



TECHNICAL DELEGATE



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Dressage Technical Delegate



Show Manager and Technical Delegate



Dressage Technical Delegate Training

Based on USEF Rules Effective 1 Dec 2009



What is a TD?



- **A dressage TD is a USDF licensed official required and hired for all USEF licensed / USDF recognized dressage shows.**
- **A TD is not required for schooling shows.**
- **It is a paid position – the fee is paid by show management.**
- **To obtain a TD license, the person must complete a rigorous training and testing process.**
- **To maintain a TD license, the person must officiate at shows, take required continuing education courses, and take an exam every 3 years.**



USDF DRESSAGE PROTOCOL

Technical Delegate



- The USEF dressage technical delegate (TD) wears three hats:
 - The TD is the **official representative of USEF** on the competition grounds. It is the TD's duty to see that all USEF rules are followed.
 - The TD is an **advisor to competition management**.
 - The TD is an **advisor to competitors**. If you have a question about a rule, don't be afraid to ask.
- As an advisor, the TD informs management and competitors of rule infractions and interprets the rules when applying them to particular situations that may arise.
- The TD is not a judge or a jury, but an observer and impartial advisor. If you have questions about USEF rules or conduct at a dressage competition, contact your technical delegate. TDs are trained to be vigilant about serious rule violations, and can, should they deem necessary, file charges against management, officials, and competitors.
- Formal USEF protests can be confusing. If you wish to file a protest, always consult the TD, who will advise you of what can be protested and how to go about it. For example, a violation of the rules by a judge can be protested; the judge's opinion cannot.
- You must report to the show management and the TD any suspected rule violation, unsportsmanlike conduct, or animal cruelty. Do your part to keep dressage competitions friendly and fair.



TECHNICAL DELEGATE

Classifications



- **There are two classifications of Technical Delegate (DR125):**
 - **Registered (R) Technical Delegate:**
 - **Must officiate at Level 4 and Level 5 Dressage Competitions.**
 - **Recorded (r) Technical Delegate:**
 - **May officiate alone at Levels 1-3 Dressage Competitions.**
 - **May officiate as the assistant to the Registered Technical Delegate(s) at Level 4 and Level 5 Dressage Competitions.**

Type of TD	May Officiate At:
Registered (R) TD	<ul style="list-style-type: none">• All levels of dressage competitions• Required for Levels 4 and 5
Recorded (r) TD	<ul style="list-style-type: none">• Levels 1, 2, and 3 dressage competitions• May assist R TD at Levels 4 and 5



TECHNICAL DELEGATE DUTIES



Summary

1. Protect the interests of exhibitors, judges and competition management.
2. Investigate and act upon any alleged rule violations without waiting for a protest.
3. Report to the show committee any misrepresentation or substitution of an entry.
4. Ascertain that all judges are qualified for the divisions assigned.
5. Measure any pony entered in a pony restricted class (FEI Pony Riders Class) that does not hold a permanent measurement card. The judge or competition vet must assist. The TD is responsible for the proper procedure and paperwork to be submitted to USEF.
6. Report any offense or violation to the show committee and prefer charges if necessary; however, the TD has no authority with the management or the judging at a licensed competition
7. Furnish a complete report as to the conduct of the competition to the USEF, which includes footing, scoring, stabling, warm-up, all paperwork, judging, scheduling, and even the weather.
8. Collect medication reports and review all the secretary's paperwork, including all required signatures. Foreign competitors must show membership in good standing in their own country or join USEF.
9. Inspect the arenas and stabling to satisfy him/herself that all is in compliance with USEF rules. In a diplomatic manner, the TD must point out any instance where USEF rules are not enforced.
10. Ensure the welfare of the horses at the competition and report any infractions to the show committee.
11. Keep him/herself available to judges, exhibitors, and management at all times to clarify the application of USEF rules and investigate any situation where the rules are not upheld. This includes issuance of warning cards.



USEF General Rules (GR) for Technical Delegates



USEF General Rules for TDs

Ch. 1 – Definitions & Governance



SUBCHAPTER 1-A DEFINITIONS

GR112 Competition Officials.

Includes and refers to the following persons: Directors, Officers, Chairman of the Show Committee, Manager, Secretary, Judges, Stewards, **Technical Delegates**, Veterinarians, and Course Designers.

SUBCHAPTER 1-B ADOPTION AND AMENDMENT OF FEDERATION RULES

GR149 Rules.

2. The rules of the Federation take precedence over the rules of any other Association. (Exception: See GR915.3.) All divisions and sections for which rules are provided herein must be conducted accordingly and cannot be held under rules that are not in agreement.

d. At FEI Sanctioned Competitions which include no national classes, a licensee is not required to have a Federation steward or **technical delegate**. (Exception: FEI Sanctioned Jumper competitions licensed by the Federation must have a Federation steward.)



USEF General Rules for TDs

Ch. 4 – Drugs and Medications



CHAPTER 4 - DRUGS AND MEDICATIONS

GR411 Conditions For Therapeutic Administrations of Forbidden Substances.

1. A horse and/or pony exhibiting at a Licensed Competition pursuant to the Therapeutic Substance Provisions that receives any medication which contains a forbidden substance is not eligible for competition unless all of the following requirements have been met and the facts are furnished in writing on a timely-submitted official Equine Drugs and Medications Report Form:

- i. Equine Drugs and Medications Report Form filed with the Steward/**Technical Delegate** or Designated Competition Office Representative within one hour after administration or one hour after the Steward/**Technical Delegate** or Designated Competition Office Representative returns to duty if administration is at a time other than during competition hours.
- j. The Steward, **Technical Delegate**, or Designated Competition Office Representative must sign and record the time of receipt on the Equine Drugs and Medications Report Form.

NOTE: The official Equine Drugs and Medications Report Form is available from the officiating Steward/**Technical Delegate** and/or Competition Secretary. All required information must be included when filing a report. Failure to satisfy and follow all the requirements of this Rule and to supply all of the information required by such Equine Drugs and Medications Report Form is a violation of the rules. The Steward/**Technical Delegate** must report any known violations of this Rule to the Federation for such further action as may be deemed appropriate.



