisfied themselves as to the overall standard of the event and the appropriateness of its date and venue, **Dressage SA** shall approve the submission.
- 4.5. Applications for CN Status shall be in the hands of **Dressage SA** by not later than 31st December of the year prior to the year in which the event is to be held. Such application shall state the Grades and Classes for which CN Status is requested together with such other details as may be required by **Dressage SA**.
- 4.6. Applications for South African Championships shall be as set out in Appendix GR/E
- 4.7. Should **Dressage SA** not recommend that CI Status be accorded to an event **Dressage SA** shall report to the other disciplines included in these regulations that such status has been applied for by the Organising Committee and its reason(s) for not recommending that such status be granted.
- 4.8. In order to meet the requirements of the FEI, applications for CI Status Events must be in writing on the prescribed FEI form and must be in the hands of SAEF (FEI Admin) not later than the cut-off date as stipulated by FEI Such applications shall state the Discipline, Grades and Classes for which CI Status is requested together with such other details as may be required by the FEI and/or SAEF.

### 4.9. AWARD OF CI OR CN STATUS

- 4.9.1. **Dressage SA** may require additional information regarding the proposed event such as details of facilities for spectators, competitor's, groom, stabling accommodation, prize money and sponsor requirements.
- 4.9.2. The Schedule, Programme and/or Catalogue for CN Status events shall state clearly for which classes CN Status has been authorised by **Dressage SA**.
- 4.9.3. The complete schedule for any CN Status event shall be submitted by the Organising Committee concerned to **Dressage SA** for approval at least 2 months before the first day of the Event, and 2 full weeks prior to printing.
- 4.9.4. Should CI or CN Status be awarded an event, it shall apply only to those grades and classes for which application has been made.

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- 4.9.5. The schedule must clearly list any Training or Ungraded classes at the event
  - 4.9.6. The decision of **Dressage SA** as to whether or not CN status shall be awarded is final.
  - 4.9.7. Schedules for recognized events lower than CN status must be sent to **Dressage SA** Provincial Committee under whose jurisdiction the event will be held for approval, or as per the protocol for **Dressage SA**.
  - 4.9.8. Schedules for all CN status events must be sent to **Dressage SA** National Secretary for approval by **Dressage SA** or as per the required protocol.
  - 4.9.9. The granting of CI Status to an event by **Dressage SA** who undertakes to refund the SAEF and claim from the respective Organising Committee i.e. all such fees that may be levied by the FEI in respect of the event.
  - 4.9.10. Applications to hold Recognized events below CI or CN Status must be done through the National Committee with their respective Provincial Discipline Associations following the criteria as set out by **Dressage SA**. It is the responsibility of the Provincial Discipline Association concerned to investigate each application for Recognised events below CI or CN status, to assess the standard of the proposed event, to ascertain full details of the competitions proposed and to ensure that the proposed event shall strictly conform to national rules.
  - 4.9.11. The affiliated OC or Show Holding body concerned shall ensure that its schedule and programme shall state clearly that the status as a Recognised event has been granted by their National and Provincial Discipline Association.
  - 4.9.12. The Provincial Discipline Association shall submit the application once approved to the National Discipline Association for all National and FEI events shall submit the schedule to the FEI if so required for approval.
- 4.10. MULTI-DISCIPLINE EVENTS
- 4.10.1. Organising Committees for all Multidiscipline events carrying Regional, Provincial or CN status must apply each Discipline Association's Rules regarding such application.
  - 4.10.2. CN Status will only apply to such disciplines and events meeting the relevant Discipline Association's approval.
- 4.11. APPLICATION FOR AN EVENT TO BE RECOGNISED OTHER THAN THOSE OF CN STATUS
- 4.11.1. Protocols for the application and approval of these events will be as per the **Dressage SA** protocols.
  - 4.11.2. Only Sanctioned events which appear on the National calendar will be covered by any insurance cover in place at the time.
- 4.12. COMPETITIONS IN FOREIGN COUNTRIES
- 4.12.1. In the event of South African athletes participating in CI Status competitions in foreign countries, or foreign athletes invited to ride in CI Status competitions in the Republic of South Africa, the relevant FEI General Regulations and Rules must be strictly adhered to. In cases of participation in CI Status events, SAEF and all National Federations involved

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have to be notified at the earliest possible opportunity. Where required by the South African Confederation and Olympic Committee, by any law or by any National Sport Controlling Entity, application shall be made to that entity for the necessary consent.

- 4.12.2. Any foreign competitor competing in any Recognised Events shall fall under and shall be subject to **Dressage SA** and SAEF Rules and Regulations from 30 minutes before the start of the first Horse Inspection at the Event (or if there is no Horse Inspection, the first Competition) until **Dressage SA's** Representative is satisfied that the constitution, regulations and rules have not been infringed and that any contraventions have been finally dealt with.

#### 4.13. INVITATIONS TO FOREIGN COMPETITORS

- 4.13.1. In the event of foreign athletes invited to ride in **Dressage SA** competitions in the Republic of South Africa, all General Regulations and the relevant **Dressage SA** Rules will apply. The invitations must be sent beforehand to the relevant Federations and the Athletes must be members in good standing with their foreign Federations.
- 4.13.2. Where required by the South African Sports Confederation and Olympic Committee, by any law or by any National Sport Controlling Body, application shall be made to that body for the necessary consent.
- 4.13.3. Any foreign athletes competing in any Recognised Events shall fall under and shall be subject to **Dressage SA** Rules and Regulations from 30 minutes before the start of the first Horse Inspection at the Event (or if there is no Horse Inspection, the first Competition) until **Dressage SA** is satisfied that the constitution, regulations and rules have not been infringed and that any contraventions have been finally dealt with.

#### 4.14. OFFICIAL REPRESENTATIVES

- 4.14.1. **Dressage SA's** Representative / Technical Delegate) shall be appointed for each National Status Event by **Dressage SA**.
- 4.14.2. Other than for multi-discipline events (e.g. the Junior and Pony Riders' Championships and the Adult, Junior and Pony Rider Derby), the appointment will be on the recommendation of the Organising Committee of the Event subject to the approval of the Discipline Associations. The appointment for multi discipline events will be made by the relevant Discipline Associations via consultation.
- 4.14.3. Other than for Multi Discipline Events, such Representative must be knowledgeable in **Dressage SA** rules and must be a member of a Senior Officials Panel. The Representative may be a member of the Ground Jury, but NOT THE PRESIDENT. In the absence of **Dressage SA's** Representative, the most senior Panel official present at the event, but not officiating, shall act in his/her place.
- 4.14.4. Where necessary for multi discipline events, the senior Representative may request the appointment of assistant Representatives. However, the Senior Discipline Representative will retain the ultimate responsibility.
- 4.14.5. Discipline Associations shall appoint a suitably qualified Representative to be present during all recognised events affiliated to them. In the absence of the Provincial Representative the most senior Official officiating at the event shall act in his/her place.

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- 4.14.6. Representatives shall be responsible to and shall report to the Body by whom they were appointed. It is their duty to call to the attention of the Organising Committee and/or any relevant official any breach of the rules and to ensure any such breach be rectified.
- 4.14.7. An Athletes' Representative should be appointed for CN Status events.
- 4.14.8. The duties and responsibilities are set out in Appendix GR/C
- 4.15. REGULATIONS - CI STATUS EVENTS
- 4.15.1. All events accorded CI Status shall be run strictly under FEI Rules and Regulations.
- 4.16. AGE CLASSIFICATION
- 4.16.1. PONY RIDERS
- 4.16.1.1. Athletes Persons are classified as Pony Riders and are eligible to take part in Pony Rider competitions from date of birth until the end of the calendar year during which they reach the age of 16. They must ride a Pony as defined in Clause 1.57 in all Pony Classes, or as per the various **Dressage SA** Rules.
- 4.16.2. CHILDREN
- 4.16.2.1. Athletes Persons are classified Children and are eligible to take part in Children Competitions from the beginning of the calendar year that they turn 12 until the end of the calendar year during which they reach the age of 14. They may ride a pony or a horse. They are further defined as per the relevant **Dressage SA** Rules. See also Clause 1.13
- 4.16.3. JUNIORS
- 4.16.3.1. Athletes Persons are classified as Juniors and are eligible to take part in Junior competitions from the calendar year in which reach the age of 14 until the end of the calendar year in which they turn 18 or as per the various **Dressage SA** Rules.
- 4.16.4. YOUNG RIDERS
- 4.16.4.1. Athletes Persons, who are classified as Adults are eligible to take part in specific Young Rider Competitions from the beginning of the calendar year during which they reach the age of 16 until the end of the calendar year during which they reach the age of 21. Juniors may ride as Young Riders from the end of the year in which they turn 16 or as per the various **Dressage SA** Rules.
- 4.16.5. ADULTS
- 4.16.5.1. Athletes Persons are classified as Adults and are eligible to take part in Adult competitions from the end of the calendar year during which they reach the age of 18 or as per the various **Dressage SA** Rules.
- 4.17. DUAL CLASSIFICATION:
- 4.17.1. Those athletes who fall into two age classifications simultaneously may only ride:
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- 4.17.1.1. Ponies registered as Ponies in Pony Rider events. Horses (including ponies) in Adult, Young Rider, Junior Children events or as per the various **Dressage SA** Rules.

#### 4.18. RESTRICTIONS OF ENTRY

- 4.18.1. Each Discipline Association may, at its own discretion, restrict entries to CN Status events dependent on the age and/or qualification of the athlete.
- 4.18.2. Restriction of Entries for any graded completion other than Clause 4.18.1 above will only be permissible on approval of **Dressage SA**.

#### 4.19. ENTRIES FOR RECOGNISED EVENTS

- 4.19.1. All athletes and owners shall be members of, in good standing with, and registered with their Discipline Association in terms of the General Regulations Clause 3.1.
- 4.19.2. All horses shall be registered with their Discipline Association in terms of General Regulations Clause 3.3
- 4.19.3. The grade/qualification status of a horse shall be its grade/qualification status as at the closing date of entries for the event concerned. Discipline Associations shall check against their records all entries in competition that are received by the Organising Committee affiliated to them. Those entries, which are incorrect, shall not be accepted until they have been rectified.
- 4.19.4. Cross Entries: A class shall not include Pony Riders, Junior and Adult athletes.
- 4.19.5. An athlete may compete in two different age classifications on different horse's subject to **Dressage SA** Rules.

#### 4.20. NUMBER OF ENTRIES:

- 4.20.1. Unless otherwise provided for in **Dressage SA** Rules or in the schedule there shall be no restrictions to the number of entries permitted in individual competitions.

#### 4.1. SCHEDULES

4.1.1. The protocol for the checking of schedules will be set by each Discipline Association.

4.1.2. The schedules shall contain the following minimum information.

- 4.20.1.1. Date and venue of the event.
- 4.20.1.2. The closing day of entries, the address to which entries are to be sent, and how payment is to be made.
- 4.20.1.3. Details of the competitions to be conducted.
- 4.20.1.4. Details of entry fees per class.
- 4.20.1.5. Provincial or National Levies.
- 4.20.1.6. Any other Levies.



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- 4.20.1.7. Details of the prize money per level of competition either as a lump sum, or as a percentage of entry fees or as a combination of both.
  - 4.20.1.8. If the percentage of the entry fees is used the schedule shall state whether the Prize money is to be paid as a percentage of the entry fees received for each separate competition, or whether the percentage of the total entry fees for the event shall be spread among all the competitions at the discretion of the Organising Committee.
  - 4.20.1.9. The rules under which the event and competitions are being conducted.
  - 4.20.1.10. The telephone number of the Show Secretary and/or Show Director.
  - 4.20.1.11. The schedule shall state that the event is a Recognised Event.
  - 4.20.1.12. A provisional timetable of all classes of the event and the starting time of at least the first competition on each day of the event.
  - 4.20.1.13. Any deductions from the prize money.
  - 4.20.1.14. The method to be used to draw the starting order of the competitions (See Clause 4.26)
  - 4.20.1.15. Any additional requirements of the rules as per individual disciplines

4.20.2. At events holding CN Status the names of:

- 4.20.2.1. **Dressage SA**/Technical Representative.
- 4.20.2.2. The President of the Ground Jury.
- 4.20.2.3. The Chief Steward and if, applicable.
- 4.20.2.4. The name of the Course Designer

4.21. THE ENTRY FORM:

4.21.1. Every schedule, including electronic versions must contain an entry form

4.21.2. The Entry form must contain the following information:

- 4.21.2.1. Class(es) entered.
- 4.21.2.2. Name of Horse.
- 4.21.2.3. Name of Athlete.
- 4.21.2.4. Name of Owner.
- 4.21.2.5. Last two Flu Vaccinations Batch Numbers and dates.
- 4.21.2.6. Last two AHS Inoculations plus Batch Numbers and dates.
- 4.21.2.7. Horse passport number.

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- 4.21.2.8. Full contact details for the athlete entering.
  - 4.21.2.9. Details of Trainer / Coach.
  - 4.21.2.10. Acceptance (signature or electronic acceptance of the rules and regulations under which the event will be conducted.
  - 4.21.2.11. Date of acceptance and signature.
  - 4.21.2.12. Confirmation of payment.
  - 4.21.2.13. Disclaimer.

