



Rules
of the
NAMIBIAN EQUESTRIAN FEDERATION

14th edition – Effective 1 August 2023 (Final version)

PREAMBLE

The Rules, Regulations, Codes and Annexures contained in this document establish the specific rules of guidance by which NAMEF shall function. It contains provisions regarding the execution of events and competitions as well as additions and modifications to some FEI rules and regulations and is effective as from the date of publication thereof.

As from this date, all other texts covering the same matter (other additions and all other documents) issued previously, are superseded by these NAMEF rules. This document must be read in conjunction with the various publications, as amended from time to time, of the FEI, as well as, the NAMEF Constitution and only provides specific rules of guidance which are at variance to those publications of the FEI or not specifically addressed in the FEI publications.

“It is not possible to provide for every conceivable eventuality in these Rules:-

If there is no rule to deal specifically with a particular circumstance, or if the nearest interpretation of the pertinent rule would result in an obvious injustice, it is the duty of those responsible to make a decision based on common sense and fair play, thus reflecting as closely as possible the intention of these Rules and of the General Regulations.” *

*Extracted from the latest FEI “Rules” www.fei.org

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1. CODE OF CONDUCT

1.1 GENERAL CODE OF CONDUCT

- 1.1.1. All members as contemplated in NAMEF'S Constitution, as well as any individual member of a club, duly registered as a member of NAMEF, horse owners of participating horses, athletes, officials, administrators, show-holding bodies, show organizers, or any other individual involved with, or that may fall under, the auspices of NAMEF by virtue of their participation or involvement in equestrian sport within Namibia, shall be subject to these rules and code of conduct, including the disciplinary code.
- 1.1.2. All such members and other individuals as provided for above, shall always conduct him or herself so that the good name and reputation of the sport, NAMEF and that of the club of which such person is an individual member (if applicable), may not suffer prejudice as a result of his/her conduct.
- 1.1.3. All such members are obligated to report conduct in breach of NAMEF'S rules to NAMEF.
- 1.1.4. In all equestrian sport disciplines, the welfare of the horse shall, at all times be considered paramount.
- 1.1.5. The well-being of the horse shall be above the demands of athletes, breeders, trainers, owners, dealers, organizers, sponsors, or officials.
- 1.1.6. All handling and veterinary treatment shall promote the health and welfare of the horse.
- 1.1.7. The highest standards of nutrition, health, sanitation, and safety shall be encouraged and always maintained.
- 1.1.8. Adequate provision must be made for ventilation, feeding, watering, and maintaining a healthy environment during transportation.
- 1.1.9. Emphasis shall be placed on increasing education in training and equestrian practices, and on promoting scientific studies in equine health.
- 1.1.10. In the interest of the horse, the fitness and competence of the athlete shall be regarded as essential.
- 1.1.11. All riding, training, and handling methods must take cognizance of the horse as a living entity and must not include any technique considered abusive by the FEI.
- 1.1.12. NAMEF members shall establish adequate controls to ensure that all persons and bodies under its jurisdiction respect and ensure the welfare of the horse.
- 1.1.13. National and International Rules and Regulations in equestrian sport regarding the health and welfare of the horse shall be adhered to, not only during National and International events, but also in training. Competition Rules and Regulations shall be continually reviewed to ensure such welfare.
- 1.1.14. All Individual members registered with affiliated members as contemplated in NAMEF'S Constitution, shall treat information regarding any complaint lodged or

intended complaint or an investigation into such, as confidential and shall not conduct him/herself in any manner how so ever or whatsoever which may interfere, or which may be deemed as an attempt to interfere therewith.

1.2 ATHLETES CODE OF CONDUCT

1.2.1 Athletes shall at all times, including during competitions and otherwise, strive for the following:

- 1.2.1.1 Show good sportsmanship - participate for enjoyment and love for the sport and horse
- 1.2.1.2 Strive for personal excellence
- 1.2.1.3 Work hard for your team as well as yourself
- 1.2.1.4 Treat all fellow team members and opponents as you wish to be treated
- 1.2.1.5 Abide by the Governing Body rules and regulations
- 1.2.1.6 Co-operate with all officials and show respect to these individuals
- 1.2.1.7 Control your behaviour on and off the field of play

1.2.2 Athletes shall not make themselves guilty of the following misconduct:

- 1.2.2.1 being under the influence of alcohol or any illegal substance whilst participating in an Event
- 1.2.2.2 Sexual harassment
- 1.2.2.3 Any criminal offence perpetrated during events
- 1.2.2.4 Swearing and abusing others verbally
- 1.2.2.5 Physical violence towards others
- 1.2.2.6 Harassment or vilification of others
- 1.2.2.7 Violating team curfews
- 1.2.2.8 Refusing to comply with instructions
- 1.2.2.9 Poor sportsmanship or cheating
- 1.2.2.10 Abuse of horses which is in contravention of the Animals Protection Act, 71 of 1962 or the Rules of the FEI
- 1.2.2.11 Contravention of the FEI Anti-Doping Rules

Failure to comply with the Athletes' Code of Conduct may result inter alia in a yellow card, penalty, or disciplinary hearing for the Athlete.

1.3 PARENTS CODE OF CONDUCT

Parents of athletes shall:

- 1.3.1 Teach good sportsmanship to their children by setting the correct example
- 1.3.2 Provide encouragement to their children
- 1.3.3 Be courteous to their children and other participants
- 1.3.4 Be courteous in communication with the officials, team officials, athletes, and administrators
- 1.3.5 Encourage loyalty, skilled performance, and honest efforts
- 1.3.6 Not interfere with the organisation and/or running or officiating of any of the events

Failure to comply with this Code of Conduct may result inter alia in a yellow card, penalty, or disciplinary hearing for the Parent.

1.4 SPECTATORS CODE OF CONDUCT

Spectators of the equestrian sport shall always:

- 1.4.1 Demonstrate appropriate and acceptable social behaviour
- 1.4.2 Not let their behaviour detract from enjoyment by competitors
- 1.4.3 Not interfere with officials
- 1.4.4 Demonstrate respect towards the sport as a whole

It will be up to the discretion of the OC to manage spectator's behaviour including infringements.

1.5 CODE OF CONDUCT FOR ADMINISTRATORS AND OFFICIALS

Administrators and Officials are held in high esteem and as such must:

- 1.5.1 Emphasize safety, sportsmanship, and enjoyment
- 1.5.2 Be consistent, courteous, and helpful towards all participants
- 1.5.3 Display and encourage a positive attitude towards children in the sport – as they are the future of the sport
- 1.5.4 Ensure that rules, equipment, schedules, and arenas are safe and match the needs and skill level of the competitors involved
- 1.5.5 Ensure that equal opportunities for participation in the equestrian sport is available for **ALL** competitors
- 1.5.6 Not consume, appear to consume or be under the influence of alcohol or any illegal substance during their time on duty at all events.
- 1.5.7 Encourage the pursuit of personal excellence
- 1.5.8 Ensure that adequate supervision and mentoring is provided by coaches and officials capable of developing sports behaviour and skill technique, and that these officials and coaches are given the opportunity to improve their skills in coaching and officiating.

Failure to comply with this Code of Conduct may result inter alia in a yellow card, penalty, disciplinary hearing, or with the official being expelled from event.

2. DEFINITIONS

In these NAMEF Rules, unless the context otherwise indicates, words defined in the Constitution of NAMEF shall have the same meaning and the following meaning shall be attributed to:

- 2.1 Affiliate Member: A club registered with NAMEF, which hosts Equestrian events and offers riding sport in the FEI disciplines of Eventing, Dressage, Jumping and/or Endurance.
- 2.2 AGM: Annual General Meeting.
- 2.3 Athlete: The rider of the horse in an equestrian event.
- 2.4 Club: An equestrian sport club as defined in the Namibia Sports Act, duly registered with NAMEF, practicing, or partaking in any equestrian discipline which is affiliated to the FEI
- 2.5 Competition: Each individual class in which athletes compete at an event.

2.6	Competitor:	Any Horse/Athlete combination.
2.7	Discipline:	The type of equestrian competition, including but not limited to Dressage, Endurance, Eventing, Jumping and Vaulting.
2.8	DSA:	Dressage South Africa.
2.9	DC	Disciplinary Code
2.10	EADCMP	Equine Anti-Doping and Controlled Medication Protocol
2.11	Entrance control:	The area in which officials control the entrance to the arena at an event.
2.12	Entry box:	The area in which event officials accept changes regarding the starting order of athletes or horses. (German translation = Meldestelle).
2.13	Entry:	The written confirmation of participation in one or more competitions at an event.
2.14	Entry level:	The lowest registered level of either the athlete or the horse and determines the level at which the combination may enter a competition without a handicap.
2.15	Entry closing date:	The last day on which entries in respect of an event may be submitted to the Organising Committee of such event.
2.16	Event:	A show, tournament, championship, or Endurance ride under NAMEF patronage and shall include licensed and unlicensed events.
2.17	Event Season:	The calendar year starting 1 January and ending 31 December. If an event starts in the prior calendar year and ends in the new calendar year, then the event will be counted into the new event season.
2.18	FEI:	The FEDERATION EQUESTRE INTERNATIONALE
2.19	GJ:	The Ground Jury.
2.20	Graded:	Graded competition means a competition offered during a licensed event under the governance of NAMEF/FEI rules.
2.21	Ungraded:	An ungraded competition, offered either at a licensed or unlicensed event.
2.22	Member:	means Members of NAMEF as provided for in the NAMEF Constitution.
2.23	NAMEF:	The NAMIBIAN EQUESTRIAN FEDERATION.

- 2.24 NAMEF Committee: The persons elected at the AGM and serving as the Executive of NAMEF.
- 2.25 NAMEF Sports Committee: The committee constituted of the Vice President and delegate for Jumping, Dressage, Eventing and Endurance
- 2.26 NECOA the Namibian Equestrian Coaches and Officials Association
- 2.27 Licensed Event: An event held under the patronage of NAMEF (offering graded or ungraded competitions)
- 2.28 Unlicensed Event: An event/ride that is not licensed e.g. Practice show, training show (ungraded).
- 2.29 Unsanctioned Event: Any event that is hosted by any unaffiliated club or entity not registered with NAMEF at the time that the event is hosted.
- 2.30 Organizing Committee (OC): Any group of persons which is recognised by NAMEF and held to be responsible for the management of an event.
- 2.31 President of the Ground Jury (GJ): The chief judge of a particular discipline at an event.
- 2.32 Registration: The registration of any horse and/or athlete with NAMEF on an annual basis, against payment of a fee as per the prescribed form.
- 2.33 Sanctioned event: An event hosted under the governance of NAMEF and FEI.
- 2.34 Schedule: An official form approved by NAMEF outlining the relevant information of an event.
- 2.35 Steward: A person appointed by the organising committee of an event to supervise the warm-up arena and other areas.

3. GENERAL RULES

These National Rules for the Equestrian disciplines are produced specifically to allow Organizing Committees affiliated to NAMEF, as much freedom as possible in the management of their events and in the preparation of their schedules. If there is any doubt about the meaning of any of these rules, they should be interpreted in the context of providing fair conditions for all competitors. However complete as these rules may be, they can never cover every eventuality. If the matter cannot be resolved by interpreting these rules to the letter, the solution to be adopted should lie in the principle which follows as closely as possible, the spirit of the official text. In all instances, the welfare of the horse must be considered as paramount.

3.1 RULES APPLICABLE TO EQUESTRIAN EVENTS IN NAMIBIA

- 3.1.1 All equestrian events organised by NAMEF, or an Affiliate Member of NAMEF, shall be executed in accordance with the following:
- 3.1.1.1 Special rules as set out in the event schedule which rules must be approved by NAMEF prior to the event.

- 3.1.1.2 NAMEF Rules as contained herein.
- 3.1.1.3 Subsequent and additional resolutions published by NAMEF.
- 3.1.1.4 FEI Regulations as published internationally from time to time on www.fei.org.
- 3.1.1.5 If NAMEF rules do not cover a particular situation, then FEI rules automatically apply.
- 3.1.1.6 All licensed events shall be approved as such by NAMEF.
- 3.1.1.7 Graded and ungraded competitions may be held simultaneously.
- 3.1.1.8 Clinics hosted by NECOA coaches to qualify unregistered members for the Little Horseshoe, may be hosted coinciding with a NAMEF licenced or unlicensed event.
- 3.1.1.9 Licensed and unlicensed events shall all be subject to these rules subject thereto that the organizers of the training or practise shows, or rides shall be entitled to deviate from these rules subject to the prior approval of NAMEF in the spirit of keeping the cost of such events down and facilitating a healthy sport culture.

3.2 **FINANCIAL MATTERS**

3.2.1 NAMEF Financial Year

- 3.2.1.1 The NAMEF financial year will commence on 1 January and end on 31 December of the same year.

3.2.2 Contributions due to/from NAMEF and/or other Related Parties

- 3.2.2.1 All fees and/or financial contributions due to NAMEF and/or other related parties in respect of the activities and/or topics listed below, shall be considered, and confirmed annually at the AGM of NAMEF, and shall be effective from the start of the new financial year on 1 January.
 - a. Registration of horses and athletes.
 - b. Penalties.
 - c. Lodging of complaints and/or appeals.
 - d. Annual member registration.
 - e. School horse support.
 - f. NAMEF passports.
 - g. NAMEF calendar fees.
 - h. Any other recurring fees.

3.2.3 Contributions by NAMEF

- 3.2.3.1 Contributions by NAMEF in respect of the activities and/or topics listed below shall be considered and decided upon by the NAMEF Committee, and presented to the AGM of NAMEF in its financial report:
 - a. Supporting Namibian athlete/s and/or teams competing abroad, provided that such participation was approved by the NAMEF committee beforehand.
 - b. Supporting the development of show officials.

- c. Any other support that the NAMEF Executive Committee sees fit to agree to.

3.3 **ALL REGISTRATIONS**

In order to be eligible to participate in any graded competition, all first registrations and re-registrations must be received not later than 7 days prior to the entry closing date of such an event for approval by the NAMEF secretariat, together with the prescribed payment, failing which the athlete and/or horse shall not be allowed to enter any graded competition.

3.3.1 Affiliate Member Registrations (form C)

- 3.3.1.1 Any sports club which is defined as any group of persons associated together for the purposes of equestrian sport activities at local, district, regional national or international level or any equestrian sport activities where members of the public are admitted to the group, whether by way of introduction, sponsorship, payment of a fee, subscription or otherwise may apply for registration as an Affiliate Member of NAMEF (see the definition of a sports club in the Namibia Sport Act)
- 3.3.1.2 The application must be accompanied by the following information as prescribed by the Namibia Sport Act 12 of 2003 (Regulation 4(2)):
 - 3.3.1.2.1 The constitution of the sports club
 - 3.3.1.2.2 A list of the members of the sports club
 - 3.3.1.2.3 The following additional information is required:
 - a. A list of active athletes registered with NAMEF
 - b. A list of members registered with other clubs (such members should indicate which club is regarded as their main club)
 - c. Full details of the committee of the club
 - d. Detailed description of the facilities - NAMEF reserves the right to refuse the registration of clubs with less than 5 active independent athletes.
 - e. List of members who are responsible for and those who are dependent on another member to pay their club fee (i.e., parent paying a child's fee and an employer paying club fees for employees) – NAMEF reserves the right to refuse the registration of clubs with less than 5 active independent athletes.
 - f. A letter of motivation
- 3.3.1.3 Affiliate members that wish to remain members of NAMEF shall submit form C completed in full and with the prescribed payment as approved at the AGM, during the months of January to February of each calendar year.
- 3.3.1.4 Any committee changes that occur within an affiliate member after their AGM shall immediately be communicated to the Secretary General of NAMEF.
- 3.3.1.5 Non-payment of membership fees by an Affiliate Member will result in the removal of membership and no voting power at the AGM. Such affiliate Member will have to re-apply for membership.

3.3.2 Annual Registration of Athletes (form A)

- 3.3.2.1 All registrations of individual athletes shall be facilitated by the NAMEF affiliate members.
- 3.3.2.2 The athlete registration form A, shall be completed, in full and submitted to the affiliated member of which the athlete is a member, together with the prescribed registration fee valid for 1 year.
- 3.3.2.3 The full athlete registration fee, as approved at the NAMEF AGM, is payable annually and is valid for one year (1 January to 31 December).
- 3.3.2.4 50% of the athlete registration fee, as approved at the NAMEF AGM, is payable if registration is received after 30 June of the current year (1 July to 31 December).
- 3.3.2.5 All NAMEF affiliate members shall ensure that the NAMEF secretariat receives the athlete registrations by completing form D (Athlete Summary), in full and ensure that all details are correct, together with the prescribed registration fees.
- 3.3.2.6 New children athlete registrations with no prior event experience in the Olympic disciplines must complete the Little Horseshoe 1, 2 and 3 before being allowed to participate at NAMEF graded events.
- 3.3.2.7 The Little Horseshoe exam can only be facilitated by NAMEF/NECOA registered coaches.
- 3.3.2.8 A Little Horseshoe exam must be facilitated at the first available event whenever an athlete applies for such examination, to ensure that athlete registration with NAMEF is not delayed.

3.3.3 Annual Registration of Horses (form B)

- 3.3.3.1 All registrations of horses shall be facilitated by a NAMEF Affiliate Member.
- 3.3.3.2 The horse registration form B shall be completed, in full and submitted to the owner's/athlete's club, together with the prescribed registration fee valid for 1 year.
- 3.3.3.3 The full horse registration fee, as approved at the NAMEF AGM, is payable annually and is valid for one year (1 January to 31 December).
- 3.3.3.4 50% of the horse registration fee, as approved at the NAMEF AGM, is payable if registration is received after 30 June of the current year (1 July to 31 December).
- 3.3.3.5 The NAMEF Affiliated Members shall ensure that the NAMEF secretariat receives the horse registrations by completing form E (Horse summary), in full and ensure that all details are correct, together with the prescribed registration fees.
- 3.3.3.6 Once registration is approved, the NAMEF grading secretary shall allocate a national membership number to each registered horse. This number shall remain with the horse until it is deceased or sold out of Namibia and is not transferable.
- 3.3.3.7 No horse shall be allowed to compete at a national event in a graded competition if a national membership number has not been allocated.
- 3.3.3.8 On first registration with NAMEF (not re-registration), a horse may be graded at any level and start with 0 (zero) grading points. This includes imported horses.
- 3.3.3.9 On change of ownership of a horse, the new owner may apply to the NAMEF secretariat with the annual re-registration process, for a re-grading of the horse at any level, in which case the horse will start with zero grading points in the new level.