USEF General Rules for TDs

Ch. 5 – Measurement Appeal



GR515 Procedures.

4. The measurement must be performed by at least two persons appointed by the Federation which shall include one veterinarian who is a member of the American Association of Equine Practitioners and one Registered steward or **Technical Delegate**, as permitted by division rules. The officials whose measurement is being appealed cannot be part of the team conducting the measurement appeal.



USEF General Rules for TDs



Ch. 6 – Protests, Charges, Athlete Grievances, Hearings, Administrative Penalties And Plea Agreements

SUBCHAPTER 6-A FILING AND CONTENTS OF PROTESTS, CHARGES AND ATHLETE GRIEVANCES.

GR602 Contents, etc.

2. A protest or charge against a Licensed Competition must be referred to the Federation by the steward, **technical delegate**, Show Committee, competition manager or competition secretary.
3. Protests or charges that a steward or **technical delegate** has failed to attend the competition, perform his duties, or has otherwise violated the Rules; or that a judge has failed to conduct a class in accordance with the specifications or has otherwise violated the Rules are made in accordance with GR603-605. Such protests or charges must be referred to the Federation. In the event the accused is found guilty, he or she may be subject to any of the penalties under GR703 and notification of any penalty imposed will be published in *equestrian*.

GR603 Protests.

1. Any rider, driver, handler, vaulter, longeur, exhibitor, owner, agent, trainer or the parent of a junior exhibitor, or any Life, Senior, or Junior member present at the competition may file a protest with the Show Committee of a Licensed Competition or The Federation Hearing Committee alleging violation of any Federation rule(s). The protest must contain all information as specified in GR602.1 and must be:
 - e. received by the steward, **technical delegate**, a member of the Show Committee, the competition manager or the competition secretary within 48 hours of the alleged violation. If made directly to the Hearing Committee, the protest must be received at the Federation office by the tenth business day following the last recognized day of the competition, or by the tenth business day following the date on which the alleged violation occurred if it occurred other than at a Licensed Competition.



USEF General Rules for TDs



Ch. 6 – Protests, Charges, Athlete Grievances, Hearings, Administrative Penalties And Plea Agreements, cont'd.

GR604 Charges.

1. Any official of a USEF Licensed Competition, any Federation Representative assigned to a USEF licensed competition, any National Officer of the Federation or the CEO or Executive Director of the Federation may file a charge with the Show Committee or the USEF Hearing Committee alleging a violation of any Federation rule(s). The CEO or Executive Director may, but is not required to, consult with any or all of the Federation Officers prior to determining whether or not charges should be filed in any case.
2. A charge must be:
 - a. in writing,
 - b. signed by the person making the charge,
 - c. addressed to the secretary of the competition at which the alleged violation occurred, or to the Hearing Committee and
 - d. if made to a Show Committee it must be received by the steward, **technical delegate** or a member of the Show Committee within 48 hours of the alleged violation. If made to the Hearing Committee it must be received by the Federation within a reasonable time.



USEF General Rules for TDs

Ch. 7 – Violations and Penalties



SUBCHAPTER 7-A INDIVIDUALS.

GR702 Violations.

1. A violation is any act prejudicial to the best interests of the Federation, including but not limited to the following:
 - e. Any act committed or remark made in connection with the competition considered offensive and/or made with the intent to influence or cast aspersions on the character or integrity of the licensed officials, approaching a judge before or after a decision without first obtaining permission from the show committee or steward/**technical delegate**, inspecting a judge's card without the judge's permission, or public verbal abuse of competition officials.

GR703 Penalties.

1. If found guilty, the accused will be subject to such penalty as the Hearing Committee, or other individuals with authority to assess penalties may determine, including but not limited to the following. The penalties set forth below will be published in *equestrian magazine*.
 - h. SUSPENSION from office as steward, **technical delegate**, judge, course designer or competition official.
 - i. REVOCATION of judge's, steward's, **technical delegate's** or course designer's license.

SUBCHAPTER 7-B LICENSED COMPETITIONS.

GR706 Violations.

1. Any competition licensed or endorsed by the Federation is subject to penalty by the Hearing Committee or other individuals with authority to assess penalties for violation of the rules. Violations include, but are not limited to, the following. All penalties will be published in *equestrian magazine*.
 - i. The use of stewards, **technical delegates**, or where required, course designers who are not Federation licensed.
 - j. The listing of a judge, steward, **technical delegate** or course designer in the prize list or catalogue before the invitation to serve has been accepted in writing by such licensed official.



USEF General Rules for TDs

Ch. 8 – Conduct of Licensed Competitions



SUBCHAPTER 8-F WELFARE OF THE HORSE.

GR839 Cruelty to and Abuse of a Horse.

5. Any action(s) against a horse by a competitor or an exhibitor, which are deemed excessive by a judge, Federation steward, **technical delegate** or competition veterinarian, in the competition ring or anywhere on the competition grounds may be punished by official warning, elimination, or other sanctions which may be deemed appropriate by the Show Committee. Such action(s) could include, but are not limited to excessive use of the whip, spurs, or bamboo poles. Competitors and exhibitors have the right to contest any action taken pursuant to GR839.5 by filing a protest or grievance pursuant to Chapter 6 of the Rules for hearing and determination by the Hearing Committee.



USEF General Rules for TDs

Ch. 9 – Competition Prize Lists and Entries



UBCHAPTER 9-A PRIZE LISTS.

GR901 Requirements.

See GR1212 for procedures regarding submitting prize lists to the Federation office. The prize list of every Licensed Competition must contain the following:

4. Names of the officiating judges with the division(s) in which they will adjudicate and the names of the Federation stewards or **technical delegates**, provided they have accepted to serve. (See GR706.1.j) Both division and sections to be adjudicated must be listed for breed division judges, provided they have accepted to serve. (See GR 706.1.j)



USEF General Rules for TDs

Ch. 10 – Licensed Officials



SUBCHAPTER 10-A LICENSED OFFICIALS' COMMITTEE

GR1001 Duties.