#### 4.22. PROGRAM – FEI AND CN STATUS EVENTS

- 4.22.1. The official program shall contain the following information unless published separately on daily running order sheets:

- 4.22.1.1. The order in which athletes shall compete.
- 4.22.1.2. The Prize money shall be detailed for each competition i.e. These shall be specific amounts shown for 1st Prize, 2nd Prize etc.
- 4.22.1.3. The rules under which each competition is to be judged.
- 4.22.1.4. In addition at all events holding CN Status the following information shall be given in respect of each horse entered:

- 4.22.1.4.1. Registered Name of Horse

- 4.22.1.4.2. Name of Rider

- 4.22.1.4.3. Name of Owner

- 4.22.1.4.4. Sex of Horse

- 4.22.1.4.5. Breed

- 4.22.1.4.6. Country of Birth

- 4.22.1.4.7. Year of Birth

- 4.22.1.5. Name OF:

- 4.22.1.5.1. The **Dressage SA's** Representative/Technical Delegate

- 4.22.1.5.2. The Members of the Ground Jury

- 4.22.1.5.3. Where applicable, the Course Designer

- 4.22.1.5.4. The Chief Steward

- 4.22.1.5.5. The Show Secretary and/or Show Director

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4.22.1.5.6.The event Steward

4.22.1.5.7.The Status of each class

#### 4.23. CLOSING DATE FOR ENTRIES

- 4.23.1. The schedules shall reflect the closing date of entries
- 4.23.2. In respect of events holding CN Status and above, this date may not be changed without the written consent of the relevant Discipline Association/s
- 4.23.3. All entries must be made on the Disciplines Associations online platforms where applicable.
- 4.23.4. In respect of events below CN Status, this date may not be changed without the written consent of **Dressage SA** Provincial Committee concerned.
- 4.23.5. Should the closing date of entries be changed all members must be informed immediately.
- 4.23.6. The Organising Committee shall be permitted, provided it is stated in the schedule, to accept entries received after the published closing date, up to such date as they may determine, provide that the date is published in the schedule and that an additional late entry fee is charged. Such additional late entry fees shall be at least equal to half the entry fee for the classes concerned and shall not be taken into account in determining the entry fees for purposes of calculating prize money.
- 4.23.7. An entry may be taken on the day subject to
  - 4.23.7.1. the athlete submitting proof that he/she did enter in time and that the omitting of his entry is an administrative error.
  - 4.23.7.2. The athlete signs a declaration that he is a paid-up member and is entered in the correct class
  - 4.23.7.3. The athlete is put either into a scratching or at the end of the class.
  - 4.23.7.4. The prize money is adjusted accordingly even if his/her entry replaces a no show.

#### 4.24.PRIZE MONEY

- 4.24.1. Prizemoney will be paid in accordance with the prevailing **Dressage SA** Rules.
- 4.24.2. At all Recognised events where prizemoney is awarded, the prize money to be awarded shall be shown in the schedule either as a lump sum and/or a percentage of the entry fees per level of competitions. Entry fees in this context exclude any levy imposed, but include any entry fees paid in respect of Hors Concours entries.
- 4.24.3. Where prizemoney is awarded It is compulsory that the minimum amount shall never be less than that stated in the schedule
- 4.24.4. Prize money at events holding CN and FEI Status as per the relevant FEI and Discipline rules.

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- 4.24.5. Where entry fees are composite per group of entries, the composite entry fee will be divided by the number of classes to establish the entry fee per class.
- 4.24.6. Where prizemoney is awarded, one prize shall be paid for at least every four starters or part thereof.
- 4.24.7. The exact allocation of prize money per place per competition must be clearly stated in the official programme or starting lists.
- 4.24.8. On prior written application by an Organising Committee or Provincial Committee, permission may be granted by **Dressage SA** for this regulation to be varied. Such variation may only be granted for CN Status events.
- 4.24.9. Prize money shall be paid strictly as advertised within two weeks of the last day of the events to those competitor's submitting banking details called for in the schedule/entry form. Organising Committees failing to comply with this requirement will be subject to a penalty equal to 25% of the unpaid amount.
- 4.24.10. In respect of National status classes an amount, as determined from time to time by **Dressage SA** may be deducted from all prize monies, and shall be paid within two weeks of the last day of the event to the relevant Discipline Association. Organising Committees failing to comply with this requirement will be subject to a penalty equal of 25% of the unpaid amount.
- 4.24.11. Sponsorship, as a financial "donation" towards prize money, is paid in addition to the predetermined prize money, less the levies as stated in the schedule.
- 4.25. RESULTS AND PAYMENTS OF AMOUNTS DUE
- 4.25.1. In order that correct records can be maintained, the Organising Committees of Recognised events shall, within fourteen days of the last day of the event, send to **Dressage SA** a copy of the Official Score Sheet and Result Sheet of each competition plus a copy of the original program.
- 4.25.2. Organising Committees must make any payments due to **Dressage SA** and competitors within 14 days of invoice.
- 4.25.3. Organising Committees failing to comply with this requirement will be subject to a penalty equal to 25% of the outstanding results.
- 4.25.4. Where this is not done, or where any money due to competitor's or **Dressage SA** has not been paid out, **Dressage SA** shall immediately demand payment within a period of 30 days.
- 4.25.5. Failure to make payment referred to in Clause 4.25.2 within the stipulated period shall automatically terminate the affiliation of that organisation to **Dressage SA** and amounts due shall, notwithstanding this termination remain due and payable.
- 4.25.6. The results of CN Status events will be captured immediately onto the Disciplines online platforms where relevant unless permission has been received from **Dressage SA** to run it manually and shall be sent to **Dressage SA** by the Organising Committee within 4 days of the last day of the event.
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- 4.25.7. Default of notification of results shall not deprive competitors of the award of grading points or qualification.
  - 4.25.8. No results may be sent directly to the FEI by anyone other than **Dressage SA** and the SAEF.
  - 4.25.9. Reports for FEI Events may be sent directly to the FEI by the appointed official according to the schedule, with a copy to **Dressage SA** and the SAEF Office, within 14 days of the final day of the event.
  - 4.25.10. Veterinary Reports to the FEI must be submitted within 72 hours of completion of the Event.

#### 4.26.ORDER OF STARTING

##### 4.26.1. INDIVIDUAL COMPETITIONS

- 4.26.1.1. The Organising Committee of the event or using the online system shall draw the order of starting for the first competition of each grade/level of horse in the event
- 4.26.1.2. Thereafter, the horses in all subsequent competitions in the same grade shall be displaced proportionally in relation to the number of competitors and competitions in that grade. Or as per the online system.
- 4.26.1.3. The Organising Committee shall have the option of drawing the order of starting for each Competition
- 4.26.1.4. The order of starting may only be adjusted upwards (i.e. an athlete rider may only be moved back towards the beginning of the order of starting). At CN Status events **Dressage SA** Representative shall approve any adjustments to the starting order.
- 4.26.1.5. Should a competitor have more than one horse in a competition, the order of starting shall be adjusted by the Organising Committee to ensure that, whenever possible, these horses shall have a gap between them according to the rules of **Dressage SA** The order of starting can only be adjusted upwards (i.e. a horse may only be moved back towards the beginning of the order of starting). At CN Status or CI Status events **Dressage SA** Representative shall approve any adjustment to the starting order.
- 4.26.1.6. Should the number of entries in a competition make the provision of Clause 4.26.1.5 hereof impracticable then, if the competitor wishes, he shall be allowed a rest period as determined in the rules of **Dressage SA** between completing one ride/drive and commencing the next

##### 4.26.2.COMBINED INDIVIDUAL/TEAM COMPETITIONS

- 4.26.2.1. The provisions of Clause 4.26.1.5 shall be complied with for the individual competitors who may be interspersed between the team entries; provided that a competitor shall always ride his team entry horse before his individual entry horse or horses.

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## 4.27.SUBSTITUTIONS

### 4.27.1.INDIVIDUAL COMPETITIONS

- 4.27.1.1. Events other than CN Status events: At all recognised events, other than CN Status events, applications for substitutions shall be made to the Organising Committee or the President of the Ground Jury of the class before the commencement of the competition concerned.
- 4.27.1.2. CN Status events and CI Status: At all CN and CI Status events application for substitutions shall be made to the Organising Committee of the event not later than 30 minutes before commencement of the competition concerned. However, the Organising Committee may increase the 30 minutes or stipulate a definite time, provided it is detailed in the schedule of that event.
- 4.27.1.3. Qualifying Competitions: When a competition consists of more than one qualifying competition and the marks scored in each are used to arrive at the qualification for the competition, then the time period referred to in Clause 4.27.1 hereof shall be prior to the commencement of the first qualifying competition concerned.
- 4.27.1.4. Substitutions are not permitted in competitions in which entry is restricted by qualification in previous competitions at the same event.

## 4.28. SUBSTITUTION OF HORSE AND/OR RIDER

- 4.28.1. A competitor or person authorised by him/her, may substitute any horse and/or rider in a competition provided that they are eligible in terms of the rules for entry in the competition concerned as at the closing date of entries for such competition.
- 4.28.2. The substitution shall be done, in writing by the competitor on the prescribed form and handed in before the competition concerned, in accordance with the time limit laid down in Clause 4.27.1.2 hereof.
- 4.28.3. Should both the horse and athlete rider be substituted the substitution form must be signed by the new athlete rider indicating that he/she has consented to the substitution of the competitor originally entered.
- 4.28.4. The substitution of a horse and/or competitor may not alter the original order of starting of the horse in the programme.
- 4.28.5. In case of a substitution resulting in a competitor competing on two horses within an interval as determined by the rules of **Dressage SA**, the Ground Jury /Technical Delegate is permitted to adjust the order of starting upwards.
- 4.28.6. Combined Individual Team Competitions:
  - 4.28.6.1. Substitutions are permitted in competitions in which the competitor 's individual score in the individual competition also counts for his/her team score in the team competition, providing the provisions of the rules relating to substitutions are satisfied in all respects.

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4.28.6.2. When a substituted competitor is involved, then he/she shall always ride the team horse first, irrespective of the position in the original draw of any other horse/s he/she may be riding in the individual competition with due regard to the provisions of Clause 4.26.2

4.28.7. Participation after Substitution: Horses and athletes that riders than have been substituted as provided for in Clause 4.27.1.2 hereof may, following the withdrawal of the substitution, take part in subsequent competitions at the same event providing they are fit to participate.

#### 4.29. HORS CONCOURS (H/C)

4.29.1. On application and with the approval of the Organising Committee, an athlete rider may compete Hors Concours in any graded/qualification equal to or below its registered grade or equivalent, and in any age classification provided, however, that the competitor always competes in his/her correct age classification, and according to the restrictions in the prevailing **Dressage SA** Rules

4.29.2. Competitors competing on Hors Concours horses shall always ride in their correct age classifications.

4.29.3. Hors Concours entries shall where possible ride at the end of their class or pool.

4.29.4. An athlete rider entered Hors Concours may take part competitively elsewhere in the same event. An athlete rider, which has entered competitively in a competition may be granted permission by the Organising Committee to compete Hors Concours in a lower grade competition at the same event.

4.29.5. Hors Concours entries shall not be included in any total of starters or entries used to establish pools.

4.29.6. The number of prizes awarded will not include the Hors Concours entries, but the allocation of prize money will include the Hors Concours entries (Entry fees included in the calculation of Prize money)

#### 4.30. RIDING OUT OF PROGRAMME ORDER

4.30.1. Other than with the permission of the President of the Ground Jury, Technical Delegate or **Dressage SA's** Representative as the case may be, (which permission shall only be given in exceptional circumstances) no competitor may ride out of programme order at CN Status events. However, each Provincial Committee may introduce at events below CN Status such local rules as it deems fit, providing they are not in conflict with national rules, to cover the action taken by the Organising Committee regarding competitors who arrive late for a competition in which they are entered, and wish to ride out of programme order.

4.30.2. Once the competition starts they must ride in the correct order for the following Parts as determined by **Dressage SA** Rules.

#### 4.31. PRIZE GIVING CEREMONIES

4.31.1. The Organising Committee shall ensure that competitor is being called up to attend an official prize giving, do so correctly dressed.

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- 4.31.2. Any competitor failing to comply with Clause 4.31.1, other than with permission of the Ground Jury shall automatically forfeit any prizes, prize money, rosettes, trophies and/or grading points for that competition.
- 4.31.3. Prize giving ceremonies at events holding CN Status shall be limited to the first five placed horses unless otherwise determined by the Organising Committee and stipulated in the schedule. At all other events, Organising Committees may stipulate a maximum number of competitors to attend prize giving ceremonies provided that the number is stipulated in the schedule.
- 4.31.4. At the South African Dressage Championship, the following prize giving procedure should be followed:
- 4.31.4.1. Teams to parade around the arena accompanied by the Chef d'Equipe with the reserve athlete rider carrying the flag of their Province
- 4.31.4.2. Teams enter in the order in which they have been placed in the competition. They line up in the same order to receive their rosettes and shake hands with judges.
- 4.31.4.3. Rosettes and mementos are to be provided for all competitors and the Chef d'Equipe
- 4.31.4.4. The winning team dismounts and stands on the podium to receive the team medal from the President of the Federation
- 4.31.4.5. The National anthem is played and the winning team then remount
- 4.31.4.6. Teams leave the arena in the order in which they entered

#### 4.32.SPONSORSHIP AND ADVERTISING

- 4.32.1. A competitor shall be deemed to be sponsored if the name of a firm, company, brand name, the name of a product or anything which, in the opinion of **Dressage SA** may be regarded as advertising; is part of the name of the horse; OR appears on a saddle cloth worn in competitive arenas; OR appears on any item of wearing apparel worn by the competitor in competitive arenas.
- 4.32.2. The use of a stud name as part of a horse's name shall be deemed not to be advertising, but the use of a club or stable name shall be deemed to be advertising. The name of a stud may, however, only be added to the name of a horse should that stud have bred that horse.
- 4.32.3. A competitor shall be deemed to be sponsored if the name of a firm, company, brand name, the name of a product or anything which, in the opinion of **Dressage SA** may be regarded as advertising; is part of the name of the horse; OR appears on a saddle cloth worn in competitive arenas; OR appears on any item of wearing apparel worn by the competitor in competitive arenas.
- 4.32.4. Stable Yards wishing to have the name of the yard permanently displayed on numnahs, saddle cloths and/or athletes are permitted to do so by registering with their discipline and paying a once-off levy of R500. Clauses 4.32.6 and 4.32.7.2 will apply as to the size of the logo.