3.3.3.10 All horses participating in licensed events must be registered with a NAMEF Affiliate Member, as well as with NAMEF itself.

3.3.4 Annual FEI Registrations for Athlete and Horse

3.3.4.1 Prior to the start of a FEI event, both Athlete and Horse must be registered via their Affiliate Member, two (2) weeks before the entry closing date.

3.3.4.2 The annual FEI fee is determined by the FEI and published annually on www.fei.org

3.3.4.3 The Affiliate Member must ensure that payment reaches NAMEF before the entry closing date of this FEI event.

3.3.4.4 **NO** Athlete or Horse may participate at a FEI event without full payment received by NAMEF treasury.

3.3.5 Registrations for Officials and Coaches

3.3.5.1 All NAMEF and FEI officials, wishing to officiate in Namibia, must register with NAMEF, with the exception of once-off visits by foreign officials

3.3.5.2 All NECOA coaches must be a member of a NAMEF Affiliate Member.

3.3.6 Annual Calendar dates submission

3.3.6.1 All Affiliate Members must submit their request for annual calendar event dates annually by the 1st of September of each year

3.3.6.2 All event dates will be on a first come, first serve basis

3.3.6.3 The awarding of the hosting of National Championships and FEI events to a member, is for the discretion of the NAMEF EXCO.

3.3.6.4 All Calendar fees are payable between the 31st of January and the 28th of February of each year.

3.3.6.5 NAMEF secretariat will publish the provisional calendar during the first month of the year.

3.3.6.6 Any calendar date changes must be corresponded to the NAMEF secretariat in writing (2) two months prior to the actual date.

3.4 **PARTICIPATION**

3.4.1 Each athlete and each horse have a registered level as per each specific discipline. The entry level of a competitor is the lowest registered level of either the athlete or the horse.

3.4.2 A horse shall not start in more than 4 (four) competitions in one day for all Olympic disciplines. Should a horse start in more than 4 (four) competitions in one day, the horse shall be disqualified from all events participated in on that day.

3.4.3 During an event, horses may be ridden in different levels with different athletes according to the rules.

3.4.4 Sport Competitor (S)

3.4.4.1 Dressage:

3.4.4.1.1 Competitions graded P to EM

- Any competitor entering at one level lower than their entry level shall be considered a sport competitor and shall be responsible for marking the entry form with an (S)
- 3.4.4.1.2 Competitions graded M to Prix St George
Any competitor entering at one level lower than their entry level shall not be considered a sport competitor.
- 3.4.4.1.3 Dressage handicap for sport competitors:
2.5% deducted from dressage score
- 3.4.4.2 Eventing:
- 3.4.4.2.1 Competitions graded EV75 to EV95
Any competitor entering at one level lower than their entry level shall be considered a sport competitor and shall be responsible for marking the entry form with an (S)
- 3.4.4.2.2 Competitions graded EV1* to EV3*
Any competitor entering at one level lower than their entry level shall not be considered a sport competitor
- 3.4.4.2.3 Eventing handicap for sport competitors:
2.5% deducted from dressage score
- 3.4.4.3 Sport competitors shall be considered for the following:
- 3.4.4.3.1 Competition prizes
- 3.4.4.3.2 NAMEF awards
- 3.4.4.3.3 Namibian Championship prizes and trophies
- 3.4.5 Veteran Rider (V)
- 3.4.5.1 Any athlete reaching the age of 60 (sixty) may register as a veteran rider. No grading or MSA points will be awarded to a veteran athlete.
- 3.4.6 Responsibility of Horse Owners/Athletes
- 3.4.6.1 Event entries:
- 3.4.6.1.1 The horse owners and/or athletes shall be responsible for submitting the correctly completed event entry form.
- 3.4.6.1.2 The NAMEF grading list published on or before the event closing date shall be applicable for registered levels.
- 3.4.6.1.3 The onus shall rest with the athlete/owner to check each new published grading list and to inform the Grading Secretary of any errors.
- 3.4.6.2 Horse passports:
- 3.4.6.2.1 It is compulsory for all competitors to hand in the horse passport(s) at the designated drop-off zone at an event **BEFORE** the start of such athlete and/or horse's first competition. Failure to do so, may lead to disqualification from the entire event.
- 3.4.6.2.2 If a horse passport is not correctly completed, or if the vaccinations are not up to date, the Organizing Committee may elect to disqualify the horse from the event.
- 3.4.6.2.3 A passport must contain the following information:
- Horse passport number
 - Name of horse
 - Owner of horse
 - Sex and breed of horse

- Year and country of birth of horse
 - Horse's original name (birth name)
 - Sire, Dam and Sire of Dam
 - Completed identification page of horse by veterinarian
 - Up to date vaccinations as per NAMEF Article 3.16.12.1 – 3.16.13.1
- 3.4.6.2.4 Passport checks should ideally be undertaken by a Veterinarian. If none is present, then the Organising Committee must appoint a competent person to take charge.
- 3.4.6.2.5 A registered athlete may participate at an unlicensed event with an unregistered horse. If such horse does not have a passport, a letter from a Veterinarian shall be sufficient proof of the vaccinations received by the horse.
- 3.4.6.3 Children and Junior supervision:
- 3.4.6.3.1 All children and junior athletes shall always be accompanied by a responsible adult during an event.
- 3.4.6.3.2 A child riding a stallion shall always be under responsible adult supervision during an event. The safety and responsibility shall remain with the responsible adult.
- 3.4.6.3.3 The responsible adult's name shall be submitted on the event entry form.

3.5 **EVENT REGULATIONS**

- 3.5.1 Only show jumping competitions with a height of 90cm or above may be called a "championship".
- 3.5.2 It is the responsibility of the Organizing Committee to ensure that the athlete/horse combinations have entered correctly, according to their grading, for all competitions at an event.
- 3.5.3 Drafting of the NAMEF Schedule by Organizing Committees
- 3.5.3.1 The schedule may include a separate competition for every graded level and for each type of competition. Only after the event closing date may the Organizing Committee combine different levels into one competition.
- 3.5.3.2 A draft schedule in respect of a graded event shall be presented to the NAMEF Sports Committee for approval at the address of the NAMEF secretariat.
- 3.5.3.3 The schedule shall be submitted to NAMEF at least 8 (eight) weeks prior to the entry closing date of the event, failing which, the event may not be endorsed by NAMEF.
- 3.5.3.4 Endurance schedules shall be submitted to NAMEF at least 4 (four) weeks prior to the entry closing date of the event, failing which, the event may not be endorsed by NAMEF.
- 3.5.4 The NAMEF draft schedule shall include the following:
- 3.5.4.1 Name of club organizing the event
- 3.5.4.2 Dates of the event
- 3.5.4.3 Entry closing date
- 3.5.4.4 Types, and where applicable, names of competitions
- 3.5.4.5 Full panel of invited Officials and person responsible for officials

- 3.5.4.6 Rules according to which each competition will be judged
 - 3.5.4.7 Handicaps, where applicable, must be clearly stated
 - 3.5.4.8 Special regulations and/or conditions
 - 3.5.4.9 The relevant entry, stabling, officials' fees and first aid contribution
 - 3.5.4.10 Email address to which the completed entry forms shall be forwarded
 - 3.5.4.11 Designated area and time for passport control/checks
 - 3.5.4.12 Preliminary timetable clearly indicating which competitions will be held on each day. No times required.
 - 3.5.4.13 Definite criteria for Trophy calculations
- 3.5.5 Approval by NAMEF Sports Committee
- 3.5.5.1 All schedules must be submitted to the NAMEF Secretariat prior to the event for approval by NAMEF.
 - 3.5.5.2 Any schedule submitted to the NAMEF Secretariat, which does not comply with Rule 3.5.3 – 3.5.4 may result in the loss of grading status of the event.
 - 3.5.5.3 Any mistakes in the draft schedule shall be corrected by the NAMEF Sports Committee, and further advice by this Committee shall be taken into consideration by the Organizing Committee.
 - 3.5.5.4 The final schedule shall only be published once it has been approved by the NAMEF Sports Committee.
 - 3.5.5.5 An official NAMEF entry form shall be attached to the schedule for completion by competitors.
 - 3.5.5.6 Once the schedule has been approved, a show permit shall be issued by NAMEF secretariat. It is the responsibility of the Organizing Committee to ensure that the show permit has been received.
 - 3.5.5.7 A NAMEF Calendar fee invoice shall be issued at the start of the calendar year to all members for payment. Refunds may be granted at the sole discretion of NAMEF for cancelled events.
- 3.5.6 Invitations to Show Officials
- 3.5.6.1 The Organizing Committee shall inform NAMEF of their intention to invite foreign officials for officiating purposes at their licensed event.
 - 3.5.6.2 An official invitation must be sent from NAMEF to the Foreign Official and their Representing National Federation.
 - 3.5.6.3 Invitation of National Officials must be done via official e-mail invitation of the Affiliate Member hosting the show.
 - 3.5.6.4 The time schedule for the event must be forwarded to the invited officials by the Organizing Committee, before the start of the event.
- 3.5.7 Refunds
- 3.5.7.1 All fees must be refunded by the Organising Committee if an entry is cancelled or withdrawn before or on the entry closing date.
 - 3.5.7.2 If an athlete cancels their entry or entries within 14 (fourteen) days prior to the starting date of the event, a medical report (horse or athlete) must be submitted to the OC to receive 100% refund of the entry and stabling fees.
 - 3.5.7.3 If an athlete cancels their entry or entries on the starting date of the event or during the event, they shall forfeit all fees paid in advance.
 - 3.5.7.4 If a competition does not take place on the specific DAY as stated in the provisional timetable in the schedule, and an athlete cannot compete because of this, they shall be refunded, in full, for that competition.
- 3.5.8 Overlapping of Competitions

- 3.5.8.1 In the event of the overlapping of competitions, the Organising Committee shall arrange the starting position of an athlete (riding possibly several horses) in such a manner that an impediment to participate is avoided when preparing the program of competitions.
 - 3.5.8.2 The onus is on the athlete to inform him/herself and approach the Organising Committee should the scheduled starting order in different competitions overlap.
 - 3.5.8.3 If a competition is started before the scheduled time and an athlete is still competing in another competition, the Ground Jury shall allocate a different starting position to the athlete or wait until the athlete is ready.
- 3.5.9 Combining of Competitions
- 3.5.9.1 A dressage competition may take place with only 1 (one) athlete.
 - 3.5.9.2 If at the closing date of an event the number of entries for a jumping competition is less than 3 (three) competitors, then the Organizing Committee must combine such competition with another to achieve the required number to competitors. Should the organizing committee wish to continue with less than 3 (three) competitors in a jumping competition, then such competition will automatically be an ungraded competition. This will not apply for Para-Jumping Competitions or if during an event, due to scratchings, the number of competitors falls below 3 (three) competitors, in which case, at the discretion of the Organizing Committee, the competition may continue with less than three competitors.
 - 3.5.9.3 The Organizing Committee may combine a maximum of 3 consecutive jumping levels from the schedule into one competition with successive handicaps.
 - 3.5.9.4 In the case of rules 3.5.9.2 and 3.5.9.3, the Organizing Committee shall contact all athletes who entered in the affected competitions and each athlete shall be given the option to choose in which level he/she wishes to compete, subject to the participation rules for such discipline.
- 3.5.10 Starting Order
- 3.5.10.1 A horse shall not be given preferential treatment by means of advantageous starting positions throughout the various competitions at an event.
 - 3.5.10.2 Should an athlete have more than one horse in a competition, then the athlete, at the time of entry, shall nominate in which order he/she wishes to ride his/her horses. Failing this, the athlete will have to ride the competition in the starting order as in the program.
 - 3.5.10.3 Any athlete who is deemed to be a late starter of a competition must, (in Show Jumping competitions) start at position No. 1 on the score sheet. This includes athletes who scratched from another competition at the same event.
 - 3.5.10.4 Any changes to the official event program must be relayed to the Judges Box before the start of the competition in question.
- 3.5.11 Prizes
- 3.5.11.1 The number of prizes in every competition shall be calculated in increments based on one prize per 4 (four) competitors or part thereof. In the event of additional prizes becoming due (ie. late entries), the Organizing Committee must provide same.
 - 3.5.11.2 The prizes for a competition, as indicated in the Event program, may be reduced by the Organising Committee taking into consideration the provisions of rule 3.5.11.1. In this case, the prizes not handed over shall remain with the Organising Committee.

- 3.5.11.3 The offered prizes shall not be handed over if there are any appeals/protests still being investigated regarding that specific competition.
 - 3.5.11.4 No cash prizes shall be offered in Level P in Dressage, 70 cm & 80 cm Jumping competitions and EV75 or levels lower.
 - 3.5.11.5 Rosettes for all the competitors in Dressage Riding Ability/Welcome Dressage tests / Walk-Trot tests must be awarded.
- 3.5.12 Absence from the Prize-giving Ceremony
- 3.5.12.1 Should an athlete fail to participate at a prize-giving ceremony, which was announced in time, without having apologised officially beforehand, he/she shall not be entitled to claim the prize.
 - 3.5.12.2 Where possible, this prize shall be given to the athlete who would be placed next in line. The next-placed athlete shall be determined immediately, and the Organising Committee shall be informed accordingly.
- 3.5.13 FIRST AID during an Event
- 3.5.13.1 It is compulsory for the Organising Committee of an event to arrange for a registered, professional Paramedic Service Provider, with an ECT (Emergency Care Technician) qualification, to be present at the event with sufficient personnel.
 - 3.5.13.2 If there is the intention to charge the athletes a fee for the medical service, it shall be clearly stated in the schedule of an event.
 - 3.5.13.3 If the Paramedic in charge leaves the premises of an event with the ambulance/emergency vehicle, all further competitions shall be suspended until such time as suitable alternative arrangements in terms of the rules has been made.
 - 3.5.13.4 In cases where an ambulance is not available, the Paramedic shall have an emergency vehicle on stand-by at the event, should it be necessary to transport a patient in a supine position to the nearest medical facility.
 - 3.5.13.5 It is the responsibility of the Organising Committee to ensure that the following equipment is on hand in the emergency vehicle:
 - 3.5.13.6 Trauma board,
 - 3.5.13.7 Neck brace
 - 3.5.13.8 Oxygen cylinder with mask
 - 3.5.13.9 The contact details of the medical service provider "on call" shall be made available in every jury box before the start of an event.
 - 3.5.13.10 All Eventing events shall have a fully equipped ambulance on the premises of the event.
 - 3.5.13.11 It is compulsory for the Organising Committee and Ground Jury to ensure that the Paramedics have the correct qualifications prior to the start of the first competition.
 - 3.5.13.12 During National Endurance Rides a paramedic needs to be on standby in case of an emergency. It is however not required to have an ambulance or medic at the site.
- 3.5.14 The Organizing Committee shall ensure that the timetable in respect of the programme of competitions is available to the public as soon as possible after the entry closing date, but no later than 2 (days) days prior to the starting date of the event.
- 3.5.15 Program of an Event (not compulsory)
Every program of an event shall contain at least the following information:

- 3.5.15.1 A list of officials
- 3.5.15.2 A time table
- 3.5.15.3 A list of horses participating
- 3.5.15.4 The calculation method, including the competitions for consideration, for all trophies and special prizes.

3.5.16 The Organising Committee must submit the official results to the NAMEF secretary within 7 days after the completion of an event.

3.6 **GENERAL RULES FOR ALL EVENTS AND COMPETITIONS**

3.6.1 Athletes shall be present on the premises of an event at least 1 (one) hour prior to commencement of a competition as published in the event program. If an athlete wishes to scratch from a competition, he/she shall inform the entrance control at least 1(one) hour prior to commencement of that competition, failing which the Organising Committee has the right to charge a penalty fee.

3.6.2 The Organizing Committee shall be entitled to commence with show jumping competitions 1 (one) hour prior to the official time published in the event program, provided that the sequence of competitions remains unchanged.

3.6.3 Any amendments to the official program shall be posted at the entrance control and shall be announced several times by way of the public address system at an event. The onus remains with the athletes to inform themselves accordingly.

3.7 **AGE CATEGORIES & RESTRICTIONS**

3.7.1 The relevant age restriction of athletes is based on the type of competition and the calendar year of the birthday, and not on the actual date of birth of an athlete. This excludes the Endurance discipline.

3.7.1.1 When an athlete turns 12 (twelve) years of age, they may, as from 1st January of that year, participate in the junior classes. Likewise, when an athlete turns 14 (fourteen) years of age, they may continue to participate in the children classes until the end of the respective calendar year

3.7.1.2 When an athlete turns 16 (sixteen) years of age, they may, as from 1st January of that year participate in the adult classes. Likewise, when an athlete turns 18 (eighteen) years of age, they may continue to participate in the junior classes until the end of the respective calendar year.

3.7.2 In general, the following minimum age restrictions apply to athletes wishing to participate in competitions at an event:

- 3.7.2.1 Riding Ability Tests: 6 years
- 3.7.2.2 Lead-rein Riding Ability Tests: 4 years
- 3.7.2.3 Jumping, Dressage competitions: 8 years
- 3.7.2.4 Eventing, Arena Eventing, and Derby: 11 years

3.7.3 Age Groups Relative to the Type of Competitions are as follows:

- 3.7.3.1 Children
 - a. Minimum age: NAMEF rule 3.7.2
 - b. Maximum age: 14 years
- 3.7.3.2 Junior Classes
 - a. Minimum age: 12 years

- b. Maximum age: 18 years
- 3.7.3.3 Adult Classes
 - a. Minimum age: 16 years
 - b. Maximum age: retired

3.7.4 Minimum Ages requirements for horses to compete:

3.7.4.1 In order to enter any jumping competition at an event, a horse must have reached the following minimum age:

3.7.4.1.1 any heights below 90cm, the minimum age of the horse should be 4 (four) years.