The Licensed Officials' Committee will act upon every completed application for enrollment, annual renewal, promotion, recommendation to the FEI, and change of status of judges, course designers, stewards and **technical delegates**. The Committee will issue an official's card to each approved applicant. Cards are valid for the current competition year only.

SUBCHAPTER 10-E CLASSIFICATIONS - TECHNICAL DELEGATES

GR1017 General.

1. Licensed **technical delegates** are licensed by the Licensed Officials Committee as Registered or recorded in **Dressage**, Eventing, Vaulting, Carriage Pleasure Driving, and Combined Driving.
2. Only **licensed technical delegates** in good standing may officiate at **Licensed** Eventing, Driving or **Dressage** Competitions.

GR1018 Registered Technical Delegates - Eventing and Dressage.

2. A **Recorded [r] Dressage Technical Delegate** may officiate as the assistant to the **Registered [R] Technical Delegate(s)** at Level 4 and Level 5 Dressage Competitions, and may officiate alone at Levels 1-3 Dressage Competitions. A **Registered [R] Dressage Technical Delegate** may officiate alone at USEF/USDF Championships, Federation Developing Program Championships, and USEF High Performance Championships, qualifying and selection trials and observation classes, at any Dressage Competition level or in the Dressage division or section at Regular or Local Competitions. (See GR1211.3a and .f). *EC 9/21/09 Effective 12/1/09*
3. Only **Dressage Technical Delegates** who are current Participating Members of the United States Dressage Federation may officiate at USEF/USDF Regional Dressage Championships.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-E CLASSIFICATIONS - TECHNICAL DELEGATES, cont'd.

GR1019 Recorded Technical Delegates - Eventing and Dressage.

2. A **Recorded [r] Dressage Technical Delegate** may officiate as the assistant to the **Registered [R] Technical Delegate(s)** at Level 4 and Level 5 Dressage Competitions, and may officiate alone at Levels 1-3 Dressage Competitions. A **Recorded [r] Dressage Technical Delegate** may not officiate alone at USEF/USDF Championships, Federation Developing Program Championships, and USEF High Performance Championships, qualifying and selection trials and observation classes, but may officiate as the assistant to the **Registered [R] Technical Delegate** for these competitions or classes. A **Recorded [r] Dressage Technical Delegate** may officiate alone in the Dressage division or section at Regular or Local Competitions. (See GR1211.3a and .f). *EC 9/21/09 Effective 12/1/09*

3. Only **Dressage Technical Delegates** who are current Participating Members of the United States Dressage Federation may officiate at USEF/USDF Regional Dressage Championships.

SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS

GR1033 General.

1. Failure of an official to attend a competition to which he is committed, to perform his duties in accordance with the rules, or to officiate in the classes to which he is assigned shall constitute cause for disciplinary action as provided for in Chapters 6 and 7, except in cases of extreme emergency.
2. Any official found guilty of cruelty to a horse or to have killed, abandoned, mistreated, neglected or otherwise abused a horse, by an administrative agency, body, humane society or court of law, whether such court or tribunal is civil, criminal or administrative may have his license(s) revoked.
3. No official is to be housed in a private home unless he has agreed before the competition.
4. In the event that an official officiates at a competition where he is ineligible, the official may be penalized as described in GR703.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1035 Stewards and Technical Delegates.

1. Except in Hawaii, no steward or **technical delegate** may officiate for more than two consecutive years at the same competition or at more than two consecutive competitions run by the same governing body, Board of Directors or Licensee. When three stewards are officiating, one steward will not be subject to these restrictions and will be eligible to serve as steward for a fourth consecutive competition run by the same governing body, Board of Directors or Licensee.
2. A steward or **technical delegate** should clearly understand that he has no authority in connection with the management or the judging of a competition but should point out in a diplomatic manner any instance where Federation rules are not enforced. He should immediately report to the appropriate officials any violations of the rules which might invalidate a class; should keep himself available to judges, exhibitors and management at all times to clarify the application of Federation rules and investigate any situation where the rules are not upheld.
3. The other duties of a Licensed steward and **technical delegate** shall be but are not limited to, the following:
 - a. To protect the interests of exhibitors, judges and Competition Management.
 - b. To investigate and act upon any alleged rule violations without waiting for a protest.
 - c. To report to the Show Committee any misrepresentation or substitution of entry without waiting for a protest.
 - d. To ascertain that all judges either are licensed in divisions to which assigned or that the competition has a Guest or Special card for the judge for the divisions not covered by his license.
 - e. To supervise and record time-out, if time-outs are permitted by division rules, in the event of a horse casting a shoe or breakage of equipment, if an official timer or judge is not available as provided for in GR833.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1035 Stewards and Technical Delegates, cont'd.

f. To measure all animals required to be measured as provided for in Chapter 5, Chapter DR (DR134) and Chapter HU, HU168-HU179, and if necessary return Measurement cards to the Federation.

(1) **Registered (R) Dressage Technical Delegates** must have attended a Federation Dressage/DSHB Pony Measurement Certification clinic where certification testing to measure ponies for dressage or DSHB is conducted. **Recorded (r) Dressage Technical Delegates** must attend a Federation Dressage/DSHB Pony Measurement Certification clinic prior to January 1, 2011 where certification testing to measure ponies for dressage or DSHB is conducted. Refer to GR1051 and DR134 for additional measurement certification requirements.

(2) Only a **USEF-certified Dressage Technical Delegate**, working with the Competition Veterinarian, is eligible to conduct Dressage/DSHB pony measurements. *EC 9/21/09 Effective 12/1/09*

g. Stewards and **Technical Delegates** are responsible for ensuring that measurements are conducted in accordance with the rules and that all required paperwork is completed in a legible manner. Offenders could be subject to a fine or administrative penalty at the discretion of the Executive Director.

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t. To report to the Federation details of injuries relating to both humans and equines on the official Accident/Injury Report form provided by the Federation. In the event of a fatality, the Federation or weekend on-call number must be notified as soon as possible but not later than 24 hours after the incident.

u. To submit to the Federation a copy of the competition's accident preparedness plan, along with his/her steward or **technical delegate** report as provided for in GR1211.5.