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4.32.5. If a change of name of a horse, sponsor or owner occurs after the closing date of entries for an event, it shall be permissible to announce and otherwise use the new name of the horse or sponsor or owner. However, it shall not be necessary to amend in any way the programme or starting lists already compiled. Such a change of name shall be notified to the Organising Committee of the event concerned. , The new name may however not be used until the change has been registered with **Dressage SA**

4.32.6. The size of the name and/or logo of any sponsor/product appearing on a saddlecloth is restricted to 200 square centimetres on each side of the saddlecloth.

#### 4.32.7. Advertising on Athletes and Horses

##### 4.32.7.1. Clothing Logos

4.32.7.1.1. At all Events, except those under the patronage of the IOC or SASCOC, Athletes may wear the identification (name and/or logo) of the manufacturer of clothing and equipment or as an alternative to that of a sponsor as outlined below:

##### 4.32.7.2. Identification of the Manufacturer:

4.32.7.2.1. While present in the Competition area and during the prize-giving ceremonies the identification of the manufacturer of the clothing and equipment may appear only once per item and may appear on a surface area not exceeding:

4.32.7.2.1.1. 3cm<sup>2</sup> for clothing and equipment;

4.32.7.2.1.2. 50cm<sup>2</sup> on each side of carriages.

4.32.7.2.2. If the manufacturers of clothing and equipment act as sponsors, the provisions under Clauses 4.32.7 and 4.33.1 apply.

#### 4.33. IDENTIFICATION OF SPONSORS

4.33.1. While present in the Competition area and during the prize-giving ceremonies the name and/or logo of the individual's sponsor(s) and/or team sponsor(s) may appear on a surface area not exceeding:

4.33.1.1. 400 cm<sup>2</sup> on each side of carriages and vaulting back pads:

4.33.1.2. 200 cm<sup>2</sup> on each side of the saddle cloth;

4.33.1.3. 80 cm<sup>2</sup> only once on jackets or top garments at the height of breast pockets

4.33.1.4. 16 Cm<sup>2</sup> on both sides of the shirt collar

4.33.1.5. 80 cm<sup>2</sup> on each of the two sides of jackets or top garments at the height of breast pockets for Jumping and Dressage Events;

4.33.1.6. 100 cm<sup>2</sup> only once on Vaulting outfits;

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- 4.33.1.7. 16 cm<sup>2</sup> on both sides of the shirt collar;
- 4.33.2. OCs of National Championships may state in the schedule that such logos are not permitted in National / Individual National Classes, with the exception of the names and logos of the Team sponsors under the limitation of Clause 4.33.1
- 4.33.3. OCs of CIOs may state in the schedule that such logos are not permitted in Nations Cup classes, with the exception of the names and logos of the team sponsors under the limitations of Clause 4.33.1
- 4.33.4. The OC may display the name and/or logo of a Competition and/or Event sponsor(s) on members of the arena party and on the numbers worn by Athletes and on Stable rugs while present in the Competition area and during the prize-giving ceremonies at all National Events. The size of the name and/or logo on the Athlete's number shall not exceed 100cm<sup>2</sup>
- 4.33.5. No advertisement or publicity other than logos defined in paragraph 1 above may be displayed on any Athlete, Official horse or carriage while present in any Competition arena or during the competition. However, Athletes inspecting the course may wear the logo of their sponsor within a frame not exceeding 400 cm<sup>2</sup> on the front and back of their top garments and within a frame not exceeding 50cm<sup>2</sup> on head gear.
- 4.33.6. Advertising may appear on obstacles and on the sides of the arena provided the TV agreement allows for it. Specifications for sponsored obstacles are covered in the Sport Rules for the relevant Discipline.
- 4.33.7. For the purposes of this Rule, the Competition area shall include all areas where the Athlete is being judged or his Horse is undergoing a Horse Inspection.
- 4.34. APPLICATION OF FEI RULES AND REGULATIONS
- 4.34.1. All CI Status events shall be run strictly in accordance with FEI Rules and Regulations. All other events shall be run strictly according to Discipline Rules and SAEF General and Veterinary Regulations unless otherwise stipulated in the rules of **Dressage SA**.

## SECTION 5 : PROTECTION OF ATHLETES AND HORSES

### 5.1. ABUSE OF HORSES:

- 5.1.1. No person may abuse a horse during an event or at any other time. "Abuse" means an action or omission, which causes or is likely to cause pain or unnecessary discomfort to a horse including without limitation any of the following:
- 5.1.1.1. To whip or beat a horse excessively;
  - 5.1.1.2. To subject a horse to any kind of electric shock devices;
  - 5.1.1.3. To use spurs excessively or persistently;
  - 5.1.1.4. To jab the horse in the mount with the bit or any other device;

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- 5.1.1.5. To compete using an exhausted, lame or injured horse;
  - 5.1.1.6. To 'Rap' a horse;
  - 5.1.1.7. To abnormally sensitise or desensitise any part of a horse;
  - 5.1.1.8. To leave a horse without adequate food, drink or exercise;
  - 5.1.1.9. To use any device or equipment which cause excessive pain to a horse upon knocking an obstacle;
  - 5.1.1.10. Any other infringement as described and identified by the FEI.
  - 5.1.1.11. Any sign of blood on the horse during or immediately after the test will lead to disqualification.
- 5.1.2. Only designated and areas supervised by a Steward may be used for schooling, warm-up and training of horses at advertised times at events holding CN and CI status. For all other events, only designated areas ay be used for schooling and warm-up and training.
- 5.1.3. Discipline Associations will take the necessary steps to ensure that abuse by their members of horses is a contravention of their Constitutions, Rules and Regulations.
- 5.1.4. Discipline Associations will take reasonable steps to discipline their members who are guilty of any abuse envisaged in 02.1.1 hereof (save to the extent that such steps are taken under the SAEF or the FEI Rules and Regulations).
- 5.1.5. Any person witnessing an Abuse must report it in the form of a protest within 7 days. IF an abuse is witnessed during or in direct connection with an Event, it should be reported as a protest to an Official. If the Abuse is witnessed at any other time it should be reported as a protest to **Dressage SA** for referral to the **Dressage SA** Disciplinary Committee. Supporting evidence should accompany the protest in the form of additional witnesses where possible.
- 5.1.6. No horse may compete in more than 3 classes per day at any event. This condition of entry must be placed in every schedule. Failure to comply will lead to disciplinary action against the Show Holding Body and the Person Responsible for the entry.
- 5.2. STEWARDS
- 5.2.1. Organising Committees of CI and CN Status events shall appoint a Chief Steward and an appropriate number of Stewards under his/her authority, wearing distinctive badges or arm bands, with complete freedom of access to all areas mentioned in Clause 5.2.3 below if they have the correct accreditation.
- 5.2.2. Organising Committees are responsible for all administrative matters relating to the appointment of the Chief Steward and all other appointed Stewards.
- 5.2.3. During the whole event in every part of the stables, in exercise and schooling areas, collecting rings and all other areas under the control of the Organising Committee, the Chief Steward and the Stewards officiating with him/her at the event shall:
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- 5.2.3.1. Assist the competitor in conducting reasonable training,
  - 5.2.3.2. Intervene in time in order to prevent any abuse of a horse by athletes, competitor's grooms, owners or any other person,
  - 5.2.3.3. Intervene in order to prevent any contravention of the Rules or of the common principles of behaviour, fairness and accepted standards of sportsmanship.
  - 5.2.3.4. Be familiar and assist with medication control procedures.
  - 5.2.4. One steward must be on duty at the practise arena and/or the collecting ring whenever it is in use.
  - 5.2.5. Any irregularities must be reported immediately, by the Chief Steward to the President of the Ground Jury.
  - 5.2.6. The Chief Steward is required to send a report to **Dressage SA** within two weeks of the end of the event, on the stewarding of the events as a whole and on any incident which occurs during that event. Copies of the report shall be given to the Organising Committee.
  - 5.2.7. The Chief Steward shall be a person qualified as per the Discipline LEGAL SYSTEM where he/she is appointed to officiate. The name of the appointed Chief Steward must be published in the schedule and in the programme of the event.
  - 5.2.8. Stewards are event officials.
  - 5.2.9. Where possible stewards should be appointed for all Recognized events even below CN Status.
  - 5.3. MEDICATION CONTROL, ANTI-DOPING AND PROTECTION OF COMPETITOR'S
    - 5.3.1. The use of any Prohibited Substance by a competitor is forbidden.
    - 5.3.2. Any competitor found to have a Prohibited Substance in his/her body at an Event or evidence of the use thereof is automatically disqualified from all Competitions at the Event and the classification adjusted accordingly. If the disqualified competitor is a member of a team, the rest of the team is automatically disqualified.
    - 5.3.3. The FEI Equine Anti-Doping and Controlled Medication Regulations, rules and list of Prohibited Substances existing from time to time and laid down in the World Anti-Doping Code (WADA) and any and all annexes and modifications and in the Anti-Doping Code for Human Athletes apply, subject to modifications by any of the governing bodies as may be published from time to time.
    - 5.3.4. The Ground Jury, after consultation with the responsible Medical Officer, may at any time exclude from further participation in a competition or an entire Event any competitor who is unfit to continue by reason of a serious or potentially serious injury or health condition.

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- 5.3.5. The **Dressage SA** President/Chair, President of the Ground Jury, **Dressage SA's** Representative or Medical Officer in attendance, may order the sampling of competitors during an Event or at any other time.

5.4. MEDICATION CONTROL AND PROTECTION OF HORSES

- 5.4.1. The use of any substance or method which has the potential to harm the horse or enhance its performance is forbidden. The precise rules concerning Prohibited Substances and Medication control are laid down in the Equine Anti-Doping and Medication Control Regulations (EADMCR) or FEI Clean Sport.
- 5.4.2. No Horse may compete in an Event when under treatment or medication with a Prohibited Substance. Only recommendation of the Veterinary Delegate according to the procedures set out in the Veterinary Regulations are allowed.
- 5.4.3. In cases of illness or injury during an event the Ground Jury will decide, after consulting the Veterinary Delegate/s whether the horse may continue in that or subsequent competitions of that event.
- 5.4.4. In cases of illness or injury to the athlete rider during an event the Ground Jury will decide, after consulting the Medical Officer whether the athlete rider may continue in that or subsequent competitions of that event.
- 5.4.5. The **Dressage SA** President/Chair, Veterinary Delegate, Discipline Association Representative or President of the Ground Jury may order the sampling of horses during an event or at any other time. For the Protocol for local testing as approved by the NHA Laboratory see Appendix GR/1 . The testing protocol for FEI events is in the Veterinary Regulations.

5.5. PERSONS RESPONSIBLE

- 5.5.1. The Person Responsible for a horse has legal responsibility for that horse, including responsibility under the General Regulations and the Veterinary Regulations and, unless otherwise stated, is liable under the Disciplinary System.
- 5.5.2. It is the obligation of the Person Responsible and of every other person subject to the Constitution, Regulations and Rules to know the Constitution, Regulations and relevant Rules, and lack of such knowledge does not relieve these persons from liabilities under the Constitution, Regulations and Rules.
- 5.5.3. The Person Responsible will be the competitor who rides the horse during an event but the owner may, in addition to the Person Responsible, be regarded as an additional Person Responsible if he/she is present at the event or has made a relevant decision about the horse.
- 5.5.4. If the competitor is under 18 years of age, they will have additional Persons Responsible for his horse who may be any one or more of the owner of the horse, a parent or legal guardian of the competitor. In the case of a team, the Chef d'Equipe may be viewed as the Person Responsible.

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- 5.5.5. The Persons Responsible, together with the Chef d'Equipe if present, is responsible for the condition, fitness and management and for declaring or scratching of each and every horse under his/her jurisdiction.
  - 5.5.6. The Person Responsible is responsible for any act performed in the stables to any horse under his/her jurisdiction, by himself or by any other person with access to the horse, and is responsible while riding, or exercising any horse under his/her jurisdiction. The Person Responsible is not relieved from such responsibility as a result of the lack or insufficiency of stable security.
  - 5.5.7. If, for any reason, the Person Responsible is unable or is prevented from caring for the horses under his/her jurisdiction he/she must immediately notify the Organising Committee and, if present, the Veterinary Delegate.

## 5.6. SPORTSMANSHIP

- 5.6.1. No member, athlete, competitor, owner, official or person responsible shall contravene at any event the common principles of behaviour, fairness and standards of sportsmanship which are acceptable to the reasonable horseman; it includes, but is not limited to the following:
  - 5.6.1.1. Any action resulting in an unfair advantage to the offender.
  - 5.6.1.2. Any action resulting in a material disadvantage to any other person or body involved.
  - 5.6.1.3. Any action involving the maltreatment of horses.
  - 5.6.1.4. Any action involving the impairment of the dignity or integrity of any person involved in the sport.
  - 5.6.1.5. Any action involving fraud, violence or maltreatment or criminal acts at or relating to an event.
- 5.6.2. The CODE OF CONDUCT and CONFLICT OF INTEREST document must be signed by all athletes, owners and officials registered with **Dressage SA**

## 5.7. TREATMENT OF A HORSE PRIOR TO AN EVENT

- 5.7.1. During a period of 14 days prior to the first day of an event, a prohibited substance may only be administered to a competing horse by a Registered Veterinarian, who must, in respect of the treatment administered, complete **Dressage SA Declaration of Veterinary Treatment** from. (See Appendix GR/G)

## 5.8. TESTING LABORATORY

- 5.8.1. NHA (national Horseracing Authority) testing laboratory is accepted for all SAEF equestrian codes
- 5.8.2. In the interest of our sport and to ensure we adhere to the Code of Clean Sport it is important to ensure the testing laboratory used is accredited with acknowledgement of the correct facilities when testing for Prohibited (banned and/or controlled) Substances.