3.7.4.1.2 any heights above 90cm, the minimum age of the horse is 5 (five) years.

3.7.4.2 to enter any dressage competition at an event, a horse must have reached the following minimum age:

3.7.4.2.1 P-level dressage: 4 (four) years.

3.7.4.2.2 any level above P-level, a minimum of 5 (five) years.

3.7.4.3 the minimum age of horse to compete for in Eventing are set out under the eventing part of these rules.

3.8 **RIDING "HORS CONCOURS" (Out of competition)**

3.8.1 Riding "out of competition" shall be allowed at all events.

3.8.2 The entry forms shall be duly submitted to the Organizing Committee as with all other entries.

3.8.3 "Out of competition" entries shall not be taken into consideration for grading points and prizes.

3.8.4 "Out of competition" athletes shall start after the last "in competition" athlete in a competition and shall be noted with H/C in the program/starter list.

3.8.5 During an event, a horse may, subject to approval by the Organizing Committee and/or ground jury (GJ), participate in any level lower than permitted as a lower level "out of competition" entry. A horse that participated as "out of competition" may not participate on the same day again in any competition of the same style or form. (As an example, should a horse participate in a welcome stakes 80cm "out of competition", then such horse is not allowed to participate during that day in any welcome stakes competition).

3.9 **SCHOOL HORSE MODULE**

3.9.1 To promote competitive horse riding, the school horse module is financially supported by NAMEF at official licensed events.

3.9.2 Definition of School Horse Module

3.9.2.1 The horse shall be ridden by a beginner athlete in the lowest graded competition.

3.9.2.2 The horse shall be utilized for riding lessons by at least two athletes per week. NAMEF may request proof of lesson plans.

3.9.2.3 Stallions are not defined as school horses.

3.9.3 Participation in Competitions

3.9.3.1 Level-P dressage and level-70cm jumping competitions are designated for beginners. Athletes and horses must be registered with NAMEF.

3.9.3.2 Only in these competitions are horses allowed to be ridden by more than 1 (one) athlete. Each start counts as one competition and the horse may not start in more than 4 competitions for one day. If a horse is ridden by more

than 1 (one) athlete, grading points will be allocated to the horse for the first participation only. All athletes will be graded according to the general grading rules.

3.9.3.3 If a horse is graded level-P and/or level-70cm and is ridden in such a competition by only 1 (one) athlete, the horse will be graded according to the rules.

3.9.3.4 In Eventing, only one entry per horse is permitted.

3.9.4 Financial Assistance in Respect of School Horse Module

3.9.4.1 NAMEF will grant financial assistance, subject to the following conditions:-

3.9.4.2 Financial support is granted only in respect of official equestrian events, provided that:-

- a. the horse is ridden at least once by a second athlete during the event.
- b. the horse is ridden by a beginner athlete in the lowest graded competition level.
- c. in show jumping competitions, the athlete must complete the course.
- d. in dressage tests the athlete must achieve at least 50% of the total points.
- e. in eventing the competition must be completed.

3.9.5 Financial support shall only be payable to clubs or instructors who are registered with NAMEF as the users of such school horses.

3.9.6 The application for financial support, endorsed by a Committee Member of the club, or in the case of an application by an instructor, by said instructor, shall be forwarded by the applicant to the NAMEF treasurer within 4 (four) weeks after the event. Late applications shall not be considered for financial assistance.

3.9.7 A signed declaration by judges or the Organising Committee of the respective event shall accompany the application for financial support, thereby confirming events participated in and the results thereof, either in respect of a specific competition or in respect of an entire event.

3.9.8 Financial support in respect of a school horse as determined by NAMEF beforehand is payable every time said school horse completes a competition, even if ridden by more than 1 (one) athlete, provided the conditions as set out in rule 3.9 hereof are complied with.

3.9.9 No additional registration for school horses is applicable. These horses are registered under the general rules for registration.

3.10 **ALTERNATIVE CLOTHING (including unlicensed Events or ungraded Competitions)**

3.10.1 The Organizing Committee and/or the ground jury (GJ) may allow athletes to compete in NAMEF accepted and approved club shirts. Shirts must always be tucked in and must have sleeves.

3.10.2 Eventing athletes in the XC phase may wear any colour jodhpurs in national licensed events.

3.10.3 NAMIBIAN FLAGS earned for Team selection may only be worn for a 12-month period.

- 3.10.4 Athletes who earned a NAMIBIAN FLAG for competing at Continental Games e.g. Africa Youth Games, Youth Olympic Games, FEI World Challenges Finals may wear their Flags on their Jackets indefinitely.

3.11 **NAMIBIAN ATHLETES REPRESENTING NAMEF/NAMIBIA ABROAD**

Namibian athletes intending to represent NAMEF or Namibia at International Events outside the Namibian borders must inform the NAMEF Secretariat accordingly, and the invitation in respect of their participation shall be endorsed by the NAMEF Secretariat.

- 3.11.1 The application for approval must be submitted to NAMEF at least 45 days prior to departure and is subject to an endorsement by NAMEF and the Namibia Sports Commission
- 3.11.2 Non-compliance with rules 3.11 will result in disciplinary action by NAMEF.
- 3.11.3 The onus rests with the athlete to inform NAMEF, in writing, of the results of the relevant competitions to earn grading points. Proof of the results shall be submitted to the grading secretary of NAMEF.
- 3.11.4 Chef 'd Equip: See FEI 120

3.12 **GUEST ATHLETES, OFFICIALS AND HORSES FROM ABROAD PARTICIPATING IN NAMIBIA**

Guest athletes and horses from other countries affiliated to the FEI may participate in Namibia subject to the following conditions:

- 3.12.1 The athletes shall become a member of a NAMEF-registered equestrian club, as well as with NAMEF itself after competing at 1 event, OR if on an invitational basis between National Federations, the following will apply: -
- 3.12.1.1 They shall present a certificate from their registered National Federation, certifying that the applicant is a fully subscribed member of that National Federation.
- 3.12.1.2 A letter from the last registered Federation must be presented, confirming membership of the athlete and level of riding.
- 3.12.1.3 Proof of grading of the horse with the last Federation must be submitted, together with the relevant registration documents. The horse must have a valid passport from a FEI affiliated National Federation.
- 3.12.1.4 These documents for the athlete shall be submitted to the Organizing Committee before or on the entry closing date. The Organizing Committee shall submit a copy of these documents to NAMEF within one week after the entry closing date.
- 3.12.1.5 On receipt of the above-mentioned documentation the NAMEF Executive Committee shall grant permission to the applicant to participate in Namibia.
- 3.12.2 Invitations extended to Foreign Officials as may be required by the FEI or NAMEF must be forwarded 45 days prior to the event to the Secretary General of NAMEF.

- 3.12.3 Officials may only officiate at National and International events if a work visa has been granted by the appropriate Namibian Authority.
- 3.12.4 **NAMEF Contributions to Teams from Abroad**
Invited teams from abroad may receive a financial contribution as determined by the NAMEF Executive Committee, provided such teams intend to officially represent their country as a National Team. This intention must be confirmed by their respective National Federation in writing and approved by the NAMEF Executive Committee. e.g. to organise a Nations Cup or similar, if appropriate.
- 3.12.5 Imported Horses of guest athletes shall compete in the grade or equivalent at which they were registered with their last Federation. Proof of grading from the last Federation must be submitted together with the relevant registration documents.

3.13 **NAMIBIAN CHAMPIONSHIP RULES**

(To be read in conjunction with rules for Show Jumping, Dressage, Eventing and Endurance respectively)

- 3.13.1 The Namibian Championships shall be held annually and should preferably be hosted towards the end of the show season.
- 3.13.2 Any registered club may apply to NAMEF not later than 4 (four) weeks prior to the AGM, to stage the Namibian Championships the following year.
- 3.13.3 At a meeting prior to the AGM, the NAMEF Executive will decide who will stage the Namibian Championships.
- 3.13.4 The Namibian Championships may be staged during a regular equestrian event or it may be a separate event. The show jumping and dressage championships may be hosted at one or separate events organized by either 1 (one) club or by 2 (two) different clubs.
- 3.13.5 The schedule for the Namibian Championships must be drawn up according to NAMEF specifications. Each category shall be held as stipulated by NAMEF. The Championships shall only take place if there are a minimum of 2 (two) athletes participating in the Championship age group.
- 3.13.6 The arenas (warm up and competition arena) shall be in an excellent condition.
- 3.13.7 There shall be a winner (Namibian champion) and a runner-up (Reserve champion) in each category as per NAMEF rule 3.7. For Endurance, refer to Endurance rules.
- 3.13.8 The Namibian Championship title shall only be awarded to athletes in possession of NAMIBIAN permanent residence/domicile or NAMIBIAN citizenship.
- 3.13.9 A Veterinary horse inspection is compulsory for all competing horses before the first competition of a Championship.

3.13.10 The announcement of the Ground Jury members is compulsory before the start of an event and shall be published in the program. Any changes shall be approved by NAMEF.

3.13.11 Any athlete taking part in the Namibian Championships under the "Sport" status ("S") is eligible for the Namibian Championship award.

3.13.12 Under no circumstances, shall any horse take part in any class at a National Championship, which has been under saddle by anyone other than the entered athlete or athletes during that event. However, exception to this rule is, if a horse is ridden by two different athletes in two different disciplines each athlete may warm up the horse for his/her discipline.

3.13.13 For all Championships disciplines the minimum qualification criterion must be reached:
 Dressage - minimum of 60%
 Show Jumping – no elimination or scratching in any of the qualifying classes
 Eventing – minimum of 60% Dressage and completed Jumping & XC.

3.14 **NAMIBIAN CHAMPIONSHIPS, NAMEF & OTHER TROPHIES AWARD CALCULATIONS**

Any athlete participating under the "Sport" status ("S") will be eligible for the annual NAMEF awards.

3.14.1 General

3.14.1.1 **Children:**

Athletes/horses are eligible for awards from level-N in dressage, level-90cm in show jumping and EV 85 in Eventing

3.14.1.2 **Juniors:**

Athletes/horses are eligible for awards from level-E in dressage, level-1.00m in show jumping and EV 85 in eventing

3.14.1.3 **Adults:**

Athletes/horses are eligible for awards from level-E in dressage, level-1.10m in show jumping and EV 95 in eventing.

3.14.1.4 From level-E Dressage competitions and higher, the athlete/horse shall be scored according to the table under rule 5.11.13.

3.14.1.5 In Show Jumping competitions, the athlete/horse shall be scored according to the table under rule 3.14.6.

3.14.1.6 In Eventing Competitions, the athlete/horse shall be scored according to the table under rule 3.14.6. The Namibian Eventing Championships scores additional bonus points as per rule 6.10 below.

3.14.2 Most Successful Athlete of the Event Season

3.14.2.1 For the assessment of this prize, all events and competitions participated in by an athlete for one event season are considered, subject to the limitations of rule 3.14.6.

3.14.2.2 For "Event Season" see definitions.

3.14.3 Qualification Requirements for Top-Ten Competitions

3.14.3.1 For the assessment of the qualification for such a discipline, all events and competitions participated in by an athlete during the event season, are considered.

3.14.4 Trophies for an Event

3.14.4.1 It shall be specified in the schedule and event program, which competitions count for the respective trophies and as per 3.5.15.

3.14.5 Returning of NAMEF Floating Trophies

3.14.5.1 in order to safeguard the NAMEF trophies, any trophy won at an event shall remain in the possession of NAMEF. The trophy may be temporarily handed over to the winning Athlete at the prize giving for a photo opportunity but must be returned to the NAMEF representative before the start of the next competition or by no later than the conclusion of the event.

3.14.5.2 any trophies won during the year will again be handed over at the annual NAMEF Awards function (if hosted) but will thereafter remain in the possession of NAMEF.

3.14.5.3 NAMEF, or the Organizing Committee, may elect to hand over an alternate trophy, such as a medal or similar, which the winning Athlete may keep.

3.14.6 Table for Rating:

- CATEGORIES ARE CHILDREN, JUNIOR, ADULT refer to Article 3.14.1
- ONLY TOP 10 PLACED WILL SCORE POINTS
- MSA POINTS FOR DRESSAGE WILL ONLY BE AWARDED FOR SCORES FROM 60% OR HIGHER

SHOW JUMPING

PLACING	J 80	J 90	J 1.00	J 1.10	J 1.20	J 1.30
1	10	12	14	16	18	20
2	9	11	13	15	17	19
3	8	10	12	14	16	18
4	7	9	11	13	15	17
5	6	8	10	12	14	16
6	5	7	9	11	13	15
7	4	6	8	10	12	14
8	3	5	7	9	11	13
9	2	4	6	8	10	12
10	1	3	5	7	9	11

EVENTING

The scoring for Namibian Eventing Championships must be calculated according to the table below **and** Article 6.10

PLACING	EV 75	EV 85	EV 95	EV 1*	EV 2*
1	10	12	14	16	18
2	9	11	13	15	17
3	8	10	12	14	16
4	7	9	11	13	15
5	6	8	10	12	14
6	5	7	9	11	13
7	4	6	8	10	12
8	3	5	7	9	11
9	2	4	6	8	10

10	1	3	5	7	9
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DRESSAGE

The scoring for the Namibian Dressage Championships will be calculated as per NAMEF Rules & Regulations 5.11.13 and not as per the table below.

PLACING	Novice	Elementary	Elementary Medium	Medium	Advanced	Prix St George
1	10	12	14	16	18	20
2	9	11	13	15	17	19
3	8	10	12	14	16	18
4	7	9	11	13	15	17
5	6	8	10	12	14	16
6	5	7	9	11	13	15
7	4	6	8	10	12	14
8	3	5	7	9	11	13
9	2	4	6	8	10	12
10	1	3	5	7	9	11

3.15 LEGAL SYSTEM & CORRESPONDENCE

3.15.1 Preamble

The legal system provides a mechanism through which a protest may be lodged, or an appeal may be noted, inter alia:

- 3.15.1.1 The legal powers and responsibilities of officials and bodies appointed under the National Rules.
- 3.15.1.2 A scale of penalties.
- 3.15.1.3 A procedure for lodging protests, actions or behaviour of individuals or bodies under the jurisdiction of NAMEF.
- 3.15.1.4 The Constitution of the Namibian Equestrian Federation (NAMEF) shall not be affected by the under-mentioned rules.
- 3.15.1.5 The disciplinary rules shall be read in conjunction with the FEI framework rules.

3.15.2 Ground Jury (GJ): Duties

The Ground Jury shall consist of a President of the GJ and several Judges from the relevant categories of judges. The GJ is responsible for the technical judging of all competitions.

- 3.15.2.1 Members of the GJ shall immediately act regarding matters pertaining to wrong decisions or witnessing offences by NAMEF members, by endeavouring to resolve the matter based on the relevant NAMEF or FEI rules. Formal protests shall not be resolved or settled by means of discussions and/or negotiations.
- 3.15.2.2 The Ground Jury (GJ) shall be available throughout the event
- 3.15.2.3 All protests involving Veterinarian matters shall be dealt with in the presence of the Veterinarian delegate at the event, together with the Ground Jury.
- 3.15.2.4 The GJ may impose the following penalties and sanctions:
- A warning
 - A fine as determined by the National Federation
 - Elimination or disqualification of an athlete/horse from a competition or from the event
 - A Yellow Card
- 3.15.2.5 Decisions may be delivered orally or in writing to the parties concerned. Cases involving penalties shall be recorded and forwarded to the Secretary General of NAMEF.
- 3.15.2.6 There shall be no appeal against a decision taken by the Ground jury (GJ) during a competition.
- 3.15.2.7 Only after a competition is finalized will an appeal be entertained. The appeal must reach the GJ within 1 (one) hour after the completion of the competition.
- 3.15.3 Appeal Committee: Duties**
- 3.15.3.1 An Appeal Committee shall be appointed by a NAMEF representative, in conjunction with the Organizing Committee, once an appeal has been lodged. Only competent and unbiased persons shall be nominated to investigate the appeal.
- 3.15.3.2 An Appeal Committee has the authority to decide on the following matters:
- 3.15.3.2.1 Appeals against the decisions of the GJ.
- 3.15.3.2.2 Protests addressed to the Appeal Committee or referred to it by the GJ.
- 3.15.3.2.3 All matters which are beyond the jurisdiction of the GJ.
- 3.15.3.2.4 Reports of Passport irregularities in accordance with these NAMEF Rules.
- 3.15.3.2.5 The Appeal Committee may impose the fines as determined by the FEI Sanction rules.
- 3.15.3.2.6 Decisions by the Appeal Committee on appeals pertaining to decisions by the GJ shall always be final and binding.
- 3.15.4 Protests**
- 3.15.4.1 Officials shall immediately act regarding matters pertaining to incorrect decisions or witnessing offences by a NAMEF registered Athlete, by endeavouring to resolve the matter based on the relevant NAMEF or FEI rules. Formal protests shall not be resolved or settled by means of discussions and/or negotiations.
- 3.15.4.2 A protest may be lodged against an individual or bodies for failure to observe the NAMEF and/or FEI Statutes, General Regulations or Sport Rules.

- 3.15.4.3 All protests shall be delivered in writing, signed by the President of the Ground Jury, within 1 (one) hour of the alleged incident, together with supporting evidence and proof of payment.
- 3.15.4.4 Protests regarding matters which have not occurred during or in direct connection with a NAMEF graded event and which were not known until after the end of the event, shall be lodged with the National Federation Secretary General within 14 (fourteen) days after the end of the relevant event, together with proof of payment.
- 3.15.4.5 Any person lodging a protest shall, if and where possible, secure witnesses to the incident and any other form of evidence and submit it to the relevant body before the protest is lodged.
- 3.15.4.6 Protests to the Ground Jury or the Appeal Committee shall be presented within the applicable time limit to the President of the Ground Jury or the President of the Appeal Committee, together with the applicable/prescribed deposit.

3.15.5 Reports

The President (Chief Judge) of the Ground Jury of each discipline is required to send reports from the officials of the event (inclusive of the Course designer and Stewards) to the NAMEF Secretary General & the relevant Club President at the conclusion of an event (within a 15-day period). All Incident reports must be sent to NAMEF within 48 hours after the event.