4. No Steward or **Technical Delegate** may officiate at more than one competition at the same time.

5. Stewards and **technical delegates** must retain copies of steward/**technical delegate** report forms, and supporting documentation, for a period of three years.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1036 Special Duties of a Technical Delegate.

1. In addition to the responsibilities of a steward listed in GR1035, the powers, duties and responsibilities of a **technical delegate** are as follows:

- a. To inspect the courses and arenas to satisfy himself that the technical details are in accordance with the rules and regulations.
- b. To satisfy himself, in addition, that the course is fair, at the standard of the level offered and that knowledge of local conditions does not play any part.
- d. To protect the interests of competitors, judges and the event or competition organizers.
- e. To report on the competition, including a record of all disputes and how adjudicated.
- f. To instruct the Organizing Committee to make any alterations to the course or arena or to any technical detail associated with the conduct of the competition which he considers necessary.
- g. To help the Ground Jury to supervise the technical conduct of the competition after he has indicated to the President of the Ground Jury that he is satisfied with the arrangements.
- h. To satisfy himself that the accommodations for horses, feeding, training areas, etc. are suitable in all respects. The **technical delegate** must commence his duties early enough to deal with these matters.
- i. At **Dressage Competitions**, to observe and report that management and competitors are in compliance with all Dressage Division regulations regarding USEF/USDF Qualifying and Championship classes, Federation Junior Team Championships, and USEF Championships, qualifying and selection trials and observation classes.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1037 Warning Card - Stewards and Technical Delegates.

1. A Warning Card may be issued by a Steward, **Technical Delegate**, Federation Representative, or Competition Official working in any of these capacities at the competition to any competitor, spectator or participant for improper conduct, or for noncompliance with the rules, provided the issuer considers the conduct not severe enough to cause the issuer to file formal Charges pursuant to GR604.
2. To issue a Warning Card, a Steward, **Technical Delegate**, Federation Representative, or Competition Official must complete and sign the Warning Card after conferring with at least one official working at the competition and if possible, obtaining the name of at least one witness to the alleged behavior or incident. A copy of the signed Warning Card must be given to the alleged offender at the competition. The warning card must then be sent to the Federation with the Steward's/**Technical Delegate's** Report Form or Federation Representative's Report Form and noted therein.
3. Upon receipt of the Form, The Federation will send an acknowledgment of its receipt of the Form to the alleged offender advising of the provisions of this Rule.
4. The issuance of a Warning Card is not meant to replace the filing of charges for a willful and serious violation of Federation rules, and shall not prevent the Executive Director from investigating the matter and filing a formal Charge pursuant to this rule and GR604 or from issuing an Administrative Penalty against an individual pursuant to GR616.
5. Within 60 days following the receipt by the Federation of a third Report Form indicating that a competitor, spectator, or participant has been issued three (3) Warning Cards within a twelve (12) month period the Executive Director has the option of either levying a fine of \$500 or issuing a formal Charge pursuant to this Rule and GR604 alleging that the rules have been violated on all or any one of said three occasions pursuant to Chapter 6 of the Rules. If the alleged offender is found in violation of any or all of said violations they may be subject to the penalties set forth in Chapter 7 of the Rules.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1039 Conflicts of Interest and Restrictions - Stewards and Technical Delegates. (See also GR107 and GR1304)

1. The following persons at a given competition are ineligible to serve as stewards and **technical delegates**: the president, chairman, other Show Committee officers, competition secretary, manager or other competition officials or employees, judges or exhibitors at that competition.
2. No steward or **technical delegate** may officiate in any competition in which any member of his family or any of his clients is judging.
3. No steward or **technical delegate** may officiate at a competition if he or any member of his family has any relationship with the competition which constitutes a conflict of interest with the steward's or **technical delegate's** duties under these rules.
4. No member of a steward's or **technical delegate's** family, nor any of the steward's or **technical delegate's** clients, may take part as a trainer, coach, lessor, lessee, exhibitor, rider, driver, handler or vaulter at a competition where the steward or **technical delegate** is officiating, including unrated classes.
5. In addition to the above restrictions, the following persons may not serve as the **technical delegate** at an Eventing Competition, Vaulting Competition or **Dressage competition**: *BOD 1/18/09 Effective 12/1/09*
 - a. A close relative of a competitor or owner of a horse entered in the competition.
 - b. Chefs d'Equipe whose teams are entered in the competition.
 - c. Instructors or trainers of competitors entered in the competition.
 - d. A member of the Ground Jury, the course designer, a Dressage or Jumping judge at the event.
 - e. The Director (Manager) of the competition or a member of the Director's family.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-H REGULATIONS GOVERNING OFFICIALS, cont'd.

GR1039 Conflicts of Interest and Restrictions - Stewards and Technical Delegates, cont'd.

6. Stewards and **technical delegates** are not to be used as a ringmaster, announcer, timer or Judge, or in any other position not related to his proper duties at Licensed Competitions where they are officiating.
 - a. A Category 1 or Combined Category Steward officiating at a Category 1 competition may not serve in any other position as an official, staff member or volunteer any time during the competition days of a Licensed Competition where he/she is officiating as a Steward. (Exception: after a Steward has entirely completed his/her duties at a Licensed Competition, he/she may serve in another capacity; if a judge, then jumpers only.)
 - b. A Category 2 or Combined Category officiating at a Category 2 competition, or **Technical Delegate** at any Licensed Competition may not serve as ringmaster, announcer, timer, or Judge, or in any other position not related to his/her proper duties at Licensed Competitions where he/she is officiating. (Exception: after a Steward/**Technical Delegate** has entirely completed his/her duties at a Licensed Competition, he/she may serve in another capacity.)
7. During the course of a competition, no steward or **technical delegate** may be the houseguest of a person who is exhibiting, or whose family is exhibiting, at the same competition.
8. A member of a manager's family may not officiate as a judge, steward, or **technical delegate** at said manager's competition.
9. A steward or **technical delegate** cannot own or operate any business (i.e. tack shop, braiding business, etc.) at the same competition where he/she is officiating.
10. No Steward or **Technical Delegate** who is presently receiving, or has received within the past 30 days, any form of compensation from a competition management firm for services other than as a USEF licensed official or schooling supervisor, may officiate at any of said management's competitions.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-I LICENSE APPLICATIONS, ENROLLMENT, PROMOTION, AND MAINTENANCE.