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- 5.8.2.1. All results received from the NHA Laboratory for the testing of Prohibited (banned and/or controlled) substances will be deemed valid, unless disputed.
  - 5.8.2.2. The protocol for MCP testing is contained in the Veterinary Regulations.

## SECTION 6 : THE LEGAL SYSTEM

### 6.1. SECTION A PREAMBLE TO THE LEGAL SYSTEM

#### 6.1.1. The Legal System provides for the following:

6.1.1.1. The Legal powers and responsibilities of Officials and Bodies appointed under **Dressage SA** General Regulations and Discipline (Code) Rules;

6.1.1.2. A scale of penalties;

6.1.1.3. A procedure for lodging Protests against the actions or behaviour of individuals or bodies under the jurisdiction of the Federation;

6.1.1.4. A process of Appeal to a higher body against Decisions taken or penalties imposed by any person or body acting under **Dressage SA** General Regulations and/or Discipline (Code) Rules.

6.1.2. Before reaching a decision on any Protest or Appeal, the relevant body must examine the available evidence, whether written or oral, hear all the parties concerned where appropriate under the rules (and provided they are available) and take into account all relevant material, in every case trying to reach a fair and equitable decision. Where one party asserts that the body appealed to does not have jurisdiction and/or the body itself questions its jurisdiction, the body must consider the arguments for and against jurisdiction and render a decision on jurisdiction prior to considering the merits of the dispute.

6.1.3. All Athletes, Owners, Support Personnel and any other person taking part in or benefiting from **Dressage SA** activities accept this Legal System and its dispute resolution mechanisms (which include an Appeal to the Court of Arbitration for Sport as final and binding arbitration) as a condition precedent to participation in Federation activities and/or to receiving any benefit from Federation activities.

6.1.4. Competitions must be fair for all Athletes. To achieve this objective, the use of all technical assistance available including, but not limited to, official video-recordings (an official video recording is considered to be a recording made by a broadcast network or a video company hired by the OC) is permitted to assist **Dressage SA** Officials in carrying out their responsibilities under **Dressage SA** Rules. For video recordings to be accepted under **Dressage SA** Rules for purposes of a Protest, they must be presented within the required time period. If the relevant body relies on video evidence to alter the outcome of any Competition after the results have been communicated, such video recording must contain irrefutable evidence that the original ruling or decision was

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incorrect. The use of video shall always be within the confines of the applicable rules and must never by its usage alter the Rules currently in effect.

6.1.5. There is no Appeal against Decisions of the Ground Jury arising from the field of play, which are final and binding, such as, but not limited to:

6.1.5.1. Where the Decision is based on a factual observation of performance during a Competition.

6.2. SECTION B CONFLICT OF INTEREST

6.2.1. A substantial appearance of a conflict of interest exists whenever an individual involved in any capacity with **Dressage SA** is involved in or perceived to be involved in multiple interests, one of which could possibly influence, or is perceived to influence the motivation for an act in the other.

6.2.2. A conflict of interest is defined as any personal, professional or financial relationship, including relationships of family members that could influence or be perceived to influence objectivity when representing or conducting business or other dealings for or on behalf of **Dressage SA**.

6.2.3. Conflicts must be avoided whenever practicable. However, conflict may be linked to experience and expertise that is necessary to qualify Officials. The specific balance between conflict and expertise shall be regulated by the relevant **Dressage SA** Rules.

6.3. SECTION C GROUND JURY DUTIES

6.3.1. The Ground Jury deals with all protests in the first instance within the meaning of PROTESTS provided that they relate to matters occurring during or in direct connection with an Event and that they are presented within the period of its jurisdiction within the meaning of Section C – Ground Jury Duties, point 2. If specified, the Ground Jury may also be competent to decide Protests in the second instance.

6.3.2. The Ground Jury must be available throughout the Event as defined in “Period of an Event” which corresponds to its period of jurisdiction.

6.3.3. In Protests involving veterinary matters during Events for which there is no Appeal Committee, the President of the Veterinary Commission or the Veterinary Delegate at an Event is invited to join the Ground Jury in an advisory capacity.

6.3.4. The Ground Jury may impose the following penalties and sanctions:

6.3.4.1. A Warning

6.3.4.2. A Yellow Warning Card

6.3.4.3. A fine of a maximum of R5 000

6.3.4.4. Elimination and/or Disqualification of an Athlete(s) and/or Horse(s) from a Competition(s) and/or from an Event.



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- 6.3.4.5. Automatic Disqualification from the entire Event of a Horse that was found to have left the restricted area without permission.
  - 6.3.4.6. Suspension of an Athlete with one (1) or more Horses for a period of 24 hours following the moment when the Athlete's Horse is found to have left the restricted area without permission.
  - 6.3.4.7. In serious cases, immediate Disqualification during the Event with a referral to the Appeal Committee (or to the Federation Tribunal if there is no Appeal Committee).
  - 6.3.5. Decisions must be orally delivered or notified in writing to the parties concerned.
  - 6.3.6. There is no Appeal against Decisions of the Ground Jury arising from the field of play, which are final and binding, such as, but not limited to –
    - 6.3.6.1. Where the Decision is based on a factual observation of performance during a Competition or the awarding of marks for performance; whether an obstacle was knocked down; whether a Horse was disobedient; whether a Horse refused at an obstacle or knocked down while jumping; whether an Athlete or Horse has fallen; whether a Horse circled in a combination or refused or ran out; whether a movement was omitted or ridden incorrectly and/or whether, the particular track followed by an Athlete caused him/her to incur a penalty under the applicable **Dressage SA** Rules.
    - 6.3.6.2. The Elimination or Disqualification of a Horse for veterinary reasons, including non-acceptance of a Horse at a Horse Inspection unless otherwise specified.
    - 6.3.6.3. The Elimination or Disqualification of an Athlete for medical reason or fitness to compete.
    - 6.3.6.4. The imposition of a Warning without additional penalties or of a Yellow Warning Card.
    - 6.3.6.5. Elimination and/or Disqualification during an Event.
  - 6.3.7. The Ground Jury shall refer the following to the Appeal Committee
    - 6.3.7.1. Any matter which is beyond its competence.
    - 6.3.7.2. Any matter, within its competence which it considers deserving a more severe penalty than the Ground Jury may impose under section this section C - Ground Jury Duties.
    - 6.3.7.3. Any matter concerning alleged acts of abuse of Horses that does not require immediate action and
    - 6.3.7.4. Any matter that it decided in the first instance.
  - 6.4. SECTION D APPEAL COMMITTEE – DUTIES

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- 6.4.1. The President and at least two (2) members of the Appeal Committee must be available throughout the Event as defined under “Period of and Event” which corresponds to its period of jurisdiction.
  - 6.4.2. Whenever a Protest lodged with the Ground Jury is pending, the Appeal Committee must be available and has jurisdiction until one hour after the relevant Decision of the Ground Jury has been notified according to section C - Ground Jury Duties.
  - 6.4.3. The Appeal Committee has the authority to decide the following matters:
    - 6.4.3.1. Appeals against Decisions of the Ground Jury, except as specified in section C – Ground Jury Duties.
    - 6.4.3.2. Protests addressed to the Appeal Committee or referred to it by the Ground Jury.
    - 6.4.3.3. All cases which are beyond the competence of the Ground Jury.
    - 6.4.3.4. Reports of passport irregularities in accordance with the Veterinary Regulations.
  - 6.4.4. In cases involving veterinary matters, the President of the Veterinary Commission or the Veterinary Delegate at an Event will be invited to join the Appeal Committee in an advisory capacity.
  - 6.4.5. The Appeal Committee may impose the following penalties and sanctions:
    - 6.4.5.1. A Warning
    - 6.4.5.2. A fine of a maximum of R10 000 and the assessment of costs
    - 6.4.5.3. Elimination and/or Disqualification of Athlete(s) and/or Horse(s) from a Competition or from the Event.
    - 6.4.5.4. Automatic Disqualification from the entire Event of a Horse that was found to have left the Restricted Area without permission.
    - 6.4.5.5. Suspension of an Athlete with one (1) or more Horses for a period of 24 hours following the moment when the Athlete’s Horse is found to have left the Restricted Area without permission.
    - 6.4.5.6. The Appeal Committee shall report to **Dressage SA** President/Chair for referral to **Dressage SA** Disciplinary Tribunal:
      - 6.4.5.6.1. Any case which is beyond its competence.
      - 6.4.5.6.2. Any case within its competence, other than an Appeal, which it considers deserving of more severe penalties than the Appeal Committee may impose under point 4.
      - 6.4.5.6.3. Decisions of the Appeal Committee on Appeals against Decisions of the Ground Jury are always final and binding.

## 6.5. SECTION E DISCIPLINARY TRIBUNAL

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6.5.1. The **Dressage SA** Disciplinary Tribunal may impose the following penalties, or, where appropriate, delegate to **Dressage SA** Chair/President the ability to do so;

6.5.1.1. A Warning.

6.5.1.2. A fine in an amount commensurate with the gravity of the violation and, where applicable, in accordance with the fine schedule associated with the rule violated;

6.5.1.3. Disqualification of Athlete(s) and/or Horse(s) from Competitions or from Events; Suspension from **Dressage SA** for any period.

6.5.1.4. Suspension of individuals and Horses for any period up to Suspension for life;

6.5.1.5. A Provisional Suspension or such other interim relief or conservatory measures as it sees fit pending its final determination of the matter.

6.6. SECTION F SAEF DISCIPLINARY CODE

6.6.1. The SAEF Disciplinary Code Regulations apply.

6.7. SECTION G COURT OF ARBITRATION FOR SPORT (CAS)

6.7.1. The CAS has the power to impose the same scale of penalties as the Federation Tribunal.

6.7.2. The CAS may impose more severe penalties than those imposed in the first instance, provided they are within the limits of the penalty jurisdiction of the body from which the Appeal to the CAS is brought.

6.8. SECTION H PROTESTS

6.8.1. Protests may be lodged against any person or body involved in any capacity in a Recognised Event or otherwise subject to the jurisdiction of **Dressage SA** including for failure to observe the Rules, Regulations and Constitution or violation of the common principles of behaviour, fairness, or accepted standards of sportsmanship, whether occurring during or in connection with a Recognised Event or at any other time.

6.8.2. Protests may only be lodged by an OC, Chairmen of Provincial committees, Officials, Chefs d'Equip or, if there is no Chef d'Equip by a Person Responsible or a Team Veterinarian responsible for Horses taking part in the Event. Protests for abuse of Horses may be lodged by any person or body.

6.8.3. Unless otherwise specified by **Dressage SA**, Protests must be lodged before the end of the period of jurisdiction of the body that has the competence to hear the relevant Protest. This applies even if the person or body lodging the Protest is not present at the Event. The relevant body does not have jurisdiction to hear the Protest prior to any required deposit being paid.

6.8.4. Protests in the following matters can only be lodged with the Ground Jury:

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- 6.8.4.1. Protests concerning the eligibility of an Athlete or Horse for a specific Event or concerning the conditions of the arena. Such Protests must be filed not later than thirty (30) minutes before the start of the relevant Competition;
- 6.8.4.2. Protests concerning an obstacle, or the course plan must be filed no later than fifteen (15) minutes before the start of the Competition or as per the Discipline Rules for Eventing;
- 6.8.4.3. Protests challenging the procedures followed in the application or implementation of any Rules. Such Protests must be filed no later than thirty (30) minutes after the notification of the application or implementation of such rule, or as per **Dressage SA** Rules.
- 6.8.5. Lodging a Protest before the Ground Jury within the relevant time limit in matters listed in the previous paragraphs is a prerequisite to a right of Appeal to the Appeal Committee.
- 6.8.6. Protests for matters not listed above, must be lodged with the Appeal Committee or with the Ground Jury if there is no Appeal Committee.
- 6.8.7. Protests regarding matters which have not occurred during or in direct connection with a Recognised Event, and which were not known until after the end of the Event, shall be lodged with **Dressage SA** who will refer to the Legal portfolio or the Disciplinary Tribunal,
- 6.8.8. Such Protests shall be filed no later than fourteen (14) days after the end of the relevant Event. A case shall be deemed to occur in direct connection with an Event if it occurs during the journey towards the Event or, after arrival, including during the period of quarantine, training or acclimatisation.
- 6.8.9. All Protests must be in writing, signed by an authorised person within the meaning of 4.4.2 and be accompanied, as the case may be, by any supporting evidence, including names of witnesses.
- 6.8.10. Protests to the Ground Jury and to the Appeal Committee shall be presented within the applicable time limit to the President of the Ground Jury or to the President of the Appeal Committee, as the case may be, together with the necessary deposit. Protests to the Disciplinary Tribunal shall be sent within the applicable time limit together with proof of payment of the necessary deposit.
- 6.8.11. Notwithstanding anything to the contrary, **Dressage SA** may, in special circumstances which – in its sole discretion – warrant a Decision, refer to the Disciplinary Tribunal a Protest against any person or body made by any person or body or on his/her own initiative, at any time, in regard to any matter and even without the payment of a deposit.
- 6.8.12. Any person lodging a Protest should, if possible, secure witnesses to the incident and any other form of evidence, and either bring them to the body before whom the Protest is lodged, or obtain written statements from them, duly signed, together with their names and addresses. Before the Disciplinary Tribunal, these requirements are set out specifically in the Regulations of the Tribunal.
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- 6.8.13. All acts or omission constituting a Protest must be reported to the **Dressage SA** President/Chair.

#### 6.9. SECTION I REPORTS

- 6.9.1. Officials are required to send Reports to **Dressage SA** at the conclusion of Events, in accordance with these General Regulations and the applicable Rules. Matters giving rise to Protest or Appeals must be included in such Reports.

- 6.9.2. Failure to return the Report(s) to **Dressage SA** shall be sanctioned by **Dressage SA**, first with a Warning and then by a Suspension until the outstanding Report(s) has been provided.