3.15.6 Appeals

- 3.15.6.1 For International Events, the Appeal Committee shall be appointed by NAMEF in conjunction with the Organising Committee prior to the event.
- 3.15.6.2 An appeal regarding decisions taken/sanctions imposed during an event must be submitted to the Ground Jury in writing (no verbal objections will be accepted) within 1 (one) hour of the announcement of the sanction(s)/decisions, together with the prescribed deposit. The deposit shall be refundable if the appeal is successful.
- 3.15.6.3 The decisions taken by the appointed Ground Jury in respect of a violation shall be final, except in cases where the participation of an owner, an athlete or a horse is being suspended for longer than the current event, in which case the matter shall be referred to the NAMEF Executive Committee.
- 3.15.6.4 An appeal against sanctions outside of events (e.g. failure to meet a deadline) shall be submitted in writing to the NAMEF Secretary General within 4 (four) weeks/30 (thirty) days after notification of said sanctions and accompanied by a deposit as determined by NAMEF. Thereafter the appeal shall be considered and deliberated by the NAMEF Executive Committee. The deposit shall be refundable if the appeal is successful.
- 3.15.6.5 An appeal against a decision in accordance with NAMEF rules may be submitted in writing to the NAMEF Secretary General within 4 (four) weeks after notification of the decision, together with a deposit as determined by NAMEF. The deposit shall be refundable if the appeal is successful.
- 3.15.6.6 The appeal shall be heard and deliberated at an extraordinary meeting of the NAMEF Executive Committee.

3.15.7 Suspension

- 3.15.7.1 Failure to pay any monies due to NAMEF, or to a club affiliated to NAMEF (e.g. Entry fees), will result in the imposition of a suspension to participate in respect of all events as follows:
 - 3.15.7.1.1 In respect of a horse owner: against all his/her horses.
 - 3.15.7.1.2 In respect of an athlete, against all his/her horses.
- 3.15.7.2 The decision by the NAMEF Executive Committee in respect of matters referred to it as provided under rule 3.15 shall be final, except in matters where the owner, athlete or horse(s) are suspended from participation in equestrian competitions.

3.15.8 Deposits

- 3.15.8.1 Protests and appeals to the Ground Jury or the Appeal Committee shall be accompanied by a deposit, payable to the National Federation, for the amount determined annually by the National Federation, at the AGM.
- 3.15.8.2 No deposit is required for reporting horse abuse of any nature.
- 3.15.8.3 The payment of the deposit is a pre-requisite to establishing the jurisdiction of the applicable body.

3.16 VETERINARY MATTERS

- 3.16.1 The Organizing Committee shall appoint a Treating Veterinarian at all official events to be available for any emergency treatment during the event.
- 3.16.2 It is compulsory for all Organising Committees, when hosting FEI events, to give preference to Namibian FEI officials and veterinarians on invitation, before inviting officials or veterinarians from other Federations.
- 3.16.3 Any veterinary treatment or medication administered or applied to a horse within 10 (ten) days preceding an event shall be reported to the President of the GJ, in writing on the prescribed form (Annexure E), before the commencement of the event.
- 3.16.4 The President of the GJ shall decide, in consultation with the Treating Veterinarian, whether the horse shall be allowed to compete at the event. The Ground Jury's decision shall be final and irrevocable.
- 3.16.5 The President of the GJ shall be informed in writing (Annexure D) regarding the use of acupuncture or any other form of alternative therapy on a horse during the period of an event. Acupuncture that involves the administration of a local anaesthetic or other injectable substance **is expressly forbidden**.
- 3.16.6 Any horse that recovers from illness or injury immediately prior to, or during an event, shall be reported to the President of the GJ. The GJ shall decide, in consultation with the Treating Veterinarian, whether the horse may compete or continue to compete in the event.
- 3.16.7 The Veterinarian shall advise the GJ regarding any horse welfare or safety concerns in relation to any aspect of the event which are unacceptable, and shall make appropriate recommendations.
- 3.16.8 The control of prohibited substances is governed by the FEI Veterinary Rules.
- 3.16.9 Veterinary Horse Inspection

Where a veterinary horse inspection is compulsory (e.g. Namibian Championships), or is prescribed in the schedule of events, the costs involved shall be borne by the Organizing Committee. These costs may be included in the entry fee.

3.16.10 Doping Control

- 3.16.10.1 All costs involved in any doping control during an official event prescribed by NAMEF or agreed to by the organiser of an event and NAMEF, will be borne by the Federation.
- 3.16.10.2 Should a test prove positive, the person responsible for the horse is liable to refund NAMEF for the costs of the doping test.
- 3.16.10.3 EADCMP testing facilities must be provided for at each event.
- 3.16.10.4 Refer to Annexure E for correct protocol for Doping controls

3.16.11 Prohibited Substances

- 3.16.11.1 The use of any substance or method which is (or which potentially is) harmful to the horse`s health or enhancing to its performance is **strictly forbidden**. The precise rules concerning prohibited substances and medication control are laid down in the FEI Veterinary Rules (ref: www.fei.org/fei/cleansport)
- 3.16.11.2 Any horse found to contain a prohibited substance in any of its tissues at an event as the result of a Medication test, is automatically disqualified from the event, together with the athlete, and the classification adjusted accordingly, unless the GJ has authorized, in writing, the horse to participate or continue to participate in the event under such circumstances.

3.16.12 Equine Influenza Vaccination

- 3.16.12.1 All vaccines shall be administered by a Veterinarian and shall be recorded in the horse passport, including vaccination date, vaccine name, batch number and veterinarian`s signature.
- 3.16.12.2 At any NAMEF events (unlicensed or licensed) all horses shall adhere to Equine Influenza vaccination protocol.
- 3.16.12.3 Equine Influenza vaccinations are to be administered as follows:

Table 1: Summary of Equine Influenza vaccination requirements for horses competing in events:

Vaccination	Protocol	Eligibility to Compete
Primary Course	1st vaccination: day 0 (e.g. 1 January). 2nd vaccination: day 21-92 (e.g. 1 February).	May compete 7 days after the 2nd vaccination.
First Booster	Within 7 months of the 2nd vaccination of the primary course (e.g. 1 August)	May compete for 6 months +21 days after the 2nd vaccination of the primary course. Must not compete in the 7 days after receiving a vaccination.
Boosters	MINIMUM: within one year of previous booster vaccination. COMPETING: must be within 6 months +21 days before arrival at the event.	Must have been vaccinated within the 6 months +21 days before arriving at the event.

		Must not compete in the 7 days after receiving a vaccination.
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3.16.12.4 In the event of horses in the primary course participating at events, a letter from the Veterinarian must be submitted to the OC confirming the status.

3.16.13 African Horse-sickness (AHS) Vaccination

Any horse competing at any National or International event, inclusive of ungraded events must be vaccinated against AHS at intervals not exceeding 12 months. It is recommended that all Vaccinations be administered between 1 June to 31 October annually. It is recommended that all AHS Vaccinations must be completed by the 31 October every year.

3.16.13.1.1 All vaccines must be administered by a Veterinarian and shall be recorded in the horse passport, including vaccination date, vaccine name, batch number and veterinarian's signature.

3.16.13.1.2 The recommendation of the Veterinary Association of Namibia pertaining to the best vaccination period for AHS shall be followed.

3.17 OFFICIALS

3.17.1 All officials (National & FEI) must register with NAMEF annually as determined by the AGM annually.

3.17.2 Licensed events may only be officiated by NAMEF or FEI officials.

3.17.2.1 NAMEF registered officials must officiate at a minimum of 3 (three) events per year to remain on the NAMEF panel, failing which he/she will have to re-apply.

3.17.2.2 An official must declare any conflict of interest to the Organising Committee in writing, prior to the competition or ride, which shall include:

- a. Where a horse participates of which he/she is the owner.
- b. When an athlete participates to whom he/she is related.
- c. Athletes and/or horse participate that are permanently trained by him/her.

4. **SHOW JUMPING RULES**

4.1 **GENERAL RULES FOR SHOW JUMPING COMPETITIONS**

The Ground Jury for a graded event shall consist of:

- (one) NAMEF level 2 (or higher) judge, or any higher qualified judge from elsewhere.
- (two) applicant and/or NAMEF level 1 judges from the NAMEF judges list
- (one) steward

4.2 **ARENA RULES**

Refer to FEI jumping rules:

- 4.2.1 In beginners and 70cm level jumping competitions, the Organising Committee and/or ground jury may allow a mounted inspection of the course.
- 4.2.2 In respect of all other jumping competitions, the athletes shall only enter the competition arena on foot for the purpose of the official course inspection.
- 4.2.3 The GJ may permit an additional course inspection by the athletes (e.g. before a second round).

4.3 **WARM-UP ARENA (SCHOOLING ARENA)**

The following shall be applicable in addition to the FEI rules:

- 4.3.1 Wherever possible, the warm-up arena shall consist of 2 (two) separate fenced-off areas but not necessarily situated next to each other:
 - 4.3.1.1 An area where all horses and athletes can warm up, irrespective of starting order and competition, called the “Exercising Area”. In this area no practice jumps shall be provided.
 - 4.3.1.2 An area where a maximum of the next 6 (six) participants in the starting order as indicated in the official program of events may exercise and jump the practice jumps provided, called the “Warm-up jumping area”. (depending on the size of area, the steward may allow less competitors). The safety of athletes and horses and the prevention of accidents are the reasons behind this recommendation.

- 4.3.1.3 The area described under rule 4.3.1.2 hereof shall be strictly controlled by the steward referred to in rule 4.1 hereof.
- 4.3.2 FEI article 256 1.4 is amended to read as follows, in respect of all events staged in Namibia:
- 4.3.2.1 Wearing of Protective Headgear is compulsory for anyone jumping a horse, including members of the armed services, police, and gendarmerie, members of military and national studs. FEI 256
- 4.3.2.2 When mounted, protective headgear secured by a three-point retention harness, is compulsory for juniors and children and is recommended for all athletes.
- 4.3.2.3 When mounted, only shoes or boots with heels are permitted.
- 4.3.3 The Organizing Committee or course designer shall make provision for one upright obstacle and one spread obstacle in the “Warm-up jumping area”, from which the athletes shall enter the competition arena. The obstacles shall be orderly flagged and may only be jumped from one side, as indicated by the flags.
- 4.3.4 The construction of the jumps shall be in accordance with the standard prescribed to the respective class. The measurements (height and spread) may not exceed the prescribed standard of the competition in progress by more than 10 (ten) cm in height and width.
- 4.3.5 The construction of obstacles shall be in accordance with the Rules in the FEI “Manual for Stewarding”.
- 4.3.6 Offences in the Warm-Up Arena

At the discretion of the Organising Committee or the ground jury, an athlete may incur up to the maximum penalty if found guilty in respect of any of the following offences:

- 4.3.6.1 Rapping of any kind - no part of any jump may be held by any person.
- 4.3.6.2 Riding purposefully into an obstacle.
- 4.3.6.3 Jumping an obstacle in the wrong direction.
- 4.3.6.4 Intentionally overstraining a horse by jumping the practice obstacle(s) in the “Warm-up Jumping Area” excessively.
- 4.3.6.5 Utilization of inappropriately severe bits and painful or unnecessary “pulling in the mouth”.
- 4.3.6.6 Utilization of spurs that are inappropriately severe; whips exceeding the permitted length of 75 (seventy-five) cm from top to end and any other equipment that is generally not permitted.
- 4.3.6.7 Punishing a horse excessively, e.g. using the spurs until the horse is bleeding, beating, or hitting the horse with the whip on the neck or its head, etc.
- 4.3.6.8 Reckless behaviour of athletes or other persons towards athletes or other persons.
- 4.3.6.9 Jumping without Protective Headgear, riding boots or riding bootless or without proper footwear with heels.
- 4.3.6.10 Raising the measurements of the practice jumps to beyond the standard of the course to be jumped.
- 4.3.6.11 Behaving in such a manner that a smooth execution of a competition is impeded.
- 4.3.6.12 Rules 4.3.6.1 to 4.6.3.11 are also applicable in the jumping arena.

4.3.7 Supervision in the Warm-Up Area

- 4.3.7.1 To provide supervision, the Organizing Committee shall appoint a steward, at the entrance control point, to control the “exercising and jumping areas” and the athletes within these areas. Stewards shall preferably be appointed from amongst the GJ candidates on the relevant NAMEF list.
- 4.3.7.2 The stewards supervising the entrance control point shall enforce compliance with the rules.
- 4.3.7.3 Every athlete is obliged to report any offence, especially if the offender does not heed a warning for any infringement.

4.4 **SADDLERY**

Refer to FEI jumping rules

4.5 **PARTICIPATION**

- 4.5.1 Children, juniors, and adults may compete together in one competition.
- 4.5.2 Each athlete and each horse must have a registered level..
- 4.5.3 For a graded and ungraded events, unless otherwise stated in the schedule, athletes can enter as follows:
 Option 1: the “entry level” of the competitor; OR
 Option 2: a maximum of 2 levels higher than the lowest graded level of the competitor; OR
 Option 3: a maximum of 2 levels lower than the registered level of the competitor
- 4.5.3.1 The athlete may enter in different levels on the schedule entry form before an event.
- 4.5.3.2 Changing levels during an event from one jumping level to another is generally permitted according to the following rules:
- Another competition of the same type is cancelled on the same day.
 - The change is permitted according to option 1, 2 or 3.
- 4.5.3.3 All changes in entry levels during an event must be confirmed with the officials at the entry box, 1 (one) hour prior to the starting time as per the event programme.
- 4.5.4 Derby Type Competitions:
 These types of competitions are NOT permitted for levels lower than 90cm. 70cm & 80cm competitors wishing to compete in a derby type competition at an event shall compete in at least the 90cm class for the entire event.
- 4.5.5 Open Class (1.20m / 1.30m):

- Athletes entered in the Open Class shall be listed in the program according to their entry level. However, following the course inspection for each competition, athletes:
- may select at which level they will compete.
- The starting order for each competition shall be taken into consideration.
- Horses and athletes will only be awarded grading points if riding at their registered level or higher.

4.6 **GRADING**

4.6.1 Grading of Show Jumping Competitions

The following show jumping competitions, with courses built according to the standard of that competition, shall be graded:

4.6.1.1 **Competitions with 1 (one) round only:**

NAMEF 4.8.1.2	-	AM8 (faults and ideal time)
FEI 238 1.1,2.1	-	Table A (one round faults & fastest time)
FEI 239	-	Table C (one round, faults into time)
FEI 263	-	Hunting competition (Table C, faults into time)
FEI 271	-	Take your own line
FEI 274	-	Competition in two phases (Clear on first 8 continues to finish) The first 8 jumps AND the following jumps (jump-off) are 1 round

4.6.1.2 **Competitions with 1 (one) or more rounds:**

NAMEF 4.8.1.1	-	AM 7
FEI 238 1.2,1.3,2.2,2.3	-	Table A – (AM3, 4, 5 and 6)
FEI 269	-	Accumulators
FEI 273	-	Competition over 2 rounds
FEI 275	-	Competition in Group with winning round
FEI 276	-	Competition with two rounds and winning round
FEI 277	-	Derby
FEI 278	-	Competition over Combinations

4.6.1.3 Subject to the provisions in rules 4.6.3 a maximum of 1 (one) grading point per competition shall be awarded.

4.6.1.4 Definitions:

- 4.6.1.4.1 ROUND: The completion of a prescribed number of obstacles from start to finish.
- 4.6.1.4.2 PENALTIES: A knock down (FEI 217), disobedience (FEI 219) or time penalties are defined as penalties (FEI 216).
- 4.6.2 Athletes and horses are graded in level of performance.
- 4.6.3 When an athlete/horse competes successfully in a competition scheduled in their registered level OR higher, then the athlete/horse is awarded a grading point in their registered level. Successful means a clear round.
- 4.6.4 Athletes and/or horses competing in their registered level during an event shall be awarded grading points achieved in the respective level. Any points achieved in the next two higher levels during the event shall be awarded at that registered level.
- 4.6.5 Athletes and/or horses competing in any level lower than the registered level during an event shall receive no grading points in their registered level.
- 4.6.6 A competition shall be graded according to rule 4.6 unless the ground jury of a competition have decided NOT to grade such a competition for whatsoever reason. The reason shall be clearly announced and written on the official score sheet.
- 4.6.7 From jumping level 70cm and upwards, all competitions are graded, except competitions specified otherwise in the schedule.
- 4.6.8 No additional grading points are awarded for places.
- 4.6.9 Once the maximum points (20 grading points) is reached in a particular level, the athlete and/or horse shall advance to the next level.
- 4.6.10 No grading points shall be awarded for competitions held on qualification OR invitation only.
- 4.6.11 Change of Grading Level:
- 4.6.11.1 Upgrading
- 4.6.11.1.1 Horses and athletes may, with the annual re-registration, as from 1 January each year, register into the next higher level with zero points, irrespective of points accumulated in the current level.
- 4.6.11.1.2 If the athlete and/or horse wishes to upgrade during the year, then a written application must be made to the Executive Committee, detailing the reason/s why.
- 4.6.11.2 Downgrading
- 4.6.11.2.1 Downgrading horses by 1 (one) level will be considered:
- a. On written application and approval by the NAMEF Executive Committee, including:
- Proof, that the horse did not compete in any graded event during the past 12 (twelve) months OR
 - Motivation and proof that the horse was unsuccessful in the registered level for 3 (three) consecutive graded events.

- Unsuccessful means: The horse did not complete any jumping course e.g. was eliminated
- Presentation of a Veterinary certificate.

- 4.6.11.2.2 Downgrading by more than 1(one) level will be considered:
- a. On written application and approval by the NAMEF committee, horses that have not competed at any official event of any FEI affiliated federation for more than 2 consecutive years, may be re-registered at any desired level. The last registration details shall be included with the application of registration.
 - b. Athletes may be downgraded to the requested level on application, including motivation and proof that the athlete has not participated in any event for the last 3 (three) years.