GR1040 General.

3. It is the responsibility of the licensed official to accomplish all necessary requirements for maintaining their license. The Federation is not required to provide notices of time periods within which requirements must be fulfilled.

GR1051 Dressage Technical Delegates.

1. No application will be considered unless and until fifteen forms with an evaluation of the applicant per division are returned from members of the Federation, 12 of which must be from the current roster of Dressage judges or **technical delegates** or current members of the Federation Dressage Committee.
2. Applicants to become a Dressage **technical delegate** must complete the current training program of the Federation Dressage Committee. The program must also be approved by the Federation Licensed Officials' Committee. Information on the application procedure and on the current program is available from the Federation office.
3. All **technical delegates** must attend a Federation **technical delegates** clinic at least once every three years.
4. In order to maintain his/her license, a Registered (R) Dressage **Technical Delegate** must have attended a Federation Dressage/DSHB Pony Measurement Certification clinic where certification testing to measure ponies for dressage or DSHB is conducted. Recorded (r) Dressage **Technical Delegates** must attend a Federation Dressage/DSHB Pony Measurement Certification clinic prior to January 1, 2011 where certification testing to measure ponies for dressage or DSHB is conducted.
5. Federation Dressage/DSHB Pony Measurement Certification clinics must include a live measurement evaluation (including a practical and written examination), which must be passed with a minimum score in each section of 75% or better. In addition, in order to obtain a passing score in the practical examination, the person being evaluated must receive scores of "5" or above in every category.



USEF General Rules for TDs

Ch. 10 – Licensed Officials, cont'd.



SUBCHAPTER 10-I LICENSE APPLICATIONS, ENROLLMENT, PROMOTION, AND MAINTENANCE, cont'd.

GR1051 Dressage Technical Delegates, cont'd.

6. Once measurement certification is required, a Dressage **Technical Delegate** who fails the measurement certification examination will not have his/her license renewed the next membership year and will have to attend another clinic and pass the measurement evaluation before applying to have his/her license reinstated at his/her original status.
7. All **technical delegates** must take a **technical delegates'** examination once every three years and must receive a mark of 85% or better before their license is renewed.
8. The Committee will require those **technical delegates** who do not officiate at a minimum of three Licensed Competitions within three years after obtaining a license or any three-year period thereafter, to re-apply for a license.
9. A Registered (R) or Recorded (r) Dressage **Technical Delegate** must be a current member in good standing of the United States Dressage Federation (USDF).



USEF General Rules for TDs



Ch. 12 – Competition Officials, Employees, & Volunteers

SUBCHAPTER 12-A COMPETITION OFFICIALS.

GR1202 Manager.

4. A manager cannot serve as judge, steward or **technical delegate** of his own competition. A member of a manager's family cannot officiate as judge, steward or **technical delegate** at said manager's competition.

GR1204 Veterinarian.

8. It is the duty of the veterinarian to assist the steward/**technical delegate** in the measurement of any animal requiring measurement in accordance with the rules of the Federation. (See Chapter 5, Chapter HU, HU170-HU178).

GR1207 Designated Competition Office Representative.

1. A Designated Competition Office Representative need not be appointed at all competitions. It is at the discretion of the Steward/**Technical Delegate** to appoint one if the circumstances so require. Some examples that may require the Steward/**Technical Delegate** to appoint a Designated Competition Office Representative are:

- a. Large competition grounds or eventing courses that may cause an extraordinary amount of time to reach the competition office.
- b. Many arenas that require the Steward's/**Technical Delegate's** attention.
- c. Special classes that require the Steward/**Technical Delegate** to remain at the schooling area.
- d. A large number of entries at the competition, which may cause many trips to the competition office for collection of the Drugs and Medications Report Form.

2. Further the Designated Competition Office Representative must be a Federation Senior Member and an office staff person mutually agreed upon by the Competition Management and Competition Steward/**Technical Delegate**.

3. The Designated Competition Office Representative will be responsible to collect, date, sign, and issue receipt for all the Medication Report Forms submitted. Additionally, all Medication Report Forms are to be given to the Steward/**Technical Delegate** on a daily basis. It is the Steward's/**Technical Delegate's** sole responsibility to inspect, sign and return all the Medications Report Forms to the Federation office.



USEF General Rules for TDs



Ch. 12 – Competition Officials, Employees, & Volunteers, cont'd.

SUBCHAPTER 12-C DUTIES OF COMPETITION MANAGEMENT IN GENERAL.

GR1211 Appointment of Officials and Employees.

1. Obtain the necessary Special, and Guest cards for judges, course designers, stewards and **technical delegates**.
3. Stewards/Technical Delegates.
 - a. Appoint and identify in the prize list and catalogue one or more licensed Federation Stewards licensed to officiate in the divisions and sections for which the competition is approved who shall be present at each session of the competition. A **technical delegate** must be appointed for Eventing Competitions, **Dressage Competitions** and Regular and Local Competitions offering “open” **Dressage Division** classes (i.e., classes which are not limited to certain breeds) or classes above Third Level. (Exception: A Category 2 or Combined Category steward may officiate through Fourth Level in the Andalusian, Arabian, Friesian, Morgan or other breed-restricted Divisions at regular or local competitions, only if classes are not part of an “open” Dressage Division.) If required to officiate, a **Dressage Technical Delegate** must be present and officiate for all Dressage classes held on the day(s) which he/she is in attendance. If no other classes except Dressage are held on a licensed day of a breed-restricted regular or local competition, a steward does not need to be present in addition to the **Dressage Technical Delegate**.
 - b. If a competition finds it necessary to substitute a steward or **technical delegate** for one who is officially designated in the prize list and/or catalogue and who is unable to serve due to circumstances beyond his control, the restrictions of GR1304.14 and/or GR1304.21 shall be non-effective.
 - f. For each competition day that a **Dressage Competition** schedules 300 or more rides (including Dressage and DSHB entries), the competition must have at least two **Dressage Technical Delegates** on duty. When only one competition ring is in session, only one **Dressage Technical Delegate** need be present on the grounds. Dressage Competitions holding both a national competition and a CDI must have a separate Dressage **Technical Delegate** in addition to the FEI Chief Dressage Steward.
 - g. At all competitions using more than one competition ring, management must provide a hand-held communication device (i.e. walkie-talkie or cell phone) to at least one steward or **technical delegate**.