#### 6.10. SECTION J APPEALS

- 6.10.1. An Appeal may be lodged by any person or body with a legitimate interest against any Decision made by any person or body authorised under the Rules and Regulations of **Dressage SA** provided it is admissible (See point 2 below)
- 6.10.2. With the Appeal Committee (or with the Disciplinary Tribunal if there is no Appeal Committee) against Decisions by the Ground Jury.
- 6.10.3. With the Disciplinary Tribunal against Decisions of the Appeal Committee or any other person or body.
- 6.10.4. With the SAEF against decisions by the Disciplinary Tribunal.
- 6.10.5. With the CAS against Decisions by the SAEF. The person or body lodging such Appeal shall inform **Dressage SA** and the Secretary General of the SAEF and provide them with copies of the statement of Appeal.
- 6.10.6. An Appeal is NOT admissible:
- 6.10.6.1. Against Decisions by the Ground Jury in cases covered by Section C – Ground Duties : point 6 (or in cases in relation to the arena, an obstacle or the course if there is no Appeal Committee);
- 6.10.6.2. Against Decisions of the Appeal Committee on Appeals arising from Decisions made by the Ground Jury.
- 6.10.6.3. If there is no Appeal Committee, against Decisions made by the Disciplinary Tribunal on Appeals arising from Decisions made by the Ground Jury.
- 6.10.7. Appeals to the Appeal Committee must be in writing , signed and accompanied by supporting evidence in writing or by the presence of one or more witnesses and must be lodged no later than one (1) hour after the Decision of the Ground Jury.
- 6.10.8. If there is no Appeal Committee, Appeals to the Disciplinary Tribunal must be in writing, signed and accompanied by supporting evidence in writing to the presence of one or more witnesses and must reach **Dressage SA** National Secretary no later than fourteen (14) days after the end of the Event. So far as Competitions are concerned, the right of Appeal is limited to questions of the eligibility of an Athlete or Horse and questions involving the interpretation of the Rules.

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- 6.10.9. Appeals to the Disciplinary Tribunal must be dispatched to **Dressage SA** and signed by the appellant or his/her authorised agent and accompanied by supporting evidence in writing or by the presence of one more witnesses at a designated hearing and must reach the Disciplinary Tribunal within thirty (30) days of the date on which **Dressage SA** National Secretary's notification of the earlier Decision was sent.
- 6.10.10. Appeals to the SAEF:
- 6.10.10.1. Appeals to the SAEF together with supporting documents must be dispatched to the SAEF Secretary General pursuant to the Procedural Rules of the SAEF so as to reach the SAEF within thirty (30) days of the date on which **Dressage SA's** notification of the Disciplinary Tribunal Decision was received by the Person Responsible.
- 6.10.11. Appeals to the CAS:
- 6.10.11.1. Appeals to the CAS together with supporting documents must be dispatched to the CAS Secretariat pursuant to the Procedural Rules of the CAS Code of Sports-related Arbitration;
- 6.10.11.2. So as to reach the CAS within thirty (30) days of the date on which the Secretary General's notification of the Federation Tribunal Decision was received by **Dressage SA** of the Person Responsible.
- 6.11. SECTION K DEPOSITS
- 6.11.1. Protests and Appeals to the Ground Jury or the Appeal Committee must be accompanied by a deposit to the Federation of the equivalent of CHF 150.
- 6.11.2. Protests and Appeals to the Disciplinary Tribunal must be accompanied by a deposit to **Dressage SA** as set out in Appendix GR/A and Appendix GR D
- 6.11.3. No deposit is required for Protests claiming Horse Abuse of any nature.
- 6.11.4. The payment of the applicable deposit is a pre-requisite to establish the jurisdiction of the hearing body.
- 6.12. SECTION L RECORDING PROTEST, APPEALS AND PENALTIES
- 6.12.1. The Foreign Judge must include in his report to **Dressage SA** and the Federation all Reports and Protests received by the Ground Jury as well as all Decisions awarded and penalties imposed by the Ground Jury on these and other relevant matters.
- 6.12.2. The President of the Appeal Committee must Report to **Dressage SA** all Protests, Reports and Appeals, received by the Appeal Committee as well as all Decisions awarded and penalties imposed by the Appeal Committee on these and other relevant matters.
- 6.12.3. **Dressage SA** National Secretary or his/her designee shall be responsible for:
- 6.12.3.1. Recording delivery of Yellow Warning Cards and notifying any suspension thereof;
- 6.12.3.2. Recording proceedings of the Disciplinary Tribunal and Decisions of the CAS.
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6.12.3.3. Notifying the Decisions of these bodies, including the dates on which they become effective, to the parties concerned.

6.12.3.4. Publication of all decisions which **Dressage SA** warrants publication or which have to be published.

6.12.3.5. Processing reports from Event Officials

6.13. SECTION M TIME OF IMPLEMENTATION OF DECISIONS

6.13.1. Decisions are effective from the date of oral or written notification to the affected party or parties, so long as such notification is possible under the circumstances. Otherwise, Decisions are effective as of the date specified by the body or person authorised to make the Decision.

6.14. SECTION N PENALTIES

6.14.1. In deciding on the appropriate penalties to be imposed, the following factors shall be taken into consideration, together with any other relevant factors:

6.14.1.1. Whether the action or omission resulted in an unfair advantage to the offender or an Athlete;

6.14.1.2. Whether the action or omission resulted in a material disadvantage to any other person or body involved;

6.14.1.3. Whether the action or omission involved the maltreatment of Horses;

6.14.1.4. Whether the action or omission affected the dignity or integrity of any person involved in the sport; Whether the action or omission involved fraud, violence, abuse or similar criminal acts;

6.14.1.5. Whether the action or omission was deemed to be deliberate.

6.14.2. An oral or written warning is appropriate in cases of minor violations committed unintentionally and without significant consequences.

6.14.3. A fine is appropriate particularly in cases where the offender has acted negligently.

6.14.4. Disqualification is appropriate when it is specified in the General Regulations or Discipline Rules, or if the circumstances require an immediate action.

6.14.5. Disqualification from a Competition means that the Athlete and/or Horse(s) concerned – even should they change ownership – are removed from the list of starters and the classification and includes the forfeiture of prize money won in that particular Competition.

6.14.6. Disqualification from an Event means that the Athlete and/or Horse(s) – even should they change ownership – may take no further part in that Event and it may include (in addition to what is mandated under Section D 4.) the forfeiture of any prize money won in previous Competitions at that Event where provided for in the General Regulations or Discipline Rules.

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- 6.14.7. A Provisional or Final Suspension, on such terms and subject to conditions as the Disciplinary Tribunal, or as the case may be, **Dressage SA** President/Chair may impose, is appropriate in cases of intentional or very negligent violations.
- 6.14.8. In certain cases a Provisional or Final suspension may be automatic under the Regulations and/or Rules of **Dressage SA**.
- 6.14.9. Provisional or Final Suspension must be for a stated period and during that period the person, Horse or body suspended may take no part in Competitions or Events as an Athlete, Horse or Official or in the organisation of, any Event under the Jurisdiction of **Dressage SA** in accordance with the Regulations and Rules applicable.
- 6.14.10. In deciding when any Suspension will commence, the appropriate body shall, in order to achieve a just penalty, take into account the gravity of the offence.
- 6.14.11. Sanctions:
- 6.14.11.1. Notwithstanding anything to the contrary indicated in paragraphs 3 to 5 above, the penalties or other sanctions provided from in the Regulations and the Anti-Doping Rules for Human Athletes will be applicable in cases falling under such rules and Regulations;
- 6.14.11.2. Abuse of Horses in any from (rapping, abnormal sensitisation or desensitisation of limbs, banned schooling methods etc.,) may entail a fine of up to R15 000 – and/or a Suspension of a minimum of three (3) months up to life;
- 6.14.11.3. Incorrect behaviour towards Event Officials or any other party connected with the Event (other Athlete, journalist, public etc.) may entail a fine of R500 – R10 000 – and/or a Suspension of a minimum of three (3) months up to twelve (12) months;
- 6.14.11.4. Fraud of any kind, violence and other acts defined as criminal by the National Law prevailing at the Event shall entail a fine of R1 000 to R15 000. and/or Suspension of a minimum of one (1) month up to life.
- 6.14.11.5. Bringing the Sport into disrepute in the public domain by contravention of the Code of Conduct or Welfare of the Horse shall entail a fine of R1 000 – to R15 000. – and/or Suspension of a minimum of three (3) months up to life.
- 6.14.12. In cases of offences mentioned in paragraphs 6.2 and 6.3 above and which are of a less serious nature and/or in cases specified in the Sport Rules.
- 6.14.13. Yellow Warning Cards.
- 6.14.13.1. The President of the Ground Jury, the President of the Appeal Committee and the Chief Steward must notify the Person Responsible during the Period of the Event that he/she will receive a Yellow Warning Card, the Athlete must be notified in writing within fourteen (14) days of the Event. See Appendix GR/U for Yellow Warning Card.
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- 6.14.13.2. Should the same Person Responsible receive one (1) more Yellow Warning Card at the same or any other Recognised Event within one year of the delivery of the first Yellow Warning Card, the Person Responsible shall be automatically suspended for a period of two (2) months after official notification from **Dressage SA President/Chair**.
- 6.14.13.3. The penalty imposed in any given case can consist of a combination of fine, Suspension and Disqualification. The amount of a fine and the duration of a Suspension shall be decided according to the guidelines mentioned in paragraph 6 above and to the circumstances of the case.
- 6.14.14. All fines imposed under the Legal System are due to **Dressage SA** who has paid for the inspection process. They must not be paid to the OC or any other body but must be paid to **Dressage SA** on receipt of a demand.
- 6.14.15. Any person who had not paid a fine within thirty (30) days of receiving a demand for payment will be automatically suspended until the fine is paid, If fines are not paid within ninety (90) days from the date of issue, interest will automatically be charged at the end of each month at the rate of 10% compound interest. If fines are inadvertently paid to the OC or any other person such fines shall be remitted to the **Dressage SA**.
- 6.14.16. Decisions of the Discipline Tribunal may also impose on unsuccessful parties the payment of costs borne by **Dressage SA** for the judicial procedure in the amount of R500 – R 7500. In addition, a party may be ordered to pay further costs not exceeding R10 000. If the costs of the procedures borne by **Dressage SA** have been increased by conducting a hearing or by excessive prolongation of the procedures or other exceptional cause. In the interests of fairness, the cost to **Dressage SA** of any hearing which is held in conjunction with other hearings or with an administrative meeting of the Disciplinary Tribunal shall be separately calculated.
- 6.15. SECTION O ENFORCEMENT OF PENALTIES
- 6.15.1. All penalties imposed by a competent body of the FEI or Discipline Associations under the Constitution, Regulations and Rules and decisions on appeals shall be accepted by all relevant Bodies and enforced by the FEI, SAEF and all Bodies concerned.
- 6.15.2. All penalties imposed by Discipline Associations or the SAEF which concern participation in international or national events and activities under the jurisdiction of the FEI or SAEF and/or Discipline Associations shall be recognised and enforced by the FEI, SAEF and all such Bodies.
- 6.16. SECTION P BAD STANDING
- 6.16.1. A member is said to be in bad standing if he/she is:
- 6.16.1.1. In arrear with any annual subscription, affiliation fee, horse registration fee or levy payable to **Dressage SA**.

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- 6.16.1.2. In arrear with any fine owing to **Dressage SA** pursuant to disciplinary proceedings, or any fine issued, and in arrear with any other amount owing to **Dressage SA** and is so in arrear for a period of at least 60 days.
- 6.16.2. Without prejudice to the rights and remedies of **Dressage SA** the consequences of member being in bad standing are as follows:
- 6.16.2.1. The member in bad standing may not exercise any right or privilege of membership (including, but not limited to, voting rights, rights to attend general meetings of **Dressage SA**, rights to serve on committees, rights to compete in shows, rights to have horses registered in his/her name and rights to form part of any team of **Dressage SA** while he/she is in bad standing.
- 6.16.2.2. A member in bad standing shall forthwith and automatically cease to serve on any committee of **Dressage SA** as if he/she had resigned from such committee and will not be eligible for election to any committee of **Dressage SA** for at least one year after such member has ceased to be in bad standing.
- 6.16.2.3. If the member in bad standing is an Affiliated Body, then any member who is a shareholder, director, member, executive officer, trustee, proprietor or the like of such Affiliated Body, or is a person/s responsible in respect of such Affiliated Body is deemed to be in bad standing for as long as the Affiliated Body is in bad standing, and will remain so notwithstanding such member ceasing to have such capacity in respect of such Affiliated Body at any time while it is in bad standing.
- 6.16.2.4. If the member in bad standing is a custodian member, then any junior or child member in relation to whom such member is a custodian member is deemed to be in bad standing for as long as the custodian member is in bad standing. The custodian member in bad standing may not be substituted with another custodian member for as long as the first mentioned custodian member is in bad standing.
- 6.16.2.5. If the member in bad standing is an Affiliated Body, then such Affiliated Body will not be entitled to organise any event above regional level while it is in bad standing and, once it ceases to be in bad standing, for a period of 24 months.
- 6.16.2.6. A member does not cease to be a member by not renewing fees. Such member is in bad standing and therefore has limited privileges, amongst others, cannot vote, participate at any Recognized event, receive any awards etc.
- 6.16.2.7. Should such a member fail to renew for the second consecutive year, then his/her membership terminates automatically. Should such member then apply for membership thereafter, the arrears are still due and payable unless good cause is shown. This is at the discretion of the relevant Discipline Association.
- 6.16.2.8. This will also apply to a member who resigns and has outstanding fees or debts, especially escaping disciplinary procedures. Should such a member then later apply for new membership, the disciplinary process will proceed irrespective of the lapsed timeframe inclusive of outstanding fees unless good cause is shown as set out above.
- 6.16.2.9. A member facing disciplinary action who does not appear to defend him/herself (subject to the notifications having been sent out timeously and in terms of the disciplinary procedure, his/her hearing may still proceed in absentia, in which case any
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sanction will come into immediate effect should that member renews their membership at any time in the future.