4.7 **NAMIBIAN SHOW JUMPING CHAMPIONSHIPS**

To be read in conjunction with rule 3.13 & 3.14

- 4.7.1 The Namibian Show Jumping Championships will be offered as follows: -
- 4.7.1.1 The Namibian National Show Jumping Championship is open to all athletes registered with NAMEF.
 - 4.7.1.2 The categories are Children, Junior and Adult
 - 4.7.1.3 The Championship shall consist of 3 (three) individual competitions:
 - 4.7.1.4 One competition to be judged in accordance with FEI article 238.2.2.
AND
One speed competition under Table A, such as FEI 238 2.1. or combined jumping competition. **AND**
One competition over 2 (two) rounds (FEI article 273 2.1 and 3.3.2) (without jump off) OR FEI 273 3.4.2 (with jump off).
 - 4.7.1.5 Each competition shall be judged individually with an individual prize-giving.
 - 4.7.1.6 In the case of equality of points, the winner will be determined as follows:
 - 4.7.1.6.1 All penalties, of all 3 (three) competitions, are added up and in the event of equality of penalties, the time of the speed competition and the counted time of the competition over 2 rounds are added up.
 - 4.7.1.6.2 In the event of further equality, the time of competition 1(one), first round, not jump-off time, shall determine the winner.
 - 4.7.1.6.3 The winner shall be the athlete with the lowest penalties and the fastest time.
 - 4.7.1.6.4 Order of starting for the first round of competition 3 (three) is determined by the Championship standing after competition 1 (one) and 2 (two) on the reverse order of penalties and the time from competition 2 (two).
- 4.7.2 **NAMIBIAN NATIONAL CLUB TEAM CHAMPIONSHIP – Show Jumping**
A club may enter more than one team.
- 4.7.2.1 Teams must consist of a minimum of 3 (three) athletes (max of 4) of which 2 (two) must be registered with the same NAMEF affiliated club.

- 4.7.2.2 Clubs must nominate their teams 1 (one) hour after the horse inspection, in writing, together with the entry fee
- 4.7.2.3 No changes can be accepted after the entry fee has been paid, and the entry is non-refundable.
- 4.7.2.4 Prize money is for the discretion of the OC.
- 4.7.2.5 A Team Champion and Reserve Champion will be awarded.
- 4.7.2.6 Teams may compete with club numnahs and club shirts.
- 4.7.2.7 Standards and heights for courses in Club Team Championships are to be determined by NAMEF.
- 4.7.2.8 The Team Championships shall ONLY be held if at least 2 (two) teams are entered into the competition.
- 4.7.2.9 Team competitors may consist of athletes from different graded levels.
- 4.7.2.10 The competition shall be judged under Table A and the three best results of a team shall count. This shall be a separate competition in the schedule.

4.8 **SPECIAL NAMEF RULES REGARDING SHOW JUMPING COMPETITIONS**

In accordance with FEI article 260.2, Organising Committees may provide for new types of competitions.

NAMEF has developed the following “Namibian” Rules:

- 4.8.1 NAMEF Rules based on FEI Article 238 “Table A” and Article 239 “Table C”
These rules may only be applied in respect of beginner and lowest level competitions:
 - 4.8.1.1 **AM 7**
The first round shall not be ridden against the clock, however with a maximum time allowed. In the event of equality of penalties in the first round there will be a jump-off on ideal time at a speed of 350m/min. The winner shall be the athlete with the lowest score of penalties closest to the ideal time. In the event of less athletes participating in the jump-off than there are placings (as indicated in the schedule of an event), athletes who did not qualify to participate in the jump-off shall be placed according to their penalties in the first round and in the event of equality of penalties, shall receive the same placing.
 - 4.8.1.1.1 When exceeding the time in competitions based on ‘Ideal Time’, the first few seconds more than the ‘Ideal Time’ shall not be penalised. These allowed seconds are based on the length of the course. For every 100m or part thereof, of the first-round course length, the allowance is 1 (one) second, (e.g. for a course with a length of 260 (two hundred and sixty) meters the time allowance is 3 (three) seconds).
 - 4.8.1.1.2 If the allowed time is exceeded, time penalties are applied at 1 (one) fault per second or part thereof for the time exceeding the allowance.
 - 4.8.1.1.3 In the case of 2 (two) or more athletes exceeding (without incurring time penalties) or underscoring the ideal time, by the same number of seconds, the winner will be the athlete with the faster time.
 - 4.8.1.2 **AM 8**

Only one round ridden. The winner shall be the athlete with the lowest score of penalties closest to the ideal time. (No jump-off.)

- 4.8.1.2.1 When exceeding the time in competitions based on 'Ideal Time', the first few seconds more than the 'Ideal Time' will not be penalised. These allowed seconds are based on the length of the course. For every 100m or part thereof, of the course length, the allowance is 1 (one) second, (e.g. for a course with a length of 260 (two hundred and sixty) meters the time allowance is 3 (three) seconds)
- 4.8.1.2.2 If the allowed time is exceeded, time penalties are applied at 1 (one) fault per 1 (one) second or part thereof for the time exceeding the allowance.
- 4.8.1.3 Competitions judged under AM 7 and AM 8:
When competitions are judged under Rules AM 7 and AM 8, the Course Designer shall take note of the following when building the course:
- 4.8.1.3.1 Compulsory turning points shall be used, marked by a white flag on the left side and/or a red flag on the right. In case of a compulsory track, the course designer shall indicate the track by way of a solid line.
- 4.8.1.3.2 The course plan shall indicate the measured track to be followed by competitors by way of a dotted line (optimal line).
- 4.8.1.3.3 One-stride combinations are not allowed.

4.8.2 Team Competitions

In view thereof that the FEI Rules in respect of Team Competitions are for higher grades than ridden in Namibia, the following ruling has been developed for team competitions in Namibia:

- 4.8.2.1 Team Competitions may take place in conjunction with:
- 4.8.2.1.1 FEI Article 268 – Relay Competitions
- 4.8.2.1.2 FEI Article 238.1.2
- Starting order: The starting order of the teams shall be drawn. The first athlete of each team starts in the order of the teams, thereafter the second athlete etc.
 - Penalties: The penalties of the best three athletes of each team are added together.
 - The winner is the team with the least penalties. In case of a tie for the first place, a jump off will take place, and each team must nominate one athlete to ride in the jump off.
 - Jump off: If the result of a team after the third athlete has competed is good enough to qualify for the jump off, the fourth athlete is not obliged to ride their round, but they may be chosen by the team to ride the jump off.
 - The winner is the team whose representing athlete scored the least penalties in the best time.
- 4.8.2.1.3 Baton Relay
- 4.8.2.1.3.1 The team members enter the arena together. The first athlete jumps their round carrying the baton

and having taken the last obstacle they hand over the baton to the next athlete and so on.

- 4.8.2.1.3.2 If, during the round or in handing over the baton to their team-mate, one of the athletes drops it, they must recover it themselves and remount without assistance, in order to pass it on to the next rider. Failure to adhere to the above shall lead to elimination of the whole team. Dismounting is not penalised, but the clock is not stopped.
- 4.8.2.1.3.3 The time of the round is taken from the moment when the 1st athlete crosses the start line until the last member of the team passes the finish line.
- 4.8.2.1.3.4 These competitions are judged under "Table A" or "Table C", according to the conditions of the schedule.
- 4.8.2.1.3.5 The elimination of a team member results in the elimination of the whole team.

4.8.2.1.4 Relays from an enclosure

- 4.8.2.1.4.1 The team of athletes enter the arena and gather in an enclosure called the base.
- 4.8.2.1.4.2 Once the 1st athlete has left the base, none of the others may leave it until the previous athlete is back in. The next athlete may only leave the enclosure when the preceding athlete is completely back inside, having completed his round. A steward must be stationed at the enclosure and an athlete leaving the enclosure during a round will result in elimination of the whole team.
- 4.8.2.1.4.3 The number of athletes in a team is determined by the schedule of the respective event but shall consist of no less than two and not more than four athletes.

4.8.3 Style Competitions

4.8.3.1 Style Jumping Competitions (in general):

- 4.8.3.1.1 Scores for the jumping style shall be given on a scale from 0 to 10, with 10 being the highest score. The winner is determined by the highest score.
- 4.8.3.1.2 Penalties are scored as follows:

Knock-down	= 0.5 penalties
First refusal	= 1.0 penalties
Second refusal	= 2.0 penalties
Third refusal	= elimination
Fall	= elimination
- 4.8.3.1.3 The penalties shall be deducted from the score achieved from the jumping style of an athlete.
- 4.8.3.1.4 A "time allowed" may be prescribed, in which case 0.1 penalties will be deducted for every second or part thereof, exceeding the "time allowed". The time limit is equal to twice

the time allowed. Athletes exceeding the time limit are eliminated.

4.8.4 Merry-Go-Round Competition (ungraded competition)

Athletes participate in pairs. The course consists of 9 (nine) to 12 (twelve) jumps. The competitors have 80 (eighty) seconds to jump the course until the bell is rung – the last jump is only taken into consideration for the score if the forelegs of the horse jumping have reached the ground at the ring of the bell. The first athlete takes jumps 1 (one), 2 (two) and 3 (three), the second athlete jumps 4 (four), 5 (five) and 6 (six), the first athlete jumps 7 (seven), 8 (eight) and 9 (nine), etc. until 80 (eighty) seconds have passed. Once the course has been completed, the athletes shall continue to jump the course again without having to pass the starting line again. Should a horse jump before the other horse has reached the ground with its forelegs after his jump, then that pair shall be eliminated. Three refusals or a fall shall also incur elimination. Penalties shall however not be calculated. Should a jump be refused but not knocked down, the athlete must attempt to jump that jump again. Should a pole be knocked down during jumping or because of a refusal, that jump is knocked down and no points will be awarded, and the next jump shall be attempted. The pair shall receive one point for each jump cleared without penalty during the time of 80 (eighty) seconds. In the event of equality of points, a jump-off with a reduced time of 45 (forty-five) seconds shall determine the winners. The first athlete must cross the starting line and after 45 (forty-five) seconds the bell will be rung. After the bell has rung, another jump must be taken for the time to be taken. The time shall be stopped when the horse touches the ground with its forelegs, but the jump taken after the bell has rung shall not be taken into consideration for the score. In the event of equality of points, the shortest time shall determine the winning pair.

4.8.5 "Mini-Maxi" Jumping Competition for Two Horses (ungraded event)

Pairs (two athletes) consisting of one adult and one junior or child athlete shall be drawn. The athletes in a pair shall jump one after another, respective parts of the course, subject to grade and as prescribed in the schedule of the event. The time shall be taken when the first horse crosses the starting line, and the clock will be stopped when the second horse crosses the finishing line.

This type of completion may be judged according to the following Rules:

- 4.8.5.1 FEI article 268 "Table A" or "Table C" or
- 4.8.5.2 NAMEF rule 4.8.2.1.3. Baton Relay or
- 4.8.5.3 NAMEF rule 4.8.2.1.4. Relay from an Enclosure

4.9 TABLES

4.9.1 Obstacle Measurements

The following obstacle measurements serve as guidelines for grading jumping competitions, whereby these measurements shall be applied to at least half of the obstacles for the competition to be taken into consideration for grading:

SHOW JUMPING – DIMENSIONS AND SPEEDS

	70	80	90	100	110	120	130
Minimum height in cm	70	80	90	100	110	120	130
Maximum height in cm	80	90	100	110	120	130	140
Oxer Maximum spread – Height + 20 cm							
Triple Bar Maximum spread – Height + maximum of 50 cm							
Speed in mpm	300	325	As per FEI	As per FEI	As per FEI	As per FEI	As per FEI

- 4.9.1.1 The recommended measurements in respect of spread obstacles refer to an ordinary spread obstacle (oxer). In respect of a “triple bar” or “Liverpool”, the spread-measurements may be increased. The permitted tolerance is up to 5cm max in height and 10cm in width (FEI 208.5)
- 4.9.1.2 At grades below 1.20m in height, it is strongly recommended that obstacles have clearly defined ground lines.
- 4.9.1.3 Jumping competitions are to be judged according to the following speed table:

Competition	Speed
70cm	- 300m/minute
80cm	- 325m/minute
90cm & higher	- FEI rule applicable

The President of the Ground Jury may, in conjunction with the chief course designer, decide to alter the speed of a competition, if special circumstances require an adjustment, e.g. unexpected weather or ground conditions.

5 RULES FOR DRESSAGE

5.1 *NUMBER OF ENTRIES*

- 5.1.1 If only one athlete has entered in a competition, the Organising Committee may allow the competition to take place, but the competitor must achieve 60% to be eligible for any prizes (including rosettes).
- 5.1.2 Should there be twenty-five or more athletes, the competition can be divided into two pools depending on the number of entries. If two different judges are being used, prize giving will have to be separate.

5.2 *STARTING ORDER*

- 5.2.1 Should an athlete have more than one horse in a competition, the order of starting will be adjusted by the Organising Committee to ensure that, whenever possible, these horses will have a gap of at least six places or thirty minutes between them where possible. Such athletes may, at the time of entry, nominate in which order they wish to ride their various horses. Failure to do this will result in the athlete having to ride the order of the draw or programme.
- 5.2.2 This provision shall not apply in team competitions where the team horse must be ridden first.

- 5.2.3 The Organizing Committee of the event shall draw the order of starting for each competition.
- 5.2.4 Only officials may allow athletes to ride out of order. The official's decision is final. Any request to ride out of order must be directed to the official judging the competition.
- 5.2.5 Organising Committees may run two classes concurrently in such a way that athletes will start the second class after completing the first one, with a rest period recommended, keeping the original order of starting.

5.3 **TESTS**

For adult and junior competitions, the same series of tests shall be used. The Organizing Committee may decide if they want to separate the prize giving between juniors and adults. For children's classes, the current Pony Riders Dressage SA and Pony Riders FEI tests shall be ridden. Only tests approved by NAMEF may be ridden at graded shows.

- 5.3.1 To qualify for grading, tests shall be selected from the current Dressage SA or FEI Official Tests. Any other tests for special events must have been approved by NAMEF.
- 5.3.2 Calling of tests
 - 5.3.2.1 In all competitions, the test may be called, unless stipulated to the contrary in the schedule. Official FEI tests shall be ridden from memory.
 - 5.3.2.2 Where a FEI test is used as warm up or qualifier, it may be called if the event schedule allows it.
 - 5.3.2.3 Only the wording of the official test may be called.
 - 5.3.2.4 Athletes shall provide their own callers.
 - 5.3.2.5 Any error in riding the test, whether by reason of faulty calling or not, shall be penalised.
 - 5.3.2.6 If the incorrect test is called, the judge shall provide the caller with a correct test and allow the athlete to continue the test after deducting a mark for "Error of Course".

5.4 **JUDGES AND OFFICIALS**

- 5.4.1 Judges shall be appointed by the Organizing Committee and, where there is more than one judge, the Organizing Committee shall nominate the President of the GJ. Competitions at graded shows may only be judged by NAMEF, or equally qualified Judges from FEI affiliated countries.
- 5.4.2 NAMEF registered judges must judge a minimum of 3 (three) competitions per year to remain on the NAMEF judges' panel. If the judge did not judge for a time of one (1) year, he/she will have to re-apply to NAMEF to re-join the judge's panel.
- 5.4.3 Should the prescribed level of judges not be available, permission shall be obtained from NAMEF, to use a judge on the next lower level. Subject to Rule 5.10.4, if no judge present is suitably qualified, the competition may still be hosted, but is not graded. To still obtain grading status, a suitably qualified judge must be present and must be seated at C. This means that a lower qualified judge may judge together with a suitably qualified judge (seated at C) to still be considered a graded competition.

- 5.4.4 If possible, at least 2 (two) qualified judges should be appointed in respect of every competition. (However, if not enough judges are available, the OC can make use of only one judge per competition in National Classes). Training tests and Preliminary tests may be judged by a panel of judges and an overall mark may be given.
- 5.4.5 A Judge candidate should function as an additional judge whenever possible. His/her scores shall not be taken into consideration for the placement of competing athletes. His/her evaluation as noted in his/her score sheets shall be discussed with the official judge(s) at the end of the competition.
- 5.4.6 All dressage competitions staged at licenced events shall be conducted, judged, and marked in accordance with FEI rules, except if there is an exception in the NAMEF rules.
- 5.4.7 A judge shall preferably NOT judge a competition where:
- 5.4.7.1 A horse participates of which he/she is the owner.
 - 5.4.7.2 An athlete participates to whom he/she is related.
 - 5.4.7.3 Athletes and/or horse participate that are permanently trained by him/her.
- 5.4.8 A Conflict-of-Interest declaration must be signed by an official if any of the above rules comes into play.
- 5.4.8.1 The Organising Committee should pay special attention to the above when appointing officials to competitions.

5.5 **MARKING**

Where marks of below 6 are awarded, Judges are obliged to record their reason why the mark was given, next to the movement, on the test sheet.

- 5.5.1 Collective marks are awarded after the athlete has completed his performance for:
- Paces (freedom, regularity, evenness, and lengthening)
 - Impulsion (rhythm + cadence, desire to move forward, elasticity of steps, suppleness of the back, engagement of the hindquarters),
 - Submission (attention and confidence, harmony and ease of the movements, acceptance of the bridle, lightness of the forehand)
 - Position and seat of the rider (correct use of the aids)
- 5.5.2 Preliminary tests have different categories.

5.6 **EXECUTION OF TESTS**

- 5.6.1 "ERROR OF COURSE"
- Every "error of course", whether the bell was sounded or not, must be penalised:
- The first time by 2 points.
 - The second by 4 points.
 - The third time eliminated.

If the jury has not noticed an error, then the athlete will not be penalised.
Refer to Dressage annexure for more detail.

5.6.2 **Rising & Sitting Trot**

Errors made contrary to test instructions shall be penalised by the loss of two marks on that point (not “error of course”). However, when riding FEI tests these shall be counted as an “error of course”.

5.6.3 **Salute**

Athletes shall take the reins in 1 (one) hand at the salute.

5.7 **JUDGES SCORE SHEETS**

5.7.1 Judges' score sheets shall be available to competitors after the result of the competition has been announced/as soon as the judges have signed off the class.

5.7.2 In the event of an objection being lodged, the applicable score sheets shall be returned to the judges.

5.7.3 Judges' score sheets shall be completed, audited, and signed off prior to being handed-out to competitors.

5.7.4 It is the judge's responsibility to ensure that each score sheet has his/her name or identification symbol stated on the sheet, that every movement has a mark, that “errors of course” penalties have been correctly recorded and that each sheet bears his/her signature.