USEF General Rules for TDs



Ch. 12 – Competition Officials, Employees, & Volunteers, cont'd.

SUBCHAPTER 12-C DUTIES OF COMPETITION MANAGEMENT IN GENERAL, cont'd.

GR1211 Appointment of Officials and Employees, cont'd.

5. Qualified Medical Personnel.

e. All competitions must have in place prior to the start of the competition, an accident preparedness plan and in conjunction with the plan make the necessary arrangements for an ambulance to be on the grounds or on call.

- (1) Competition management is responsible for ensuring that all competition officials and competition staff are advised of the accident preparedness plan and that it is distributed accordingly.
- (2) Said plan shall be given to the Steward or **Technical Delegate** prior to the start of the competition.
- (3) The Steward or **Technical Delegate** shall submit a copy of said plan to the Federation along with his/her Steward or **Technical Delegate** report.



USEF General Rules for TDs



Ch. 12 - Competition Officials, Employees, & Volunteers, cont'd.

SUBCHAPTER 12-D DUTIES CONCERNING COMPETITION RECORDS.

GR1212 Prize Lists.

1. A copy of the prize list must be received by the Federation Office at least thirty (30) days prior to the competition. Prize list must be forwarded by mail with proof of delivery or submitted electronically via e-mail, with staff confirming receipt. If the prize list is not received thirty (30) days prior to the competition, the competition will be invoiced as outlined in GR1212.2. Copies also must be forwarded to the Federation steward or **technical delegate** and to the judges.

GR1214 Results.

2. The secretary of each Federation Licensed Competition must, within 10 calendar days of the competition, send to the Federation, either electronically or by mail with proof of delivery, a list of judges, stewards, **technical delegates** and competition officials, as well as the names and addresses of all ribbon winners, the amount of money won if applicable, and number of entries in the Federation Medal classes and USEF/USDF dressage qualifying and championship classes, the first place winners of all other Equitation classes.

SUBCHAPTER 12-F DUTIES CONCERNING ENFORCEMENT OF FEDERATION RULES.

GR1218 Protests, Charges and Violations.

3. Any Licensed Competition which allows a person not in good standing to judge, serve as steward or **technical delegate**, manage, exhibit, ride, drive, or participate in any manner after due notice has been received from the Secretary of the Federation, is liable to suspension or expulsion from the Federation. See GR704.



USEF General Rules for TDs

Ch. 13 - Competition Participants & Associated Individuals



SUBCHAPTER 13-A RESPONSIBILITIES.

GR1304 Regulations Governing Showing Under Judges, Stewards and Technical Delegates. See also GR107 for definition of Client.

1. An exhibitor, coach or trainer may not serve as a judge, steward or **technical delegate** at any competition in which he/she exhibits, whether or not the classes are conducted under Federation rules. Except Jumpers per GR1304.18 and .19. See also GR1037.1. ...
13. No one shall approach a judge with regard to a decision unless he first obtains permission from the Show Committee, steward or **technical delegate** who shall arrange an appointment with the judge at a proper time and place. No exhibitor has the right to inspect the judge's cards without the judge's permission.
14. No member of a steward or **technical delegate's** family, nor any cohabitant, companion, domestic partner, housemate, or member of a steward or **technical delegate's** household, nor any of the steward or **technical delegate's** clients may take part as a trainer, coach, lessor, lessee, exhibitor, rider, driver, handler or vaulter at a competition where the steward or **technical delegate** is officiating. **Technical Delegates** and Stewards may not officiate unless the client relationship is terminated at least 30 days prior to the competition.
17. Competition Restrictions on Judges:
 - b. A judge may not be a trainer, coach, exhibitor, rider, driver, halter handler, steward, **technical delegate**, lessor, lessee or manager at any Federation Licensed Competition at which he/she is officiating, including unrated classes. Exceptions: A judge may compete as a rider in Jumper classes offering \$25,000 or more in which he does not officiate; in the Eventing division and in the Dressage division, except for Dressage Sport Horse Breeding classes, horses may be shown Hors de Concours in classes where the owner is not officiating. (See GR1037.1) Exception: Hunter/Jumper competitions with a special competition rating held in conjunction with a USEF licensed competition (see GR301.2). A licensed judge may officiate at the special competition, provided he/she is not or does not have a client participating in the special competition.
21. A steward or **technical delegate** cannot own or operate any business (i.e. tack shop, braiding business, etc.) at the same competition where he/she is officiating.



USEF General Rules for TDs

Ch. 13 - Competition Participants & Associated Individuals, cont'd.



SUBCHAPTER 13-B AMATEURS AND PROFESSIONALS

GR1306 Amateur Status.

2. The following activities do not affect the amateur status of a person who is otherwise qualified:
 - b. Accepting remuneration for officiating as a judge, steward, **technical delegate**, course designer, announcer or participating as a TV commentator, or accepting bona fide remuneration for services as a veterinarian, groom, farrier, tack shop operator or breeder, or for accepting bona fide remuneration for boarding services.



USEF General Rules for TDs

Ch. 13 - Competition Participants & Associated Individuals, cont'd.



SUBCHAPTER 13-C MEMBERSHIP AND DOCUMENT REQUIREMENTS

GR1309 Membership and Document Requirements.