6.16.2.10. Any member who is suspended has no privileges and is still bound by all rules and regulations pending either an investigation and/or hearing including the Code of Conduct.

6.16.2.11. Discipline Associations may refuse the renewal of membership based on their Constitution.

## **SECTION 7 : COMMUNICATION WITH SASCOC**

7.1. Communications may only be referred to SASCOC by an individual if no resolution has been obtained after all disciplinary/appeal procedures have been followed through:

7.1.1. The member's Club.

7.1.2. The relevant Regional Discipline Committee (if in place)

7.1.3. The relevant Provincial Discipline Association.

7.1.4. The relevant National Discipline Association.

7.1.5. The SAEF

7.2. All Appeals must be in writing and accompanied by the relevant deposits.

7.3. Violation of the above may result in suspension following a disciplinary hearing.

## **SECTION 8 : GENERAL REGULATIONS APPLICABLE TO ALL SOUTH AFRICAN CHAMPIONSHIPS**

8.1. CLASSIFICATION

8.1.1. All Individual and Team South African Championships are listed in Appendix GR/B

8.2. ALLOCATION

8.2.1. Each National Championship shall be staged only once in any one calendar year.

8.2.2. Each National Championship and/or Individual SA Championship listed in Appendix GR/C – 1 / 2 shall only be staged at CN Status events.

8.2.3. No National Championship shall be allocated unless **Dressage SA** is satisfied as to the standards upheld at the event.

8.2.4. South African Championships, as far as possible, shall be allocated to Provinces in turn subject to the criteria being met and a roster detailing this allocation for the following calendar year shall be approved by **Dressage SA** at a General Meeting.

8.2.5. An Expression of Interest must be compiled by the Organising Committee before the Province is accepted as the host for that event.

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- 8.2.6. If for any reason, a Province is unable to stage a championship which it has accepted in terms of the above paragraph, then that Provincial Committee shall be subject to a fine, the amount of which shall be determined by **Dressage SA**, and that Province may be removed from the roster for a time period as determined by **Dressage SA**.
- 8.2.7. In the case of an (Notified) infectious disease (e.g. AHS) preventing horses from travelling to a particular area/province, alternate arrangements shall be made to accommodate the hosting of the event where possible.
- 8.2.8. In this case that championship shall be offered to the Province, which in terms of the roster is due to stage the championship the following year, subject to 07.2.4 above. The Province relinquishing the championship shall then be moved to the end of the roster.
- 8.2.9. Should the Province due to stage the championship the following year be unable to accept the bringing forward of their allocated year on the roster, it shall advise the relevant /s to that effect, but shall not lose its place on the roster. Under such circumstances **Dressage SA/s** shall make suitable arrangements for the staging of the championship subject to 07.2.4 above, and any Province then agreeing to stage the championship shall not lose its already agreed date on the roster.
- 8.2.10. Should two Provinces which in terms of the roster are due to stage a championship in successive years agree to exchange those years, this may only be done by agreement of **Dressage SA**.
- 8.2.11. **Dressage SA/s** may approve the allocation of a championship to an Organising Committee within a Province for a continuous number of years, subject to 07.2.4.
- 8.2.12. Whenever possible, and at the discretion of **Dressage SA**, all Junior Championships should be held at one event, and all Pony Riders/Children Championships should be held at one event.
- 8.3. APPLICATION
- 8.3.1. The Organising Committee of any Recognised event must apply to **Dressage SA** for permission to stage a National Championship on the prescribed Expression of Interest form.
- 8.3.2. **Dressage SA** shall be responsible for the approval of which Recognised event a Championship shall be staged based on the Expression of Interest Application which shall contain, inter alia, the following information.
- 8.3.2.1. Name of Event
- 8.3.2.2. Address of the Organising Committee
- 8.3.2.3. Period of Event
- 8.3.2.4. Name of Sponsor
- 8.3.2.5. Proposed prize money and/or other awards offered for the championship and the Event
- 8.3.2.6. The position that the championship would occupy on the programme
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8.3.2.7. Any criteria needing to be met as determined by **Dressage SA** Council from time to time.

8.3.3. The **Dressage SA's** decision as to the venue for a National Championship shall be final and it shall satisfy itself that a National Championship is held at venues with the following facilities:

8.3.3.1. Satisfactory stabling

8.3.3.2. Satisfactory Footing as required in **Dressage SA** Rules

8.3.3.3. Proximity of Veterinary Facilities

8.3.3.4. Adequate facilities for competitor's and grooms

8.3.3.5. Adequate spectator and catering facilities.

8.3.3.6. Adequate equipment necessary to hold competitions of championship standard and to satisfy the Sponsors requirements with regard to venue choice and suitable dates, programme presentation, organisation, production etc.

8.3.4. A National Championship shall not be advertised or staged until the Organising Committee of the event at which it is to be staged has received permission in writing from the relevant Discipline Association/s.

#### 8.4. REQUIREMENTS

8.4.1. Notification of date:

8.4.1.1. All Discipline Associations under whose area of jurisdiction a National Championship is to be staged, shall notify all members accordingly at least two months before the date of the event, and the Organising Committee concerned shall send copies of the approved schedule to the relevant National Discipline Associations to reach all members concerned at least ONE month before the closing date of entries.

8.4.2. The schedule and programme/catalogue shall state clearly that the championship is being staged with the permission of every Discipline Association concerned.

8.4.3. All Schedules must be checked in terms of 03.21

#### 8.5. QUALIFICATION OF ATHLETES COMPETITOR'S, OWNER AND HORSES

##### 8.5.1. COMPETITORS AND OWNERS

8.5.1.1. Individual championships

8.5.1.1.1. Individual athletes shall be registered as per 0.2.1

8.5.1.1.2. National Team Championships As per the SAEF Requirements.

##### 8.5.2. HORSES

8.5.2.1. Individual Championships.

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8.5.2.1.1. For Individual Championships horses shall be registered as per 0.2.3

8.5.2.2. National Team Championships As per the SAEF Requirements.

8.6. FLOATING TROPHIES

8.6.1. All Discipline Association championship floating trophies shall remain the property of that Discipline Association and shall not be handed over to the winners of a championship other than at the prize giving for the taking of photographs.

8.6.2. **Dressage SA** Provincial Committee under whose auspices a championship is staged shall be responsible for the return of floating trophies to **Dressage SA** as soon as possible after the event. (See Duties of **Dressage SA's** Representative see Appendix GR/C

8.7. MEDALS

8.7.1. Gold Medals shall be provided by each Discipline Association and shall be awarded to:

8.7.1.1. First prize winners in all Individual Discipline Association National Championships.

8.7.1.2. The competing athletes of the winning Team of all Discipline Association National Team Championships. (The reserve does not get a medal but should receive a rosette and memento from the Organising Committee.

8.8. ENTRIES

8.8.1. The closing date for entries shall be the same as that applicable to the other competitions at the event.

8.9. ENTRY FORMS

8.9.1. The Organising Committee shall make provision on the entry form for the following information to be given and entries shall not be accepted unless the forms are in respect of the Athlete:

8.9.1.1. First and Last names

8.9.1.2. Nationality if not South African (Visiting Athletes from other Federations)

8.9.2. In respect of the horse:

8.9.2.1. Registered Name

8.9.2.2. Passport number

8.9.2.3. Microchip number

8.9.2.4. Sex

8.9.2.5. Breed

8.9.2.6. Sire and Dam

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8.9.2.7. Country of Birth

8.9.2.8. Date of Birth

8.9.3. In respect of TEAM entries – the Province in which the athlete rider is registered.

#### 8.10. ORDER AND TIME OF CHAMPIONSHIPS

8.10.1. It is compulsory for all qualifying or warm up competitions preceding a championship to be held in the order stated in the rules and for championships held in daylight, unless the lighting provided at the venue is approved by a Representative of **Dressage SA** in conjunction with the President of the Ground Jury, the Organising Committee and if applicable the Course Designer, as being of a sufficiently high standard to permit one or more of the qualifying competitions to be staged at night.

#### 8.11. TEAM ENTRIES

8.11.1. Intention to Compete - Provinces wishing to enter in National Team Championships shall notify the Organising Committee of the event and **Dressage SA** in writing on the prescribed forms of their intention to participate, before the closing date of entries for that event.

8.11.2. Each Province may only enter ONE team.

8.11.2.1. Provinces may combine teams provided there are insufficient athletes riders in that Province available to compete at that level.

8.11.2.2. Nominations - Discipline Association Provincial Committees shall submit details of their team, in writing, to the Organising Committee of the event and to **Dressage SA**, not later than SEVEN clear days before the first competition day of the event.

8.11.2.3. Horses and athletes nominated in terms of this regulation shall have been entered for the event before the closing date of entries.

8.11.2.4. The nominations shall state the first and last names of the athletes and the names of the horses together with the name of the Chef d'Equipe.

8.11.3. The total number of nominations allowed is as follows:

8.11.3.1.	DRESSAGE	5	Athletes	6	Horses
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8.11.4. Team nominations for National Team Championships shall be certified by a responsible officer of **Dressage SA** as being correct and in accordance with the rules.

8.11.5. Provinces have to inform the Organising Committee and Discipline Association of the name and contact details of their Chef d'Equipe before Team nominations may be accepted.

8.11.5.1. The Chef d'Equipe shall ipso facto be the Team Captain.

8.11.6. The Conflict of Interest Protocol must be signed by the Chef d'Equipe (See Appendix GR/H)

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## 8.12.FINAL SELECTION

- 8.12.1. The final selection of the Team shall be submitted by the Chef d'Equipe to the Organising Committee of the event and to **Dressage SA's** Representative by not later than 17:00, or such other time as **Dressage SA's** Representative shall determine, on the day prior to the Competition.
- 8.12.2. The **Dressage SA's** Representative shall then, in the presence of the Chefs d'Equipe and the Organising Committee draw the order of starting of teams.
- 8.12.3. The selected team shall be chosen from those athletes and horses nominated in terms of 07.11.2 hereof. The following details shall be submitted:

- 8.12.3.1.Horse and athlete combination

- 8.12.3.2.Reserve athlete(s)

- 8.12.3.3.Reserve horse(s)

- 8.12.3.4.Order of riding of horses

- 8.12.4.The final selected teams shall consist of the following:

- 8.12.4.1.DRESSAGE 4 Athletes      4 Horses

- 8.12.5. Other than for the National Showing and Vaulting Team championships, should a team at the time of selection be able to produce only three combinations, then the team shall compete with only three athletes and horses.

- 8.12.6. Reserves:

- 8.12.6.1. The total number of reserves which may be declared in each discipline at the time of Final selection is as follows:

- 8.12.6.1.1.      DRESSAGE      1 Athletes      2 Horses

## 8.13. TEAM SUBSTITUTIONS

- 8.13.1. Before Final Selection If any of the athlete's competitors or horses nominated in terms of 04.11.2 are unable to compete by reason of illness, injury or death of an athlete competitor or horse, the Chef d'Equipe may substitute any other athlete competitor, horse or combination of athlete competitor and horse eligible to represent **Dressage SA**.
- 8.13.2. Notice of any substitution shall be given in writing to the Organising Committee of the event and to **Dressage SA's** Representative before the time of the Final Selection and shall be accompanied by the relevant medical or veterinary certificate.
- 8.13.3. After Final Selection If any athletes competitors or horses included in the final selection are unable to compete by reason of injury, illness or death of an athlete competitor or horse occurring after the final selections, and as certified by a medical or veterinary certificate, the Chef d'Equipe may substitute an athlete competitor, horse or combination of athlete competitor and horse, only from those reserves declared at the time of the Final Selection.



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- 8.13.3.1. In addition, the Chef d'Equipe may change the athlete competitor on any of the horses selected from another athlete competitor provided both athletes competitors were included in the final selection (excluding reserves). In this case a medical certificate is required.
- 8.13.3.2. Notice of this substitution shall be given in writing to the Organising Committee and to **Dressage SA's** Representative before the commencement of the first round of the championship concerned and shall be accompanied by the relevant medical or veterinary certificate if required.
- 8.13.4. Under no circumstances may the order of riding of the horses be changed.
- 8.13.4.1. Combined Teams - Should any two or three Provinces be unable to compete in a National Team Championship due to the lack of competitors/horses of the required standard, then two or three of those Provinces may combine to send one team. This team shall in all respects be deemed to be a team entered by a Province.
- 8.13.5. In these cases, team athlete members will be awarded their own Provincial Colours should they qualify as such.
- 8.14. PRIZEGIVING PROTOCOL
- 8.14.1. **Dressage SA** Trophy and Medal shall be awarded by:
- 8.14.1.1. TROPHY
- 8.14.1.1.1. The sponsor of the class or if not available, **Dressage SA's** Representative.
- 8.14.1.2. MEDALS
- 8.14.1.2.1. **Dressage SA** Chair/President or Vice President, if not available,
- 8.14.1.2.2. The Chairman of the Provincial Committee concerned, or if not available, a **Dressage SA's** Representative.

## **SECTION 9 : AGE AND HEIGHT RESTRICTION OF HORSES AND HORSE PASSPORTS**

- 9.1. AGE AND REGISTRATION OF HORSES
- 9.1.1. The minimum age for horses to be entered in ridden competitions at Recognised events shall be three (3) years.
- 9.1.2. **Dressage SA** rules may stipulate a different minimum age (but not less than three (3) years for their competitions.
- 9.1.3. **Dressage SA** will not register a horse for the first time unless the application for registration is accompanied by a certificate signed by a person who purports to be the legal owner stating the age and giving a full description of the horse at the time of registration. It is not incumbent on **Dressage SA** to verify such legal ownership, although **Dressage SA** may refuse such registration if it is not satisfied for any reason that such person is the legal owner of the horse.