5.8 **SADDLERY**

5.8.1 Whips are allowed unless otherwise specified on the test or in the schedule.

5.8.2 National Membership Numbers must be worn during all Dressage competitions. This number must always be displayed on the left side.

5.8.3 Breastplates are allowed during National Dressage Competitions.

5.8.4 General purpose and jumping saddles may be used in the lower levels up to Elementary. Dressage saddles are compulsory from Elementary Medium level upwards.

5.9 **GRADING**

Grading of Dressage Competitions

5.9.1 Grades shall be known as:

- P - Preliminary
- N - Novice
- E - Elementary
- EM - Elementary Medium
- M - Medium

- A - Advanced

5.9.2 A horse/athlete shall be upgraded when the number of points has been accumulated as agreed and laid down as follows:

Children:

- P up to 20 points, then N
- N up to 30 points, then E
- E up to 30 points, then EM

Juniors/Adults:

- P up to 20 points, then N
- N up to 30 points, then E
- E up to 30 points, then E/M
- E/M up to 30 points, then M
- M up to 30 points, then Advanced

5.9.3 All tests currently recognised as Dressage SA or FEI tests shall be graded, except for Musical Freestyle, Young horses, Derby and Special tests.

5.10 **GRADING POINTS**

5.10.1 Points shall be awarded according to the result expressed in percentages.

5.10.2 Athletes and/or horses competing in their registered level during an event shall be awarded grading points achieved in the respective level. Any points achieved in any higher level during the event shall only be awarded at the current registered level.

5.10.3 Athletes and/or horse competing in any level lower than the current lowest grading level shall NOT earn any grading points.

5.10.4 A competition judged by judges who are not qualified to do so shall not be graded.

5.10.5 All dressage competitions from level P upwards are graded, except competitions specified otherwise in the event schedule.

5.10.6 No additional grading points are awarded for places.

5.10.7 When the maximum grading points are reached in a level then the athlete and/or horse shall advance to the next level.

5.10.8 Dressage Grading Table

Grading points are awarded to the horse and/or athlete, depending on the level of the horse and athlete. The competitor must have achieved 60% in the competition.

- | | | |
|-----------------|---|----------|
| • 60%-64.99% | = | 1 point |
| • 65%-69.99% | = | 2 points |
| • 70%-74.99% | = | 3 points |
| • 75% and above | = | 4 points |

5.10.9 Change of Grading Level

5.10.9.1 Advancing from children to junior classes

5.10.9.1.1 When a child athlete turns 14 and advances to the junior class, the athlete may, upon written request, be downgraded by one level.

5.10.9.1.2 On receipt of a written request, the athlete shall be downgraded by one level and shall start with 50% of the maximum points which can be achieved in that level.

5.10.9.1.3 The horse is not downgraded.

5.10.9.2 Upgrading

Horses and athletes may, with the annual re-registration, as from 1 January of each year, register into the next higher level with zero points, irrespective of points accumulated in the current level. Horses and athletes may upgrade during the year through a formal application to NAMEF and subject to NAMEF approval.

5.10.9.3 Downgrading

Downgrading horses by 1 (one) level may be approved by the NAMEF Sports Committee if a written application and a motivational letter is received.

5.10.10 No grading points shall be awarded for un-graded competitions.

5.10.11 Unless otherwise stated in the schedule:

In dressage competitions, children compete in their own competition. Juniors and adults may compete in the same competition.

5.10.12 Participation

For a graded event, unless otherwise stated in the schedule, competitors can enter dressage competitions according to the following options:

Option 1: Enter all competitions according to the "entry level" and ONE level lower than the "entry level" of the competitor (subject to Rule 5.10.3). OR

Option 2: Enter all competitions according to the "entry level" and ANY level higher than the "entry level" of the competitor.

5.10.13 Changing dressage entries during an event is not allowed unless the Organising Committee gives permission.

5.11 **NAMIBIAN DRESSAGE CHAMPIONSHIPS**

There shall be a Child, Junior, and Adult Championship.

5.11.1 These rules shall be read in conjunction with and are supplementary to the NAMEF rule 3.13 and 3.14.

5.11.2 The Championships shall consist of 3 (three) dressage competitions, of which the last test shall be a Musical freestyle. Athletes must compete in all three tests. There may be 1 (one) warm up competition, which does not count towards the Championships, for each class.

5.11.3 No show jumping competition may be held simultaneously whilst competition 3 (three) (Musical Freestyle) is being held.

5.11.4 In the children's category the 3rd (third) test does not need to be a Musical freestyle.

5.11.5 Each competition shall be judged individually with an individual prize-giving.

5.11.6 The competition arena shall be as per NAMEF rules and an adequate practice arena with a similar surface shall be provided (properly marked and laid out arena).

- 5.11.7 The jury shall consist of a minimum of 2 (two) judges, ideally 3 (three) judges, of which one judge SHOULD be a foreign judge (non-Namibian resident).
- 5.11.8 The Organising Committee shall appoint a qualified steward to check the saddlery and bits before the competitors enter the arena or on completion of the test.
- 5.11.9 The Organising Committee, in the presence of a NAMEF representative, shall draw the order of riding for the Championship's classes.
- 5.11.10 The order of riding for the 3rd test shall be determined by the reverse order of results of the qualifying test. The lowest mark starts first, and the highest starts last.
- 5.11.11 In the event of equality of points in the Championships, the higher collective marks will determine the Champion.
- 5.11.12 A further tie will mean that the Championships be awarded to both athletes.
- 5.11.13 A coefficient will be applied to all 3 (three) tests of the Namibian Dressage Championships. The calculation will be according to the coefficient below:
- | | |
|-------------------|---------|
| Elementary Medium | x 1.050 |
| Medium | x 1.075 |
| Advanced | x 1.100 |
- 5.11.14 The coefficient score shall not count towards the achieving of additional grading points.

5.12 ***DRESSAGE DERBY***

- 5.12.1 No horse may compete in more than one level.
- 5.12.2 To qualify for a derby, the rider/horse combination must have achieved at least 60% overall during qualification for the Derby.
- 5.12.3 For the purposes of Rule 3.4.2 the number of horses taking part in the Dressage Derby shall determine the number of Competitions for the day, meaning if 3 (three) horses take part in the Dressage Derby, then this will count as three competitions for the day. If 4 horses take part, then this counts as 4 (four) competitions for the day.
- 5.12.4 A Derby with change of horse must always be ridden in the same saddle, bridle, and bit. The order of starting will be as per the schedule with the highest qualifying athlete going last and the lowest qualifying athlete going first.
- 5.12.5 The Derby will be judged by two qualified judges for that level.

5.13 ***NAMIBIAN NATIONAL CLUB TEAM CHAMPIONSHIPS – DRESSAGE***

- 5.13.1 A club may enter more than one team.
- 5.13.2 Teams must consist of a minimum of 3 (three) athletes (max of 4) of which 2 (two) must be registered with the same NAMEF affiliated club.

- 5.13.3 Clubs must nominate their teams 1 (one) hour after the horse inspection in writing together with the entry fee
- 5.13.4 No changes can be accepted after the entry fee has been paid, and the entry is non-refundable
- 5.13.5 Prize money is for the discretion of the OC
- 5.13.6 A Team Champion and Reserve Champion will be awarded.
- 5.13.7 Teams may compete with club numnahs.
- 5.13.8 The winner is determined by the three best scores (three tests added together divided by 3). This means that the coefficient will be applied as per 5.11.13.
- 5.13.9 In the probability of a tie, the highest collective marks will determine the winner.
- 5.13.10 Team competitors may consist of athletes riding at different graded levels.

6 **EVENTING RULES**

6.1 ***STRUCTURE OF COMPETITIONS – NATIONAL LEVEL***

- 6.1.1 Competitions are defined by their formats and levels. Refer to FEI 502 and apply to all CCIS-S and CCNs.
- 6.1.2 Levels of difficulty
The levels indicate the degree of difficulty of the competition and are defined by a progressive grading system, ranging from the lowest level to the higher levels.

The levels of competition shall be known as:

• EVENTING Children	75cm	EVC75
• EVENTING Junior & Adult	75cm	EV75
• EVENTING Children	85cm	EVC85
• EVENTING Junior & Adult	85cm	EV85
• EVENTING Children	95cm	EVC95
• EVENTING Junior & Adult	95cm	EV95
• EVENTING Junior & Adult	105cm	CCN 1*
• EVENTING Junior & Adult	110cm	CCN 2*
• EVENTING Junior & Adult	115cm	CCN 3*

- 6.1.3 The parameters and dimensions applicable to each of these standards are set out in Annexure A.

6.2 ***AGE CATEGORIES***

- 6.2.1 Age of athletes
As per NAMEF rule 3.7

6.2.2 Age of horses

Horses may compete in Eventing competitions from 1 JANUARY of the calendar year in which they reach the age listed below:

- EV75 Four years
- EV85 Four years
- EV95 & CCN 1* Five years
- CCN 2* and higher Six years

6.3 **CHANGE OF GRADING LEVEL**6.3.1 Upgrading

6.3.1.1 Horses and athletes may upgrade one level if 50% of the grading points needed have been achieved and subject to the approval of NAMEF.

6.3.1.2 An athlete or horse which has acquired 6 (six) qualifying results will be upgraded automatically to the next grading level.

6.3.2 Downgrading

Horses and athletes may downgrade subject to approval of NAMEF.

6.3.3 Horses and athletes shall only receive grading points if they participate in their graded level or one level higher, in which case the grading points shall be awarded for the registered level.

Qualifying results (QR)

EV75	Completing a graded event without: - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country
EV85	Completing a graded event without: - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country - incurring more than 16 penalties at obstacles in the show jumping test
EV95	Completing a graded event without: - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country - incurring more than 16 penalties at obstacles in the show jumping test
CCN 1*	Completing a graded event without: - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country - incurring more than 45 penalty points in the dressage test - incurring more than 16 penalties at obstacles in the show jumping test
CCN 2*	Completing a graded event without: - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country - incurring more than 45 penalty points in the dressage test - incurring more than 16 penalties at obstacles in the show jumping test

CCN 3*	Completing a graded event without: <ul style="list-style-type: none"> - incurring jumping penalties in the cross-country test - incurring more than 20-time penalties in cross country - incurring more than 45 penalty points in the dressage test - incurring more than 16 penalties at obstacles in the show jumping test
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6.4 **OFFICIALS**

6.4.1 Appointment of Officials:

Officials shall be appointed by the Organising Committee for the different types and levels of competitions and in accordance with the following:

6.4.2 Technical Delegate:

The Technical Delegate shall be a member of the NAMEF panel of technical delegates. Neither the Cross Country nor the Show Jumping Course Designer may be the Technical Delegate. The Organising Committee shall appoint a Technical Delegate to officiate at every graded event.

6.4.3 Judges:

The Officials officiating at National events shall be as follows:

6.4.3.1 Dressage Test

At least 1 (one) judge selected from the NAMEF Dressage panel of judges. The Chief dressage judge shall be the President of the Ground Jury for the entire event.

6.4.3.2 Cross Country Test

The course for the cross country test shall be designed by a registered NAMEF cross-country Course designer.

6.4.3.3 Jumping Test

At least 1 (one) judge selected from the NAMEF National panel of judges. The course for the show jumping test shall be designed and built by a course designer registered with NAMEF.

6.4.3.4 Stewards

The Organising Committee shall appoint enough Stewards, appropriate to the overall number of competitors at the event and the type of event.

6.4.3.5 An Official from the Federation of another country, having similar qualifications may be used for National shows.

6.5 **TECHNICAL REQUIREMENTS FOR PARTICIPATION**

6.5.1 Horse and athlete combinations may compete one level below, one level above and at the level at which they are graded. If a horse and athlete combination have different grading levels, the effective grading level will be determined by the lower grading level of the combination.

6.5.2 All registered athletes (including the organising committee, cross-country course designer and course designer OC, XCCD and CD) may participate at NAMEF licensed events.

Participation Table for Eventing:

- EVC75 - Open to all children, athlete level EVC75, EVC85 on any horse (handicap ref. Art 6.5.3)
- EV75 - Open to all juniors & adults, athlete level EV75, EV85 on any horse (handicap ref. Art 6.5.3)
- EVC85 - Open to all children, athlete level EVC75, EVC85 and EVC95 on any horse (handicap ref. Art 6.5.3)
- EV85 - Open to all juniors & adults, athlete level EV75, EV85, and EV95 on any horse (handicap ref. Art 6.5.3)
- EVC95 - Open to all children, athlete level EVC85, and EVC95 on any horse, EVC85 or higher (handicap ref Art 6.5.3)
- EV95 - Open to all juniors & adults, athlete level EV85, EV95 and CCN 1* on any horse, EV85 or higher (handicap ref Art 6.5.3)
- CCN 1* - Open to all juniors & adults, athlete level EV95, CCN 1*, CCN 2*, on any horse, EV95 or higher
- CCN 2* - Open to all juniors & adults, athlete level CCN 1*, CCN 2*, CCN 3*, on a horse, CCN 1* or higher
- CCN 3* - Open to all juniors & adults, athlete level CCN 2*, CCN 3*, on a horse CCN 2* or higher

6.5.3 Horses and athletes competing one level below their lowest graded level shall receive the following handicap:

Show Jumping: 4 seconds additional time added in the speed round.

Dressage: 2.5% deducted from Dressage score

6.5.4 Qualifying Period and Deadline

6.5.4.1 QRs shall be obtained in the current calendar year or in the preceding 2 (two) calendar years.

6.5.4.2 QRs shall be obtained before the closing date of entries for that event.

6.5.4.3 QRs may be achieved as a combination or separately, by athlete and horse.

6.6 **ATHLETES AND HORSE WELFARE**

6.6.1 Athletes Welfare

As per FEI 523

6.6.2 Horse Welfare

6.6.2.1 The FEI Code of Conduct for the welfare of the horse shall always be respected, including, but not limited to training, preparation, travel, competition, and recovery.

6.6.2.2 At events where a veterinary inspection is compulsory, as per FEI 524, emphasis is placed on FEI 524.2.3 (read CCIs-S as CCNs-S)

6.6.2.3 Dangerous Riding

As per FEI 525

6.6.2.4 Abuse of a Horse

As per FEI 526

6.6.2.5 Yellow Warning Cards

As per FEI 527 & NAMEF 3.15

No stopwatches may be worn in events lower than EV 1*. Elimination will occur if the rider is caught riding with a stopwatch on the XC track during a competition.

6.7 **DRESSAGE TEST**

6.7.1 FEI Dressage Rules

The FEI Dressage Rules apply for the eventing dressage test, except where otherwise provided for in these eventing rules. Any modification introduced to the FEI dressage rules during the year will be evaluated for inclusion in these eventing rules from 1 January of the following year.

6.7.2 Administration

6.7.2.1 Type and level of test

The type and level of the test shall be determined by the type and level of the competition and shall therefore be related to the quality and the standard of preparation of the athletes and horses

6.7.2.2 Organising Committees are free to select any of the specific tests shown in Annexure A, according to the level of the event.

6.7.3 Scoring

As per FEI 544

6.8 **CROSS COUNTRY TEST**

6.8.1 Rules Governing the Cross-Country Test

As per FEI 545

6.8.2 Courses

As per FEI 546 except for the following:
Annexure A

6.8.3 Obstacles

As per FEI 547 except for the following:
Annexure A

6.8.4 Scoring

As per FEI 548 except for the following:

FEI 548.1 Faults at obstacles:

<u>Fault:</u>	
First Refusal, run out or circle	20 penalties
Second refusal, run out, or circle at same obstacle	40 penalties
Third refusal, run out, or circle at same obstacle	Elimination
Fourth cumulative refusal, run out or circle on course	Elimination
Fall of athlete or horse on course	Elimination
Activating of frangible obstacle/devise	11 penalties
Dangerous riding	25 penalties
Missing a flag as per FEI 549.2	15 penalties

FEI 548.2 Time faults:

<u>Fault:</u>	
Exceeding optimum time	0.4 penalty per commenced second
Completing cross-country course more than 20 seconds under optimum time	0.4 penalty per commenced second
Exceeding time limit	Elimination

- 6.8.5 Definition of Faults
As per FEI 549

6.9 ***JUMPING TEST***

- 6.9.1 FEI Jumping Rules:
The FEI Jumping Rules apply for the Eventing jumping test, except where otherwise provided for in these Eventing Rules. Any modification introduced to the FEI Jumping Rules during the year shall be evaluated for inclusion in these Eventing Rules from 1 January of the following year.
- 6.9.2 Object:
As per FEI 551
- 6.9.3 Course and Obstacles:
As per FEI 552 except for the following:
Annexure A
- 6.9.4 Scoring:
As per FEI 553 except for the following:

Faults at Obstacles

<u>Fault:</u>	
Knocking down an obstacle	4 penalties
First run-out, refusal or unauthorised circle in the whole test	4 penalties
Second run-out, refusal or unauthorised circle in the whole test	8 penalties
Third run-out, refusal or unauthorised circle in the whole test	Elimination
More than 16 penalties / rider eliminated from XC course	Elimination
Fall of Athlete or Horse	Elimination

6.10 ***NAMIBIAN EVENTING CHAMPIONSHIPS***

- 6.10.1 The NAMIBIAN CHILDREN, JUNIOR AND ADULT Champion will be determined as per NAMEF rules 3.13 and Table as per 3.14.6, plus additional bonus points as per below:
- 2 (two) additional points if the athlete achieves a dressage score of more than 65%
 - 2 (two) additional points if the athlete achieves a clear round (no jumping and no time penalties) in the cross-country phase
 - 2 (two) additional points if the athlete achieves a clear round in the jumping phase.

6.10.2 Order of Tests:

The order of tests in the National Championships shall be:

- i. Dressage test
- ii. Cross Country test
- iii. Show Jumping test

6.10.3 Dressage Test:

In all National Eventing Championships, the Dressage test shall be judged by at least 2 (two) judges. Officiating judges shall be approved by NAMEF.

All Dressage tests chosen for the National Championships shall be approved by the NAMEF Eventing Delegate.

6.10.4 Cross Country Test:

The course, obstacles and speeds shall conform to the standards laid down in Annexure A.