2. Memberships completed at the competition must be forwarded to the Federation office within ten (10) days of the close of the competition as part of the full competition results, which are defined in GR1214. The member's copy of the application is valid for 45 days or until the membership card is received from The Federation.

a. The following credentials must be available to Competition Management and the Federation steward/**technical delegate**. Competitions may, at their discretion, confirm any of the below electronically with the Federation office:

(1) Amateur Certification.

(2) Copies of Junior Hunter and pony measurement cards.

(3) Federation membership cards or a copy thereof, Exception: Applications completed at the competition. The member will retain the pink copy of the membership application form which, when properly signed by the Competition Secretary, is valid for 45 days from the date signed.

(4) Federation horse recordings for USEF/USDF qualifying classes for dressage championships (see DR127.2), and USEF/USDF Dressage Championships (see DR127.2).

...

(7) Non-U.S. citizens (as defined by GR901.9) and Foreign Competitors (as defined by GR828.4) must provide proof, in English, of current membership in good standing in their respective National Federation, or hold current membership in good standing with USEF.

...

b. If an exhibitor does not submit the proper membership documentation to the competition and the competition cannot verify such information, (with the exception of Federation measurement cards) the exhibitor will be responsible to pay a \$30 nonmember fee which is non-refundable.



USEF General Rules for TDs

Ch. 13 - Competition Participants & Associated Individuals, cont'd.



SUBCHAPTER 13-E RETURN TO COMPETITION

GR1317 Accidents Involving Competitors.

7. For all competitors evaluated pursuant to this rule, the Steward or **Technical Delegate** shall submit a properly completed Accident/Injury Form, and, if applicable, any corresponding signed release to the Federation Director of Competitions by 6:00 p.m. on the day following the last day of the competition.



USEF Dressage Rules (DR) for Technical Delegates



USEF Dressage Rules for TDs, *Participation, Saddlery & Equipment,* *Execution & Judging of Tests*



DR119 Participation in Dressage Competitions.

11. Individuals with disabilities, who require the use of compensatory aids or adaptive equipment, must hold a Federation Dispensation Certificate, International Para-Equestrian Classification Card (FEI PE Card), or USEF Para-Equestrian Classification Card. A copy of a rider's Dispensation Certificate or Card which lists all of his or her allowed compensating aids and adaptive equipment must be included with the rider's entry, with a copy then attached to each of their Dressage sheets for the Judge's reference. A copy must remain with the entry records for review by the **Technical Delegate**.

DR121 Saddlery and Equipment.

9. Ring stewards appointed by competition management must check saddlery and inspect bits and spurs on both sides of the horse for at least one-third of the horses in each class. Inspection of saddlery and bits must be done at the direction of the **technical delegate**. Inspection of saddlery and bits must be done immediately as the horse leaves the arena. (See DR126.1i(1)) The checking of the bridle must be done with the greatest caution, as some horses are very touchy and sensitive about their mouths. Bit inspectors must use a new disposable protective glove for each horse. The responsibility for the correct attire and equipment, however, still rests with the competitor. When communicable disease is a concern, any deviations to established saddlery inspection protocol must be approved by the USEF Dressage Department prior to the competition.

DR122 Execution and Judging of Tests.

4. Individuals holding either a Federation Dispensation Certificate, a USEF Para-Equestrian Classification Card or International Para-Equestrian Classification card are allowed the following exceptions, provided these exceptions are clearly listed on the Certificate or Card:

- f. If radio communication is used, a copy of the written choreography must be given to the **Technical Delegate** or their designee who will monitor the reader and report to the judge if unauthorized assistance is given to the rider.



USEF Dressage Rules for TDs

Elimination, Competition Licensing and Officials



DR124 Elimination.

1. Horse and rider combinations shall be eliminated from the competition (for .a, .f and .i, below) or from the current or next class depending on which is closest to the time the incident occurred (for all others), under the following circumstances:

n. Evidence of blood on a horse in the competition arena shall be cause for elimination from the class by the judge at "C". Evidence of blood on a horse outside the competition arena shall be cause for elimination by competition management, after consultation with the **technical delegate**, from either the last class in which the horse competed or next class in which it is scheduled to compete, depending on which is closest to the time the incident occurred. Environmental causes such as insect bites shall normally not be cause for elimination.

DR125 Competition Licensing and Officials.

3. A **Technical Delegate** must be selected from the current **Roster of Dressage Technical Delegates** to officiate at all Dressage competitions and Regular and Local Competitions offering "open" Dressage Division classes (i.e., classes which are not limited to certain breeds) or classes above Third Level. (Exception: A Category 2 or Combined Category Steward may officiate through Fourth Level in the Andalusian, Arabian, Friesian and Morgan Divisions, only if classes are not part of an "open" Dressage Division). A **Registered Dressage Technical Delegate** must officiate at Level 4 and Level 5 Dressage Competitions. A **Recorded Dressage Technical Delegate** may officiate as the assistant to the **Registered Technical Delegate(s)** at Level 4 and Level 5 Dressage Competitions, and may officiate alone at Levels 1-3 Dressage Competitions. *EC 9/21/09 Effective 12/1/09*

4. For each competition day that a Dressage Competition schedules 300 or more rides (including Dressage and DSHB entries), the competition must have at least two **Dressage Technical Delegates** on duty. When only one competition ring is in session, only one **Dressage Technical Delegate** need be present on the grounds.

5. Dressage Competitions holding both a national competition and a CDI must have a separate **Dressage Technical Delegate** in addition to the FEI Chief Dressage Steward. However, the number of CDI rides is not counted in the number of rides requiring an additional **Dressage Technical Delegate**.



USEF Dressage Rules for TDs

Requirements for Dressage Competition Management



DR126 Requirements for Dressage Competition Management.