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- 9.1.4. **Dressage SA** may require any proof of ownership which it deems necessary.
- 9.1.5. The following information shall be provided:
- 9.1.5.1. SAEF or FEI Passport Number
  - 9.1.5.2. Name of the Horse as stated in the Passport
  - 9.1.5.3. Owner of the Horse
  - 9.1.5.4. Sex
  - 9.1.5.5. Breed
  - 9.1.5.6. Country of Birth
  - 9.1.5.7. Year of Birth – full date if available
  - 9.1.5.8. Previous name in case of a name change
  - 9.1.5.9. Name of Previous Owner
- 9.1.6. Competitors from outside the Republic of South Africa if called upon to do so by the Organising Committee, shall be required to produce proof of compliance with Clause 05.1.0 under penalty of disqualification from the event.
- 9.2. HEIGHT RESTRICTIONS OF HORSES
- 9.2.1. The following height restrictions shall apply:
- 9.2.1.1. Adult competitions: There shall be no height restrictions imposed on horses.
  - 9.2.1.2. Junior competitions: There shall be no height restrictions imposed on horses.
  - 9.2.1.3. Pony Rider competitions: Only ponies measuring in accordance with Clauses 9.3.5, and 9.3.6 shall be ridden in Pony classes.
- 1.1.1.Children Competitions; There is no height restriction imposed on horses and/or ponies.
- 9.3. DEFINITIONS OF A PONY
- 9.3.1. All ponies that were registered with prior to 1 January 2015 will be allowed to compete as a pony provided the pony in question measures up to 1.50m without shoes and 1.51m with shoes. This measurement applies to an “out of competition” measurement.
  - 9.3.2. Ponies that were registered after 1 January 2015 must measure, up to 1.48m without shoes and 1.49m with shoes. This measurement applies to an “out of competition” measurement.
  - 9.3.3. All measurements will be rounded down if less than Five (5) mm.
  - 9.3.4. A two (2) centimeter height allowance will be afforded to all ponies being measured at National events provided that:
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- 9.3.4.1. The pony in question has had its height certificate validated by **Dressage SA** measuring board, with an “out of competition” measurement.
- 9.3.4.2. The FEI still continues to recognize the 2cm allowance for in competition measurement. If FEI ceases with the allowance, it will fall away and no longer be used.
- 9.3.5. In order for a Pony to participate in international Events, the pony must be registered with FEI as a pony. i.e. does not exceed 1.48m without shoes.
- 9.3.6. Life Height Certificates will no longer be accepted.
- 9.4. MEASUREMENT OF HORSES
- 9.4.1. It is the responsibility of Owners or Athletes intending to enter a horse in Recognised Classes to have it measured by an Official Horse Measurer appointed by **Dressage SA**.
- 9.4.2. Prior to measuring a horse, the Official Horse Measurer shall ensure that the horse to be measured is the horse resembling the description as set out in the Horse Passport. On completion of measurement, the Official Horse Measurer shall complete, date and sign the “Horse Height” page of the passport. The ID Page in the passport must be completed to indicate the Horse concerned was correctly identified. A photocopy of the “Horse Height” page of the passport, bearing the passport number, must be lodged with **Dressage SA** where the Horse is registered.
- 9.4.3. Horses shall be re-measured annually until the age of seven (7), where after the horse shall be re-measured upon request by a registered Panel Official(s) linked to a specific event.
- 9.4.4. Ponies measuring 1.50m without shoes and 1.51m with shoes at an event and registered as ponies before the 31st December 2014 will retain their status as a Pony until such time as they retire, but are subject to be re-measured at events.
- 9.4.5. Ponies measuring in excess of 1.50m, irrespective of their status as at 31st December 2014 and notwithstanding Clause 9.3.6 will be subject to Clause 9.3.5 above.
- 9.4.6. Horses must be sound when trotted out in hand and must be measured standing on a level solid surface. No allowance will be made for shoes; however it must be stated as to whether the horse/pony was measured with or without shoes.
- 9.4.7. The top of the head of the horse can be in line with the withers when being measured. 05.3.8 Measurers are required to use a measuring stick shod with metal and with a spirit level incorporated into the cross bar.
- 9.5. MEASUREMENT BOARD
- 9.5.1. All registered ponies may be called to an “out of competition” measurement at the sole discretion of **Dressage SA** at any time of the year, whether it has a life height certificate or not.
- 9.5.2. At National Pony events where pony measurements may take place, the schedule must state the date and time of the pony measurement, which would normally be held before the Horse Inspection.
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- 9.5.3. At National Pony events where pony measurements may take place, such measurements will be done by means of an electronic measuring device and/or a calibrated measuring stick, before the event.
- 9.5.4. On the request of the Ground Jury ("GJ"), any pony that appears to exceed the height permitted for a pony competition during an event where there is no formal measurement may be subject to an "out of competition" measurement. The GJ member must advise the chairman of the Measuring Board in writing of this request.
- 9.5.5. Any height objection may be lodged by an interested party against a pony at any pony event.
- 9.5.6. The objection must be presented in writing, and accompanied by R2 500 deposit, to the President of the GJ.
- 9.5.7. The President of the GJ will inform the chairman of the Measuring Board, who in turn, will arrange for a "out of competition" measurement to be conducted no later than fourteen (14) days after the event.
- 9.5.8. If a pony "measures in", the person raising the objection will forfeit the R2 500 deposit.
- 9.5.9. If a pony "measures out", the person raising the objection will have the R2 500 deposit refunded and cost of measurement will be paid by Pony Rider ("PR") or his/her guardian/representative.
- 9.5.10. Any pony that "measured in", raised by an objection, will not be subject to any further objection measurement for the rest of the calendar year, if the pony is older than 7 years at the time of having been "measured in".
- 9.6. PERSONNEL
- 9.6.1. Two Official Measurers, who must include at least one FEI Veterinarian appointed by each Discipline Association Measuring Board, will perform pony measurements.
- 9.6.2. A minimum of 2 FEI stewards is required to facilitate the process of pony measurement and ensure the safety of all participants.
- 9.6.3. Additional administrative support may be required at larger events where pony measuring will take place, to facilitate the procedure. This should be organized by the Organising Committee on the advice of the Measuring Board.
- 9.7. FACILITIES AND REQUIREMENTS
- 9.7.1. A total area of at least 3m by 3m is required.
- 9.7.2. A measuring "pad" of at least 3m by 1.5m that is flat, even and level, with a non-slip surface (a concrete slab or other paved surface is most desirable. Plywood, dirt, gravel or other uneven surfaces are not permitted).
- 9.7.3. Freedom from unnecessary disturbances and distractions.
- 9.7.4. The Measuring Veterinarians must verify the measuring area prior to the pony measurement taking place.
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- 9.7.5. A measuring stick fitted with a spirit level, and approved by **Dressage SA** must be used for the measurements. The stick used, must have obtained an official calibration certification from SABS.
- 9.8. PRESENTATION
- 9.8.1. The PR, or their representative must present the pony.
- 9.8.2. Stewards must ensure that no more than 2 people accompany a pony. This must be the PR and/or their representative and 1 other person (which may include the owner, Chef d'Equipe, team veterinarian or groom).
- 9.8.3. The pony must be presented in a controlled and safe manner. This requires a bridle or head collar. Any equipment used for presentation must be in accordance with the FEI Code of Conduct for the Welfare of the Horse.
- 9.8.4. It is the responsibility of the PR, or their representative, to ensure that the pony is well handled, accustomed to the application of a measuring stick and correctly prepared for measuring.
- 9.8.5. The pony must be free from all prohibited substances as defined by the FEI at the time of presentation for pony measurement and testing may be called for.
- 9.8.6. At an "In Competition" measurement a pony must be presented for measurement in the shoes in which the pony will compete. No Changes of the shoes, or visit to the farrier, may be permitted once a pony has been presented for measuring.
- 9.8.7. If the necessity arises for the replacement of shoes prior to the competition, at the discretion of GJ and veterinarian this may be authorized in advance and provided in writing to the PR, signed by both and GJ and veterinarian. Failure to obtain prior written notification for authorized farrier, will result in the disqualification of the pony by the GJ.
- 9.8.8. Any shoe(s) changed after pony measurement may, at the discretion of the GJ, result in the re- measurement of the pony. When the re-measurement differs from the first measurement, the higher result will be final.
- 9.9. PROCEDURE
- 9.9.1. Stewards are required to assist in the procedure of pony measurement, this includes and not limited to:
- 9.9.1.1. Ensuring the efficient movement of ponies into and out of the measuring area.
- 9.9.1.2. Assisting, with identification.
- 9.9.1.3. Ensuring the measuring area does not become unnecessarily crowded.
- 9.9.1.4. Accompanying, any ponies waiting re-measurement.
- 9.9.1.5. The Measuring Veterinarian will verify the identification of the pony presented.
- 9.9.1.6. The pony should be standing squarely, weight-bearing on all 4 limbs and allowed to relax before measurement is attempted.
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- 9.9.1.7. The Measuring Veterinarian will assess the appearance of the withers.
  - 9.9.1.8. The measurement will then be taken at the highest point of the withers, that is immediately above the spinous process usually of the 5th thoracic vertebra, which should be identified by palpation if necessary before any measurements are made.
  - 9.9.1.9. The two Official Measurers will measure each pony in succession.
  - 9.9.1.10. Should the measurements of the Official Measurers differ, the lower of the 2 heights will be taken as definitive.
  - 9.9.1.11. Any person obstructing, or interfering with the process of the pony measurement, will be instructed to leave the measuring area.
- 9.10. REFUSAL TO MEASURE
- 9.10.1. The Measuring Veterinarians may refuse to measure a pony in the event of any of the following:
    - 9.10.1.1. The PR or representative is interfering with or obstructing their work, this includes influencing the natural stance of the pony.
    - 9.10.1.2. The pony is deemed not measurable, or unnecessary force is being exerted by the handler on the pony.
    - 9.10.1.3. If there is any evidence or doubt that the pony's withers, or any part in that anatomical region, may have been interfered with so as to artificially lower the Pony's heights.
    - 9.10.1.4. In the instance where the Measuring Veterinarian refuse to measure a pony based on the above paragraph, the GJ or Chairman of measuring board, on the advice of the Measuring Veterinarian will inform the PR, or representative, that the pony will not be allowed to compete.
    - 9.10.1.5. In cases when the Measuring Veterinarian refuses to measure a pony, the details must be entered into the pony's passport, on the identification page, stating the date and applicable regulation.
    - 9.10.1.6. Any PR or representative refusing to have their pony measured, both pony and rider will be prohibited from entering any sanctioned event by **Dressage SA** until such time that **Dressage SA** Measuring Board has measured the pony in question.
- 9.11. OUT-OF-COMPETITION MEASUREMENT
- 9.11.1. For any reason as described above, or when an objection is lodged, or the GJ's request an Out- Of-Competition measurement of a pony, the PR or representative must make arrangements with **Dressage SA** Measuring Board for the pony to be measured within 14 working days from the date of the objection lodged or request of the GJ's.
  - 9.11.2. The PR, or representative will meet any additional costs of such a measurement.
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#### 9.12. "MEASURING IN" and "MEASURING OUT"

- 9.12.1. Following the Initial Measurement, as described herein, a pony will either be: "Measured In" and permitted to compete "Measured Out" and not be permitted to compete.
- 9.12.2. Ponies "Measured Out" will be notified, and are eligible for a second measurement as described below.

#### 9.13. SECOND MEASUREMENT

- 9.13.1. A pony may be presented for a second measurement within 1 hour of the initial measurement.
- 9.13.2. For the duration of the waiting period, between the initial measurement and the second measurement, the pony must be accompanied by a Steward.
- 9.13.3. A maximum of one attempt at a second measurement is permitted, and must be conducted by the same Measuring Veterinarian as the initial measurement in the manner described above.
- 9.13.4. Should the pony not be "Measured In", for any reason, during the second measurement, the PR, representative or designee will be informed that the pony has "Measured Out" and cannot participate in further pony competitions.
- 9.13.5. The Measuring Veterinarian's decision regarding any pony measurement is final with respect to that measurement, but not limited to, the Appeal Measurement.

#### 9.14. PONIES "MEASURED OUT"

- 9.14.1. The PR, or representative, of a pony "Measured Out" must be notified by **Dressage SA** Measuring Board or by the GJ that the pony is not permitted to compete in any further pony competitions.
- 9.14.2. PR will forfeit all prize money, prizes and titles won for the calendar year that the pony "Measured Out".
- 9.14.3. The passport of the pony "Measured Out", must be marked in red on the identification page, stating the date of the event and the words "Measured Out – Pending an Appeal", the Measuring Veterinarian must sign this.
- 9.14.4. **Dressage SA** will inform SAEF that the pony was "Measured Out."
- 9.14.5. It is the responsibility of **Dressage SA** to ensure that any pony "Measured Out" is not entered in any further pony events.

#### 9.15. PONY MEASUREMENT APPEAL SYSTEM

- 9.15.1. The PR, or representative, may request in writing an Appeal Measurement following a pony being "Measured Out". An appeal request must reach **Dressage SA** Measuring Board within 7 days of the date of the pony "Measuring Out".
- 9.15.2. The PR, or representative, is responsible for all costs related to the Appeal Measurement. This includes transport, accommodation, meals and fees for the Measuring Veterinarian,

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and FEI Steward and, if applicable, a Testing Veterinarian, and the costs of FEI approved laboratory analysis. **Dressage SA** will provide an estimate cost for Appeal Measurement, which must be paid by PR, or representative prior to Appeal Measurement taking place.