The President of the Ground Jury (GJ) shall be a member of the NAMEF National Eventing judges' panel, or an International Judge with equal or higher qualifications.

6.10.5 Show Jumping Test:

The course, obstacles and speeds shall conform to the standards laid down in Annexure A.

6.10.6 General Championship Rules:

6.10.6.1 Applicable Rules

All National Championships shall be staged strictly in accordance with NAMEF Rules for Eventing.

6.10.6.2 Technical Delegate

Refer to Annexure B

6.10.6.3 Representative

The Technical Delegate is responsible for submitting a report to NAMEF containing the full results of the event.

6.10.6.4 An appeal may be lodged according to NAMEF 3.15.

6.11 **EVENTING TEAM CHAMPIONSHIPS**

6.11.1 A club may enter more than one team.

6.11.2 Teams must consist of a minimum of 3 (three) riders (max of 4) of which 2 (two) must be registered with the same NAMEF affiliated club.

6.11.3 Clubs must nominate their teams 1 (one) hour after the horse inspection in writing together with the entry fee.

6.11.4 No changes can be accepted after the entry fee has been paid, and the entry is non-refundable.

6.11.5 Prize money is for the discretion of the OC.

6.11.6 A Team Champion and Reserve Champion will be awarded.

6.11.7 Teams may compete with club numnahs and club shirts except in the Dressage phase.

6.11.8 The team championships shall ONLY be held if at least 2 (two) teams are entered in the competition.

6.11.9 Team competitors may consist of riders from different graded levels.

6.12 **ARENA EVENTING**

Arena Eventing is an adaption of Eventing that was developed to enable OCs, who do not have a full Cross-Country track, to still hold an Eventing competition. All NAMEF Eventing rules apply except for the amendments stated below.

6.12.1 General Rules:

- 6.12.1.1 Maximum 20 efforts allowed in Cross Country and Show Jumping combined (at least 50% must be cross country type obstacles)
- 6.12.1.2 The Show Jumping phase shall be comprised of standard Show Jumping obstacles.
- 6.12.1.3 If a Dressage phase is included, it must be the first competition of the event.
- 6.12.1.4 Show Jumping and Cross Country may be placed in any order. i.e. SJ first, continuing with XC, or vice versa.
- 6.12.1.5 The time for Cross Country and Show Jumping may not be combined and must be timed separately. Time penalties must be calculated to the accuracy of one decimal place.
- 6.12.1.6 Cross Country jumps must be clearly indicated on the course plan, if inside the arena, - for the judges to allocate the correct number of penalties.
- 6.12.1.7 No stopwatches may be used by the competitors.
- 6.12.1.8 The Jumping phase may run separately from the Cross-country phase or follow directly after each other.
- 6.12.1.9 Dimensions of the Efforts according to Annexure A.
- 6.12.1.10 Speed of the competition is according to Annexure A, speed may be reduced at the discretion of the XC designer and TD.
- 6.12.1.11 The scoring for the eventing part will be done according to NAMEF 6.8.4. A total of two refusals in the show jumping phase will lead to elimination of competitor.
- 6.12.1.12 Grading: Qualifying Result (QR) in Arena Eventing counts as ½ Qualifying result (QR) for Eventing.

Arena Eventing Qualifying results (QR):

Completing a graded event without:

- incurring jumping penalties in the cross-country test
- incurring more than 18-time penalties in cross country
- incurring more than 16 penalties at obstacles in the show jumping test

- 6.12.1.13 Officials required for hosting a graded Arena Eventing event:
Annexure B

6.12.2 Competition Types

- 6.12.2.1 Dressage Competition:
This competition includes the Dressage phase in Arena eventing.
The Dressage phase shall be judged as per NAMEF 5.7.
The Cross-Country phase shall be judged as per NAMEF 6.8

The Show Jumping phase shall be judged as per NAMEF 6.12.2.2 or NAMEF 6.12.2.3.

6.12.2.2 Speed Competition

The Cross-country phase shall be judged under NAMEF 6.8. The Jumping phase shall be judged against the time (like a Jump off), faults shall be calculated according to "Table A". The Winner is determined by the Athlete with the least amount of penalties for the entire competition and the fastest time during the Show Jumping phase. This competition will exclude the Dressage phase.

6.12.2.3 Ideal Time

The Cross-country phase shall be judged as NAMEF 6.8. The Jumping phase shall be judged according to NAMEF 4.8.1.2 "AM 8". The winner of the competition will be determined by the athlete with the least amount of penalties for the entire competition and the closest to the Ideal time in the Show Jumping phase.

7 RULES FOR ENDURANCE

All rules must be read in conjunction with Rule 3.1.1.5.

All endurance rides to be ridden under FEI rules and regulations except where provision is made for National Rules as set out below. All National Rules are to be administered by the National Federation.

7.1 **REGISTRATION CATEGORIES**

- 7.1.1 All Athletes and Horses must have a valid NAMEF registration number to take part in any event as prescribed in Rule 3.3. The only exception is per rule 7.1.2.

Athletes must register in the following categories:

- 7.1.1.1 Child Rider - up to and including the calendar year in which the athlete turns 13 years of age.
- 7.1.1.2 Junior /Young Rider – from the calendar year during which the athlete turns 14 years of age until the end of the calendar year during which the athlete turns twenty-one (21) years of age. A Junior rider may elect to commence competing at an earlier stage as a Senior rider and may compete in both the Junior and/or Senior category, provided that the weight requirements as set out below are met. For example, a Junior may compete day one in a Junior Ride of 120km (weight 60kg) and the next day in a Senior Ride of 160km (weight 75 kg) on a different horse during an event.
- 7.1.1.3 Senior Rider – from the beginning of the calendar year during which the athlete turns 22 years of age, he/she will be classified as a Senior Rider.
- 7.1.1.4 Corporate Rider – A Corporate Rider Number may be issued by NAMEF to an owner of a registered horse. This number will allow

an athlete to take part in an event whilst not being registered as an athlete with NAMEF yet, subject to the following conditions:

- 7.1.1.4.1 Only a registered horse of the owner of that Corporate Number may be ridden at an event.
 - 7.1.1.4.2 Athletes who make use of the Corporate Number are restricted to the Novice level. If an athlete wishes to no longer compete as a Corporate Rider, he/she must apply for their own athlete number. In such case the results of such athlete shall be transferred to the athlete's own book by the NAMEF Secretariat, as well as the time keeping system results shall be re-allocated to that athlete's number.
 - 7.1.1.4.3 Corporate Riders are limited up to 100km only.
 - 7.1.1.4.4 A Corporate Rider's speed is limited to the Novice Speed, which is currently 16km/hr/loop only.
 - 7.1.1.4.5 A Corporate Rider's kilometres may be transferred to his/her own rider book when he/she becomes a member of an Affiliate Member and receives a bib number.
- 7.1.2 A Day Rider is a person who is not registered with NAMEF but wishes to take part without going through the entire process of registering. This is specifically done for the benefit and growth of the sport. It is understood that a day rider can **ONLY** take part in an ungraded event. For the purposes of a day rider, the following criteria must be met:
- 7.1.2.1 The horse on which the rider takes part does not have to be registered with NAMEF, but the rider is still subject to all NAMEF rules
 - 7.1.2.2 The horse must be 5 years or older
 - 7.1.2.3 The speed during a competition may not exceed the set novice speed – currently 16km/hr/loop. Minimum speed 10 km/hr/loop
 - 7.1.2.4 If, at any time, the speed limit has been exceeded, the horse and rider will be disqualified.
 - 7.1.2.5 A horse may only compete in the following distances during an event - namely the 20km or 30km rides. This is in terms of the FEI prescribed Rest periods. It is critical to teach young riders the important facets of the Endurance sport and the “MANDATORY OUT OF COMPETITION PERIODS (MMOCP)” is part thereof.
 - 7.1.2.6 The horse must pass the VET inspection successfully.
 - 7.1.2.7 Ungraded rides of 20km and 30 km shall be entered into the passport of the horse and the rider book and shall be taken into consideration for the kilometre awards of registered horses.
- 7.1.3 Bib and Registration Numbers
- 7.1.3.1 All Rider/Athlete numbers must be displayed on the front and back of the rider's bib or shirt for time-keeping purposes.
 - 7.1.3.2 The digits of the number on athlete's bibs must fit in to a block that measures 210mm in width and 150mm in height. The digits of child riders may be scaled smaller taking into consideration the size of the child.
 - 7.1.3.3 The colour of the number must be clearly visible.
 - 7.1.3.4 With entries and correspondence, the Membership of a rider/athlete to a club, shall be indicated by the applicable abbreviation. The athlete has a club number with abbreviation which is used for

entries and results. The bib numbers are not linked to the club number. Only the Bib Number must be printed on the Bib itself.

7.2 **QUALIFICATIONS OF A RIDER**

7.2.1 Child Riders:

All child riders shall also have to qualify as prescribed by the FEI, subject to the following provisions:

- 7.2.1.1 All child riders up to the end of the calendar year in which they turn 11 (eleven) must be accompanied by a senior rider who has successfully completed at least ONE (1) ride in the distance in which he/she will link the child. A child rider does not need to be accompanied by a senior rider from the calendar year in which the child rider turns 12 (twelve) years. Such child rider must start in his/her own starting group (must be a senior category) determined by the President of the Ground Jury and the OC of the ride.
- 7.2.1.2 Should the rider who accompanies the child rider be unable to complete the ride, another senior rider may accompany the child rider, failing which, such child rider must retire.
- 7.2.1.3 The child rider shall depart in the category of the senior rider who will accompany him/her.
- 7.2.1.4 The Child rider and Senior must remain together throughout the ride. This excludes the Vet inspection. Separation of the child rider and senior rider at any stage of the ride, will lead to immediate disqualification of both riders.
- 7.2.1.5 A senior rider may accompany a maximum of 3 child riders at a club ride, but only 2 riders at an International ride.
- 7.2.1.6 If a senior rider cannot continue on the phase, the child rider may be linked to another senior rider on the same phase. If there is no such senior rider available on the phase, the child may only continue under the direct supervision of a responsible adult, who accepts the full responsibility for that child. If this is not possible, then the child rider concerned must retire. It must be reported to the officials and the timekeeper.

7.2.2 Junior/Young Riders:

Junior riders will carry all results earned as a child rider over, when registering as a Junior/Young Rider. To qualify as a Junior/Young rider, he/she needs to have successfully completed 4 rides, namely 2 x 40km and 2 x 80km at novice speed (16km/hr/loop) in his/her passport within the previous 2 years. No additional qualifications are required.

7.2.3 Senior Riders:

Senior riders participate in three categories based on the weight of the rider with saddle, stirrups, numnah, girth and rider attire as follows:

Light weight: up to 69.999 kg

Standard weight: 70 kg – 94.999 kg

Heavy weight: 95 kg and above

160km – Lightweight up to 74.999kg

160km – Senior standard weight from 75 kg upwards

In the senior division – 160km only – a rider including tack as described above, must weigh at least 75kg, except a Junior/Young rider taking part as a light-weight rider in the senior division. Under FEI rides, the full FEI rules shall apply.

7.3 **FEI QUALIFICATIONS**

- 7.3.1 Athletes and horses must be qualified in terms of the FEI rules for participation, in FEI rides.
- 7.3.2 The OC of the event and the appointed official of the ride is responsible to check horse and rider qualification prior to the start of the ride for distance entered, (both National and FEI riders at each ride), but it will remain the responsibility of the rider/owner to ensure that a horse and athlete are qualified to enter a ride.

7.4 **NATIONAL COLOURS AND TEAM SELECTION FOR INTERNATIONAL TEAM EVENTS:**

This section must be read together with NAMEF Rule 3.13. Any rider found guilty of any misconduct in terms of either the NAMEF or FEI rules will automatically be disqualified from the selection criteria and his/her spot will automatically be given to the next qualifying rider in line.

- 7.4.1 From time-to-time Namibian Athletes may be selected to represent Namibia. For National Colours to be awarded, the following criteria shall be used:
 - 7.4.1.1 National Colours will only be awarded if the competing teams are representing their country through their National Federation.
 - 7.4.1.2 There should be at least 3 (three) teams, including Namibia, with affiliation to the FEI, participating before National colours can be awarded, but the Namibian Sports Commission will always have final approval.
 - 7.4.1.3 No Child Rider can achieve National colours.
 - 7.4.1.4 NAMEF may award development colours for Children's teams based on the current NAMEF criteria at that time.
 - 7.4.1.5 Only Namibian Citizens shall be considered for National Team selection, as provided by the Namibian Sports Commission.
- 7.4.2 A Team representing Namibia shall consist of a maximum of 6 (six) riders in each category, or as per invitation by the other National Federation. Riders shall be selected according to the following selection criteria:
 - 7.4.2.1 Rides of up to a maximum of 1 (one) calendar year back will be taken into consideration for Team selection, excluding previous participation for the Namibian Team, which will count for additional points as per table below.
 - 7.4.2.2 The riders are selected according to the number of total points achieved as set out in the Table below. The rider with the highest number of points achieved as per the Table below shall be the number 1 (One) rider. The rider with the second highest number of points shall be the number 2 (Two) rider and so on. The only exception is riders' number 5 (Five) and 6 (Six). The last 2 (two) spots in the team will be awarded by the selection committee as appointed by NAMEF and is aimed at development of new riders.
 - 7.4.2.3 The points as per the table below can ONLY be awarded for rides completed during the competitions approved by NAMEF and/or any International events ridden.
 - 7.4.2.4 To create a fairer system, the tracks ridden will be rated and a handicap allocated for each one. As no data is currently available, this will be done over the next few years, to determine a fair speed and make competition within different regions of Namibia as equal as possible. The track average speed will start with 20km/h and the data of the last 2 years will be used to determine the handicap speed of such track. The ideal is that

over a period of 5 (five) years data is recorded, and thereafter with each year added, the first year (oldest year) falls away. The 4 (four) best riders (results) of each track is taken into consideration when determining the handicap,

7.4.2.4.1 In determining the handicap, distances from 80 km up to and including 160 km will be taken in to account.

7.4.2.4.2 Any International ride (whether inside or outside of Namibia) will count as additional points towards the total of the rider's points, subject thereto that, a single ride cannot be counted twice.

7.4.2.4.3 Only results from rides of 80km and above will be taken into consideration.

7.4.2.4.4 Subject to the above, the riders can achieve qualifications as per the table below. The open slots in teams can be filled according to the category list below.

NOTE: only successfully completed rides must be counted

Table for National or Federation Selection

<u>RIDER</u>	<u>POINTS</u>
Namibian Riders competing in foreign countries where no 100km rides are hosted, will receive points for their 80-99km rides	3 points per completed rider
FEI/National/International Rides 100-119km	3 points per completed ride
FEI/National/International Rides 120km	5 points per completed ride
FEI/National/International Rides 160km	10 points per completed ride
Namibian Team 1 st & 2 nd year	5 points per completed ride
Namibian Team 3 rd & 4 th year	2.5 points per completed ride
Top 10 – 120km International	10 points per completed ride
Top 10 – 160km International	10 points per completed ride

7.4.2.4.5 The selection committee's decision is final.

7.5 **NAMIBIAN ENDURANCE CHAMPIONSHIPS**

This must be read in conjunction with Rule 3.13 and 3.14 to determine the date and venue, with the only amendment that for the Endurance Championships there is no Runner- Up Award.

- 7.5.1 The Namibian Endurance Championships must preferably be a FEI CEI2* registered event.
- 7.5.2 The Namibian Endurance Championships must take place at a single event.
- 7.5.3 The winner of each category is the Namibian Endurance Champion over 120km or 160km Distance, as set out per Schedule.
- 7.5.4 Categories will be Child Rider, Junior/Young rider, Light-weight rider, Senior standard-weight rider, and Heavy-weight rider.

7.6 **NAMEF AND MOST SUCCESSFUL ATHLETE (MSA) AWARDS**

These awards exclude Kilometre badges and certificates, which will be handed out to the successful riders at their respective Clubs or as determined.

- 7.6.1 Most Successful Athlete awards will be handed out annually at the NAMEF Awards Ceremony in the individual categories as per Rule 7.1 and 7.2 above.
- 7.6.2 The rider with the highest points in each category will be awarded the “Rider of the Year” award. No other categories will be considered.
- 7.6.3 The 4 (four) highest level of rides (100km plus) of each rider will be considered.
- 7.6.4 If a rider was found guilty of any misconduct of whatsoever nature, he/she will be no longer be eligible for this award.
- 7.6.5 The points will be awarded as per the table below. The rider with the most points at the end of the year will be declared the winner.

Table for scoring MSA points

Place or Position achieved	National Ride 100 km	National Ride 120km	National Ride 160km +	International Ride 120km +	International Ride 160km +	World Cup or Championship and World Equestrian Games
1	25	100	150	200	250	500
2	20	80	125	180	225	475
3	15	60	100	160	200	450
4	10	40	75	140	175	425
5	5	20	50	120	150	400
6	0	0	0	100	125	375
7	0	0	0	80	100	350
8	0	0	0	60	75	325
9	0	0	0	40	50	300
10	0	0	0	20	25	275
11	0	0	0	0	0	250
12th	0	0	0	0	0	225
13 th to 20 th place	0	0	0	0	0	25 points deducted per

						lower podium position
BC		50	75	100	125	250

If two or more riders achieve the same number of points at the end of the year, then the MSA award will be shared between these riders.

7.7 **RULES REGARDING VETERINARIANS**

7.7.1 Veterinarians as per the official NAMEF List must receive preference when invitations are prepared.

7.7.1.1 Veterinarians who are not on the NAMEF approved list, may shadow at events to receive training. During the training period, such veterinarian shall be known as an "Applicant Veterinarian". For any veterinarian training to qualify towards being placed on the NAMEF approved list, such training must be under a qualified FEI EO (Endurance Official Veterinarian). Only once the NAMEF appointed Head Veterinarian has assured him/herself that an "Applicant Veterinarian" has sufficient experience, will such Veterinarian be promoted to the official NAMEF Veterinarian List. There is no specific prescribed number of shadowed events an applicant must absolve, but a minimum of 5 (five) is recommended. The decision to place a Veterinarian on the NAMEF list rests entirely with the NAMEF appointed Head Veterinarian.