1. The following requirements apply to all Levels 1-5 of Dressage Competitions, except where noted. Specific requirements for specific levels of competitions are listed under .2, below. *EC 9/21/09 Effective 12/1/09*

d. Judges and **Technical Delegates**. *EC 9/21/09 Effective 12/1/09*

(3) Judges and **technical delegates** are not to be housed in private homes unless the judge or **technical delegate** has agreed to it prior to the competition.

i. Ring Stewards and supervision of schooling areas. *EC 9/21/09 Effective 12/1/09*

(1) Management must appoint ring stewards to check saddlery and inspect bits and spurs, on both sides of the horse, in each class at the direction of the **technical delegate** and in accordance with DR121.9.

j. Miscellaneous. *EC 9/21/09 Effective 12/1/09*

(1) Management must provide judges and **technical delegates** with copies of Federation Presidential Modification letters they have received, prior to the classes where those riders compete under those judges. Competitors will not be allowed to compete with modifications unless a copy of their Presidential Modification letter is provided to the competition secretary by the beginning of the competition.



USEF Dressage Rules for TDs

Special Competitions



SPECIAL COMPETITIONS.

DR127 USEF/USDF Qualifying and Championship Classes and Federation National Championships for Dressage.

2. ... Copies of documents submitted by competitors to verify Federation and USDF membership and horse recording must be available to the **Technical Delegate** in the competition office. ...
3. Competition Managers of Federation Dressage Competitions which hold USEF/USDF Qualifying and/or Championship classes are responsible to the Federation for knowing and complying with all Federation rules and USDF guidelines regarding qualifying and/or championship classes. **Technical Delegates** for these competitions must investigate incidents of non-compliance and report violations to the Federation.
13. The selection of judges and **technical delegates** for the National Championships for Dressage is a responsibility of the Federation, after consultation with the Championships Organizing Committee.



USEF Dressage Rules for TDs

Pony Measurement



DR134 Pony Measurement.

2. A copy of the Federation Standard or Temporary Measurement Certificate must be submitted with the entry for each pony possessing a Measurement Certificate and competing in Dressage or Dressage Sport Horse Breeding classes limited to ponies. If a pony is not in possession of a fully and correctly completed Measurement Certificate, the Competition Management may order the pony to be measured by an eligible **Dressage Technical Delegate** who is certified by USEF to conduct Dressage pony measurements, and the Competition Veterinarian and/or a Judge, pursuant to GR505, GR506, and GR508. Effective December 1, 2009, Competition Management must require measurement by a USEF-certified **Dressage Technical Delegate** and the Competition Veterinarian if a current, valid Measurement Certificate is not submitted prior to the competition. Failure to allow the pony to be measured will result in the pony being disqualified at that competition. The measurement must be reported to Competition Management, which must then disqualify the pony from the competition if it is over height.

8. If the Ground Jury questions the height of a pony, the pony must be measured if not in possession of a valid Measurement Certificate. If the pony is in possession of a fully and correctly completed Measurement Certificate, the Ground Jury may request, through the Federation, that the pony be remeasured by a licensed **Dressage Technical Delegate** and a Veterinarian who are approved by the Federation, pursuant to GR505, GR506, and GR508. Remeasurement must be made within 30 days of the request.

14. All licensed competitions holding Dressage or Dressage Sport Horse Breeding classes or tests limited to ponies are responsible for providing a Federation Approved Measurement Stick, with a metric scale, and a suitable surface for measurements. A suitable surface is defined as a flat, level, hard surface, preferably a concrete slab or paved area. A sheet of plywood is not suitable. In addition, these competitions must contract a **Dressage Technical Delegate** to officiate the competition who is certified by USEF to conduct Dressage pony Measurements.



USEF Dressage Rules for TDs

Pony Measurement, cont'd.



DR134 Pony Measurement, cont'd.

15. Effective January 1, 2009, all **Recorded (r) Dressage Technical Delegates** must have attended a Federation **Dressage Technical Delegate** clinic, or a USDF **Dressage Technical Delegate** Apprentice program where training on pony measurement procedures is provided.

16. **Registered (R) Dressage Technical Delegates** must attend a Federation Dressage/DSHB Pony Measurement Certification clinic prior to January 1, 2008 where certification testing to measure ponies for dressage or DSHB is conducted. Such certification is recommended but not required for **Recorded (r) Dressage Technical Delegates**. Only **Dressage Technical Delegates** who are certified by the Federation for Dressage/DSHB pony measurement, along with the Competition Veterinarian and/or a Judge, may conduct pony measurements for Dressage or DSHB classes or tests as of January 1, 2008. Effective December 1, 2009, only a USEF certified **Dressage Technical Delegate** and the Competition Veterinarian are eligible to conduct Dressage/DSHB pony measurements.

17. In order to maintain his/her license, a **Registered (R) Dressage Technical Delegate** must have attended a Federation Dressage/DSHB Pony Measurement Certification clinic where certification testing to measure ponies for dressage or DSHB is conducted. **Recorded (r) Dressage Technical Delegates** must attend a Federation Dressage/DSHB Pony Measurement Certification clinic prior to January 1, 2011 where certification testing to measure ponies for dressage or DSHB is conducted. Refer to GR1051 for additional measurement certification requirements. *EC 9/21/09 Effective 12/1/09*



USEF Dressage Rules for TDs

Dressage Sport Horse Breeding

General Regulations



SUBCHAPTER DR-2 DRESSAGE SPORT HORSE BREEDING.

DR202 General Regulations.

1. A competition with a Federation Licensed Dressage Sport Horse Breeding division must have a Federation licensed Dressage Sport Horse breeding judge and a Federation licensed **dressage technical delegate**. Guest Cards to judge DSHB classes are granted only to currently licensed foreign FEI Dressage Judges and foreign breeding experts. (See GR1011.)



USEF and USDF Web Site Links



- **USEF Rule Book:**
http://www.usef.org/_IFrames/RuleBook/Default.aspx
- **USEF Search for Licensed Officials (*USEF Logon Required*):**
https://www.usef.org/_AUAIFrames/LOCsearch/locSearch.aspx
- **USDF Competition Management Forms, Documents, and Information:**
<http://www.usdf.org/docs/ShowFlash/web/index.html>
- **USDF TD Saddlery Inspections:**
<http://www.usdf.org/docs/ShowFlash/web/TechnicalDelegate/SaddleryInspections.pdf>
- **USDF TD Checklist:**
<http://www.usdf.org/docs/ShowFlash/web/TechnicalDelegate/TDChecklist.pdf>