- 9.15.3. The Appeal Measurement should take place as soon as possible and within a maximum of 40 working days, of the written request being submitted to **Dressage SA** Measuring Board.
- 9.15.4. The pony must be available at any time within 40 working days of the written request for an Appeal Measurement.
- 9.15.5. If the Appeal Measurement appointment is cancelled or postponed by the PR or representative, for any reason, the deposit paid for the estimate costs will be forfeited.
- 9.15.6. The PR, or representative, must be present during the Appeal Measurement procedure.
- 9.15.7. During an Appeal Measurement, ponies must not be presented in shoes.
- 9.15.8. Two (2) Measuring Veterinarians appointed by **Dressage SA** Measuring Board, ideally, will carry out the Appeal Measurement, who were not the Measuring Veterinarians who initially “measured out” the pony.
- 9.15.9. A SAEF representative must witness the Appeal Measurement.
- 9.15.10. The Appeal Measurement must be carried out under the conditions and according to protocol described above.
- 9.15.11. The Pony should be in good physical condition, as determined by the Measuring Veterinarians, (including appropriate length of hoofs and not foot sore) and free from all substances listed on the FEI Equine Prohibited Substances list.
- 9.15.12. The lower result of the 2 Measuring Veterinarian’s measurements will be taken as definitive, final and binding. No further re-measurements will be permitted for that calendar year.
- 9.15.13. Immediately after the appeal measurement, the pony may be tested in accordance with the EADCMP by an OV present. This testing is compulsory when the pony has “measured in”.
- 9.15.14. The Appeal Measurement will be recorded in the passport on the identification page by the Measuring Veterinarians, stating the date and place of the measurement and either:
  - 9.15.14.1. Appeal Measurement – “Pony Measured In” if the Pony measures within the height; or
  - 9.15.14.2. Appeal Measurement – “Pony not eligible for Discipline Association Pony Competitions”, if the Horse measures above the defined height for a Pony.
- 9.15.15. A copy of the relevant sections of the Passport must be sent to SAEF Head Office.
- 9.16. RE-MEASUREMENT OF HORSES
  - 9.16.1. **Dressage SA** have the right at their sole discretion to call for the re-measurement of any horse who has not been measured in terms of the Pony Rider Rules above, provided at



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least seventy two (72) hours' notice is given to the owner. The re-measurement shall be carried as per these General Regulations and the rules of **Dressage SA**.

- 9.16.2. In the event that any owner does not permit their horse to be re-measured as provided for in these Regulations, then that horse will be barred from competing in any Recognised Height Restricted class across all Disciplines until such time as the re-measurement has been carried out.

#### 9.17. HORSE PASSPORTS

- 9.17.1. Every horse registered with **Dressage SA** or SAEF shall have an official FEI Group IX Passport as a means of identification, to establish the registered ownership and confirm the height classification. All passports will be issued without alternation.
- 9.17.2. All Passports shall include the full name, address and signature of the owner as registered by **Dressage SA**.
- 9.17.3. The description of the horse and the diagram shall be accurately completed and the passport shall include a record of all vaccinations, horse inspections and medication control sampling.
- 9.17.4. SAEF Agents are responsible for issuing passports for all horses registered with the SAEF and for ensuring that the passports are correctly completed, as specified in the Veterinary Regulations, prior to being authenticated by the stamp of the SAEF and the signature of an official of the SAEF. SAEF shall retain a photocopy of the identification page and, if applicable, the "Horse Height" page of the passport. (See Rule 08.3.3). The person responsible for a horse at an event is responsible for the accuracy of the passport and for presenting it at the Horse Inspection, except for events on borrowed horses when this is the responsibility of the Organising Committee.
- 9.17.5. A horse may only have one passport (other than an FEI Passport). If the SAEF is satisfied that a passport has been lost, it may issue a new passport clearly marked "duplicate" and bearing the same number as the original passport. **Dressage SA** shall record the issue of a duplicate passport.
- 9.17.6. At CN or CI Status events, Organising Committees shall arrange for each horse to be positively identified at the Horse Inspection. Any case of misleading or inaccurate information in a passport or if the horse cannot be positively identified, shall be reported to **Dressage SA's** Representative who shall report the case to the SAEF Secretary General and **Dressage SA** giving the number of the passport and the name of the horse.
- 9.17.7. If any Horse arrives at a Horse Inspection or an Event (Provincial or National) without a passport, or if the passport is inaccurate, it shall not be allowed to compete unless **Dressage SA's** Representative gives his/her approval or unless otherwise expressly provided in the Veterinary Regulations. Only in exceptional circumstances may a horse without a passport be allowed to compete.
- 9.17.8. An Organising Committee may choose to prevent any horse without a valid passport and/or up to date inoculations from entering the premises of the event. This must be published in the schedule, or, under warranted situations, be approved by **Dressage SA** President/Chair without prior notification to the competitors.

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- 9.17.9. Fines for passport omissions or inaccuracies and/or inoculations not up to date are set out in Appendix GR/A.

## **SECTION 10: DISCIPLINARY DISPUTE RESOLUTION (DDR): PROTOCOL AND PROCEDURE**

- 10.1. These protocols will be used by **Dressage SA**. Appeals against any decisions where relevant can be escalated to the SAEF, or the SAEF may choose to institute disciplinary action in addition to any action taken by should it deem necessary.
- 10.2. PROTOCOL AND AIM:
- 10.2.1. To ensure that any allegations of breaching or contravening any rules and/or regulations and in general, any conduct adversely affecting the welfare of animals, officials and all members are fairly and properly investigated, determined and prosecuted if necessary without any unreasonable delays.
- 10.2.2. To take disciplinary action against any entity or member who:
- 10.2.2.1. has infringed the Constitution or disobeyed any rules of the SAEF, Provinces, Discipline Associations and Clubs
  - 10.2.2.2. ``or who has, in the opinion of **Dressage SA** acted in any way derogatory to the character or prejudicial to the interest of **Dressage SA** or any of its members;
  - 10.2.2.3. has by his/her act or omission, brought actual or potential dishonor upon **Dressage SA** and any of its members or who have been guilty of conduct to the actual or potential prejudice of the objectives of **Dressage SA** and/or any of its entities and members;
  - 10.2.2.4. has willfully or for personal gain or advantage, given incorrect information to **Dressage SA**, any of its entities or members or to judges or officials at shows, or is guilty of an offence under the NSRA (National Sport and Recreation Act), Act 110 of 1998 as and when amended;
  - 10.2.2.5. To take such steps as it may deem necessary to ensure a high standard of discipline amongst members of **Dressage SA** in their behavior to each other, officials and members of the public and also to deal with unbecoming conduct towards persons and animals;
  - 10.2.2.6. Generally, to do all such things that are necessary for the welfare of **Dressage SA** and in the conduct of its affairs, provided always that any action taken, or instructions given shall not be contradictory to the good name and reputation of **Dressage SA** including its Constitution and/or General Rules;
  - 10.2.2.7. No member of **Dressage SA** may act unilaterally and in bad faith on any matter without a resolution from his/her relevant Council;
- 10.2.3. To ensure that all persons appearing before the Tribunal facing any allegations of misconduct are afforded respect, reasonable assistance and procedural fairness towards the rules of natural justice.

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10.2.4. To ensure that **Dressage SA** is not brought into disrepute and /or disrespect.

10.3. PROCEDURE

10.3.1. Any member who is charged with misconduct will receive a Notice to appear at a hearing before a Tribunal on a date and time. The Tribunal will consist of a Chairperson and two other members to be appointed. (see Sample Letter Appendix GR/L

10.4. TRIBUNAL

10.4.1. The Chairperson's primary role is to ensure that the hearing is conducted in an orderly and procedurally fair manner to the person facing allegations of misconduct.

10.4.2. The Chairperson also ensures that the hearing is conducted pursuant to any disciplinary directives and/or By-Laws, if any.

10.4.3. Prior to the hearing commencing the Chairperson will bring to the attention of each of the members of the Tribunal the provisions of any By-Laws and satisfy himself/herself that each member can sit on the hearing. He/she will satisfy himself/herself by requiring each member to state that they are not disqualified from sitting on the Tribunal under the said clauses or for any other appropriate reason.

10.4.4. The Chairperson informs the Tribunal about the standard of proof required to satisfy a finding of "offence proved". That standard is "the balance of probabilities". The Chairperson will also tell the Tribunal that at the conclusion of the hearing the Tribunal will reach a verdict which will be decided on a balance of probabilities.

10.4.5. The Chairperson must satisfy himself/herself that no member of the Tribunal has received any document, which outlines any of the evidence to be relied upon by SAEF in the hearing. The Tribunal should be learning of the detail of the alleged offence for the first time during the hearing. This eliminates any suggestion of prejudging the matter.

10.5. PROCEDURE AT THE HEARING:

10.5.1. The Chairperson brings the hearing to order and introduces the members of the Tribunal.

10.5.2. The Chairperson asks the representative of SAEF to identify him/herself and any other person in the room.

10.5.3. The Chairperson makes sure that there are no witnesses for **Dressage SA** or the person before the Tribunal present in the room until after such persons have given their evidence.

10.5.4. Within the sole discretion of the Tribunal, any members or public may be present at the hearing, provided they conduct themselves in an orderly manner. It is the role of the Chairperson to control the conduct of persons at the hearing regardless of whether they be directly involved or spectators.

10.5.5. The Chairperson informs those present and each witness as they present themselves to the committee that the proceedings are to be recorded.

10.5.6. If the "person before the committee" was not present when the proceedings first commenced then the Chairperson ensures that when the person is present they are

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formerly introduced to the Tribunal and the initiator (representative) conducting the proceedings on behalf the complainant entity of **Dressage SA**.

- 10.5.7. The Chairperson then confirms that the person before the committee has received all the relevant documents which was issued to secure his presence and all relevant charges.
- 10.5.8. The Chairperson ensures that the person understands how the proceedings will be conducted and understands same.
- 10.5.9. Having ascertained that the person has received all the relevant material from, the Chairperson asks the appointed prosecutor or representative to read out the offence(s) alleged.
- 10.5.10. The Chairperson then asks the person whether they admit or deny the offence.
- 10.5.11. If a plea of guilty is presented then the Chairperson will ask ample questions to satisfy himself of the guilt. Should he be satisfied, he may convict and proceed with the penalty proceedings. Should charges only be partially admitted, then in that instance the prosecutor (initiator or representative) may accept those admitted and stay the others or proceed on the ones not admitted.
- 10.5.12. If the person pleads not guilty then the Chairperson asks **Dressage SA**'s representative to his first witness.
- 10.5.13. The witnesses must be asked to affirm that their evidence will be true and correct.
- 10.5.14. The initiator (representative) then elicits the evidence from the witness orally and tenders any certificates or other relevant documents that can be identified by the witness. It is important that the document tendered is not inappropriate. That is, that it does not contain hearsay.
- 10.5.15. The Chairperson and **Dressage SA**'s Representative should ensure that the evidence given by the Witnesses are material that was directly seen or directly heard by the witness. (i.e. not hearsay unless it is not an issue or there are exceptional circumstances).
- 10.5.16. The Chairperson advises the person that he or she is entitled to ask any questions at the conclusion of the questions asked by the SAEF Representative. The Chairperson ensures that the person has had every opportunity to ask any question that is relevant and fair. The Chairperson should be prepared to assist the person to frame a question if assistance is required. The Chairperson has to balance time constraints and fairness in rendering any assistance.
- 10.5.17. The Chairperson should ensure that the Tribunal does not question a witness until the person has exhausted the questioning process first.
- 10.5.18. The Chairperson ensures that the Tribunal only asks questions to clarify areas of the evidence, which have not been understood by them.
- 10.5.19. This process is then repeated until all of the initiator (representative) witnesses have completed their evidence.
- 10.5.20. The Chairperson then asks the Person if he or she wishes to give evidence and/or to call witnesses.

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- 10.5.21. The charged person and his witnesses then give their evidence. The person may give evidence orally and/or by document. His witnesses may give their evidence orally or by document. The person should be told however, that unless the witnesses give their evidence after having taken an affirmation or unless the statements to be tendered are affirmed, the Tribunal may not give them the same weight as the affirmed evidence of the initiator's (representative's) witnesses.
- 10.5.22. If the witnesses appear in person then the person can ask those questions. The witnesses should be asked if they are prepared to take an affirmation prior to giving evidence. Again the Chairperson may assist in the formulation of questions in order to attend to expedition of the hearing and also fairness. The initiator (representative) may also ask or put questions to the charged the person's witnesses.
- 10.5.23. The Chairperson allows the Tribunal to ask questions at the conclusion of everyone else. At the conclusion of the Tribunal's questions the charged person and the initiator (representative) are asked if there are any further questions they wish to ask arising out of the Tribunal's questions.
- 10.5.24. At the conclusion of all of the evidence the initiator (representative) is asked to sum up and make submissions about findings which the tribunal should make.
- 10.5.25. At the conclusion of the initiator's (representative's) address the charged person is asked to make submissions about whether the offence should be found to be proved.
- 10.5.26. All persons present are then asked to leave the room so that the Tribunal may deliberate. When the Tribunal is ready the hearing is re-convened and the determination of the Tribunal on the question of whether the offence or offences have been established is given.
- 10.5.27. If the decision is that the charged person is guilty of any offence(s) then he/she is asked to address the Tribunal on penalty and place all relevant mitigating circumstances before them if he/she so wishes to be taken into account for penalty purposes. This may include the calling of witnesses or resent documents as set out herein above, if they so wish.
- 10.5.28. The initiator (representative) is then given the opportunity to address the Tribunal on penalty in the same fashion as the charged person was given and may also present documents or call witnesses in aggravation of the penalty.
- 10.5.29. The charged person may rebut and reply if he /she so wishes. The Tribunal may reserve their announcement of the penalty or deliberate as aforementioned and announce the penalty or sentence.
- 10.5.30. The now convicted and sentenced (punished) person, must be advised of his rights to Appeal, with special reference to the applicable time constraints. The penalty must be explained and determined if understood properly. Directives must also be given how to comply with the sentence especially if there are time frames applicable whether an Appeal noted or not.