7.7.2 The schedule must stipulate the Veterinarians appointed to officiate at the event as per Rule 3.53 and 3.5.4

7.7.3 Subject to Rule 7.8.4 below, any ride with 30 (thirty) horses or less participating, must have a minimum of 2 (two) qualified Veterinarians present to officiate at the event, of which one must be a FEI Qualified Endurance veterinarian (EOV). For every 15 horses or part thereof, in addition to the first 30 horses, an additional 1(one) qualified Veterinarian must officiate at the event, subject thereto that a 10% leeway shall be allowed for every 15 additional horses.

7.7.4 Any graded event that hosts a 120km and/or 160km ride, a minimum of 3 (three) qualified Veterinarians must officiate, of which 1 (one) is a FEI Endurance Official Veterinarian (EOV), 1 (one) a line Veterinarian and 1(one) must be a qualified Treatment Veterinarian.

7.7.5 For unlicensed Rides (at which no kilometres or Novice Qualifications can be awarded), only 1 (one) qualified Veterinarian must be present.

7.8 **NATIONAL OFFICIALS AND STEWARDS**

7.8.1 National Officials should be preferred when inviting officials and/or Stewards.

7.8.2 A National Official must officiate at every Endurance Ride in Namibia.

7.8.3 A Steward is entitled to issue an immediate yellow card and disqualify a horse if the horses Veterinary Card has been lost during and event.

7.9 **BEST CONDITION AWARDS (BC):**

BC can only be awarded if the following conditions are met:

- 7.9.1 For any horse to be eligible for BC in a particular category, BC awards will only be awarded if the horse achieves at least 80% of the total marks awarded for surface factors, Metabolic parameters, and gate parameters.
- 7.9.2 BC can only be awarded for the longest distance per category of the day, starting from 100km.

7.10 **MANDATORY OUT OF COMPETITION PERIODS (MOOCP)**

STANDARD MOOCP:

After competing in a NATIONAL EVENT or FEI EVENT, a horse may not compete in any NATIONAL EVENT(S) or FEI EVENT(S) for the following Mandatory Out of Competition Periods:

<u>DISTANCE COMPLETED:</u>	<u>MANDATORY OUT OF COMPETITION PERIOD</u>
<i>From crossing the start line up to 54 km</i>	5 days
<i>Over 54 km to 106 km</i>	12 days
<i>Over 106 km to 126 km</i>	19 days
<i>Over 126 km to 146 km</i>	26 days
<i>Over 146 km</i>	33 days

ADDITIONAL MOOCP:

In addition to the periods set out above, the following MOOCP and other consequences will apply:

<u>INCIDENT</u>	<u>ADDITIONAL MOOCP AND CONSEQUENCES</u>
Horses that exceed an average of 20km/hour over completed loops of a course	7 days

Second FTQ-ME (failure to qualify- metabolic) in a rolling year	14 days
Third FTQ-ME in a rolling year	60 days
Third FTQ-GA (irregular gait) in a rolling year	180 days & horse must undergo a specific examination protocol before being eligible to compete in ANY event.
Serious Injury (musculoskeletal)	180 days
Serious Injury (metabolic)	60 days
Failure by the Person Responsible to provide a copy of the veterinary report from an approved referral centre.	180 days (and horse will not be permitted to compete until the veterinary report is provided)

7.11 **NOVICE RULES AS ADMINSTRATED BY NAMEF:**

- 7.11.1 Horses and Athletes must have successfully completed 2 (two) novice rides of 40-79 km (in one day) and 2 Novice rides of 80-99 km each, restricted to a speed of no more than 16km/hr/loop. The required 80-99 km rides may be completed either as two single-day events or one single day event and one multi-day event. (For the multi-day event 40-50km must be completed per day for two consecutive days at the same competition.)
- 7.11.2 All qualifying novice rides must be completed within a two (2) year period.
- 7.11.3 Riders may not complete the novice qualification in less than 6 (six) months, calculated from the date of the first novice ride.
- 7.11.4 Horses may complete the novice qualification in not less than (one) year calculated from the date of their first novice ride.
- 7.11.5 Novice horses may not exceed 16km per hour during the Novice phase and for a period of at least 1 year.

7.12 **GO PRO CAMERAS:**

- 7.12.1 Go pro Cameras shall not be permitted UNLESS this is approved by the OC before the event.
- 7.12.2 The OC's approval must be submitted to NAMEF before the event commences.
- 7.12.3 Go pro cameras shall be used at own risk.

7.13 **NATIONAL MULTIPLE DAY RIDES:**

- 7.13.1 Multiple day rides must be registered as 1 competition over multiple days, one horse with one rider.
- 7.13.1.1 Novice 80-100 km over 2 days as per FEI rules
- 7.13.1.2 120 km over 2 days as per FEI rules
- 7.13.1.3 160 km over 2 days as per FEI rules

7.13.1.4 If 120 km and 160 km is completed successfully over multiple days, the rider and horse receive the kilometres.

7.14 NATIONAL RULES FOR HORSE AND RIDER QUALIFICATION:

- 7.14.1 Qualifications for non-consecutive rides is reduced from a maximum of 2 years to a maximum of 12 months for the 120 km qualification.
- 7.14.2 100 km rides do not need to be consecutive, but the second 100 km must be done prior or on the day on which the 12 months lapse.
- 7.14.3 To proceed to a 2* national distance (120 km):
- 7.14.3.1 Riders and horses need to complete two successful 1* (100 km) rides, not necessarily consecutively, within a maximum of 12 months
 - 7.14.3.2 Shorter distances in between the first 100 km and the second 100 km are allowed.
- 7.14.4 To proceed to a 3* national distance (160 km):
- 7.14.4.1 Maximum qualification time is 2 years
 - 7.14.4.2 Two (2) successful 120 km rides need to be completed by horse and rider, not necessarily consecutively.
 - 7.14.4.3 No combination qualification between horse and rider is required for a 160 km.
- 7.14.5 Validity of national star level requirements
- 7.14.5.1 Novice qualification for the rider is valid for life.
 - 7.14.5.2 Novice qualification for horses is valid for 5 (five) years,
 - 7.14.5.3 120 km National qualification for riders is valid for 5 (five) years.
 - 7.14.5.4 120 km National qualification for horses is valid for 5 (five) years.
 - 7.14.5.5 160 km National qualification for riders is valid for 10 (ten) years.
 - 7.14.5.6 160km National qualification for horses is valid for 10 (ten) years.

7.15 UNIQUE NATIONAL RIDES:

- 7.15.1 Unique rides (like the 300 milers) may be permitted.
- 7.15.2 However, the club wishing to host the ride must apply to NAMEF EXCO with complete and comprehensive information regarding the ride.
- 7.15.3 All Unique rides must be approved by NAMEF.

7.16 NAMEF CLUB TEAM CHAMPIONSHIPS

- 7.16.1 Competitions for Club Team Championships may only be held as a one-day event.
- 7.16.2 The Club Team Championships must be a FEI registered event.
- 7.16.3 Teams shall consist of a maximum of 6 riders and a minimum of 4 riders per team.
- 7.16.4 A minimum of 4 riders must finish to be eligible for the award.
- 7.16.5 The results of the 4 best riders per team will be used to calculate the points.

- 7.16.6 Two (2) riders per team may be eliminated during the event without the team being eliminated. Should a third rider be eliminated, the team is automatically eliminated from the competition.
- 7.16.7 A Club may enter more than one team (multiple teams per club is allowed).
- 7.16.8 Teams may consist of different category riders (Child, junior/young rider, light-weight, standard-weight, heavy-weight) and the varying distances.
- 7.16.9 Distances applicable for the team competition will be 80 km, 100 km, 120 km, 160 km.
- 7.16.10 At least 50% of the riders of a team entered, must be registered club members of the club team so entered.
- 7.16.11 Provisional teams must be communicated to the OC upon the closing date of the entries.
- 7.16.12 Final teams must be communicated to OC not later than 15 minutes after the pre-vet inspection of all horses is completed.
- 7.16.13 The team with the highest total marks achieved will be awarded the Namibian National Club Team Champion – Endurance for that particular year.
- 7.16.14 There will be a Champion and Reserve Champion Team awarded.
- 7.16.15 Teams may compete with Club Numnahs and Club Shirts.
- 7.16.16 Points shall be allocated as per the table below:

POSITION	160 KM	120 KM	100 KM	80 KM
1	7	5	4	3
2	6	4	3	2
3	5	3	2	1

8 **DISCIPLINARY CODE**

8.1 **GENERAL**

- 8.1.1 Any term defined in the Constitution of NAMEF, as amended from time to time, shall have the same meaning as assigned therein in the Disciplinary Code (“DC”) unless inconsistent with or otherwise indicated by the context.
- 8.1.2 The following words and phrases that are used in this Code shall have the meaning as ascribed to them below:
- 8.1.2.1 “Chairperson” means the Chairperson of the Disciplinary Committee as provided for by the Constitution.
- 8.1.2.2 “Constitution” means the latest published NAMEF Constitution.
- 8.1.2.3 “Disciplinary Committee” means the Disciplinary Committee, being the Legal, Disciplinary, Ethics and Appeals Committee, as appointed by the Executive Committee of NAMEF, as a sub-committee of the Executive Committee, in terms of the NAMEF Constitution, appointed to administer

- any form of judicial process inclusive of investigations, hearings, determinations and recommendations.
- 8.1.2.4 "Deposit" means the fee to be paid to NAMEF for the hearing of an appeal.
- 8.1.2.5 "Disciplinary Code" or "Code" means that part of this Code regulating the discipline of Members and Individuals falling under the jurisdiction of NAMEF.
- 8.1.2.6 "Member/s" means all members as contemplated in the NAMEF Constitution as well as any individual member of a club duly registered as a member of NAMEF, horse owners of participating horses, athletes, officials, administrators, show-holding bodies, show organizers, or any other individual involved with or that may fall under the auspices of NAMEF by virtue of their participation or involvement in equestrian sport within Namibia, shall be subject to these rules, code of conduct and include the disciplinary code
- 8.1.2.7 "Referring Party or Applicant" means any Member who lodges a complaint with NAMEF.
- 8.1.2.8 "Respondent" means a member against whom a complaint is lodged.
- 8.1.2.9 "Rules" means the rules as set out in this Code, as amended from time-to-time, as applicable to all Disputes and Disciplinary Procedures as well as the rules of NAMEF, as amended from time-to-time, and shall specifically include those rules that may have been approved by the NAMEF Executive Committee, but not yet ratified by NAMEF members in as far as it may be necessary.
- 8.1.2.10 "the Act" means the Namibia Sports Act 12 of 2003 as amended from time to time and includes any regulations made in terms of the Act.
- 8.1.2.11 Where a single gender is used in this Code it shall be construed as to include both genders.
- 8.1.2.12 Words used in the singular shall include the word in plural form.
- 8.1.2.13 These Rules shall, wherever possible, be construed in conformity with the Constitution.

8.2 ***ESTABLISHMENT AND STATUS OF THE DISCIPLINARY COMMITTEE***

- 8.2.1 The Disciplinary Committee shall be convened from time to time pursuant to NAMEF'S Constitution, for the purpose of adjudicating and implementing the Disciplinary Code and to, amongst others:
- 8.2.1.1 take decisions as to such disciplinary measures as shall be appropriate in the circumstances, which are not decisions provided to be taken by the NAMEF Members in terms of the Constitution.
- 8.2.1.2 take decisions regarding the suspension of any Individual or Member, pending the outcome of a disciplinary process to be implemented, where this is necessary to protect the interests of NAMEF.
- 8.2.1.3 make recommendations to the NAMEF Executive Committee regarding the suspension, fine or termination of membership of any Individual or Member, as contemplated in the NAMEF Constitution, following the conclusion of disciplinary matters or make any other recommendation that may be appropriate under the circumstances.
- 8.2.2 The Disciplinary Committee shall be empowered to determine its own rules, procedures and make any decisions concerning such rules and procedures, to the extent that such rules and procedures are not already contained in this Disciplinary

Code, provided only that such rules or procedures may not undermine or negate the intentions of the Constitution.

- 8.2.3 The proceedings of the Disciplinary Committee shall not be open to the public unless the Disciplinary Committee orders otherwise.
- 8.2.4 The Disciplinary Committee will observe the rules of natural justice but will have discretion regarding admissibility of evidence notwithstanding an enactment or rule of law to the contrary, relating to the admissibility of evidence in proceedings before a court of law where such admission would be appropriate and not unduly unfair or prejudicial to one or more parties.

8.3 ***JURISDICTION AND POWERS OF THE DISCIPLINARY COMMITTEE***

The Disciplinary Committee shall have jurisdiction:

- 8.3.1 over a Member(s) and individual athlete(s), officials, coaches and/or technical staff, in Namibia and abroad, wherever they may be, at any time, engaging in, or having been engaged in, any activity that falls under the jurisdiction of NAMEF.
- 8.3.2 in respect of all disciplinary matters or alleged disciplinary matters within the borders of Namibia and outside the borders of Namibia.
- 8.3.3 in respect of any complaint referred to it by the Executive Committee.
- 8.3.4 over any complaint or allegation, in respect of Members and/or individuals over which/whom NAMEF has jurisdiction, not otherwise expressly provided for in the Constitution or this Code, and includes but is not limited to:
 - 8.3.4.1 a breach of the Constitution, the Act, or any other governing provisions, as amended from time-to-time.
 - 8.3.4.2 a breach of the rules and/or regulations of NAMEF, as amended from time-to-time.
 - 8.3.4.3 a breach of directives of NAMEF, as amended from time-to-time.
 - 8.3.4.4 a breach of the NAMEF code of conduct and/or any other applicable code of conduct in respect of equestrian sport that falls under the auspices of NAMEF.
 - 8.3.4.5 a breach of an order or instruction of NAMEF properly issued and communicated to the affected individual.
 - 8.3.4.6 a breach of any of the statutes or regulations of the FEI, the IOC or any other relevant National or International body.
 - 8.3.4.7 any matter which may bring, or may be designed to bring, either NAMEF, any of its officers, Members, employees or other associated individual or body, or the equestrian sport into disrepute.

8.4 ***COMPOSITION OF THE DISCIPLINARY COMMITTEE***

The Disciplinary Committee shall consist of:

- 8.4.1 The Chairperson of the disciplinary committee who will be either the President or Vice-President of NAMEF from time to time.
- 8.4.2 In the event of any conflict of interest on the part of both the President and the Vice-President in respect of any matter referred to the Disciplinary Committee, the

Chairperson shall appoint an independent third party, as the Chairperson in respect of that matter.

8.4.3 Two or more individuals who should be members of an Affiliate Member of which one should serve as Secretary.

8.4.4 The Secretary of the Disciplinary Committee or such other person designated by the Disciplinary Committee shall provide secretarial services to the Disciplinary Committee.

8.5 **QUORUM**

8.5.1 The Disciplinary Committee shall be convened by the Chairperson from time to time to deal with disputes, complaints or allegations or disciplinary matters referred for resolution by NAMEF.

8.5.2 In order to constitute a Disciplinary Committee for a hearing or consideration of a dispute, at least (3) three duly appointed members of the Disciplinary Committee must be present. However, in the event that the hearing commences with (3) three members and one (1) member does not sit through the proceedings to their completion, the decision of the remaining (2) two members shall constitute a valid and enforceable finding.

8.6 **PASSING OF DECISIONS**

8.6.1 Decisions of the Disciplinary Committee are passed either by consensus or a simple majority of the members of the Disciplinary Committee present.

8.6.2 Decisions passed by consensus of all members and signed by all the members, shall constitute a decision, even when it is not passed in a meeting.

8.6.3 Decisions passed by votes must be in a meeting of the Disciplinary Committee.

8.6.4 Every member of the Disciplinary Committee present shall be entitled to vote.

8.6.5 The Disciplinary Committee may appoint any independent person, with specific specialty, to sit in a hearing, if that person may assist the process, although that person, unless appointed as a member of the Disciplinary Committee for the purpose of that matter, may not vote.

8.6.6 The Disciplinary Committee will apply the Constitution of the Republic of Namibia, Constitution of NAMEF, Rules of NAMEF, the Namibia Sports Act and the peremptory prescripts of the FEI and the International Olympic Committee.

8.6.7 The Disciplinary Committee may adopt its own procedure (without deviating from the Dispute Prevention and Resolution Rules) with the minimum of legal formalities but complying with the principles of natural justice.

8.6.8 The Disciplinary Committee must conduct its proceedings in a fair manner and efficiently with the minimum formalities in compliance with the rules of natural justice.

8.7 **CONFLICT OF INTEREST**

- 8.7.1 Members of the Disciplinary Committee must decline to participate in any hearing where their participation will result in conflict of interest or will raise serious doubts regarding their impartiality. This applies in the following cases (among others) where:
- the member(s) in question has a direct interest in the outcome of the matter.
 - if he/she is associated with any of the parties.
 - if he/she is the member of the party in respect of whom a dispute arose; and
 - if he/she has already dealt with the case under different circumstances.
- 8.7.2 Members who decline to participate in a hearing on any of the above grounds or any other ground not listed herein shall notify the Chairman immediately.
- 8.7.3 The Chairperson shall decide on any such claim of bias, provided that, if the objection is raised against the Chairperson, the other members shall decide on the bias.

8.8 **CONFIDENTIALITY**

- 8.8.1 The members of the Disciplinary Committee shall ensure that everything disclosed to them during their duty, remains confidential (facts of the case, contents of the deliberations and decisions taken)
- 8.8.2 Only the contents of those decisions already notified to the addressees may be made public.

8.9 **POWERS OF THE DISCIPLINARY COMMITTEE**

- 8.9.1 Upon hearing of a dispute or implementing the Disciplinary Code, the Disciplinary Committee shall have the powers to recommend
- 8.9.1.1 a warning, or reprimand a party to a dispute; and/or
 - 8.9.1.2 a suspension of a Member or Individual; and/or
 - 8.9.1.3 a fine to be imposed in respect of a Member or Individual; and/or
 - 8.9.1.4 termination of membership of any Individual or Affiliated Member; and/or
 - 8.9.1.5 the banning from the sport, of any horse or Individual affiliated to NAMEF, either directly or through their affiliation to a Member, whether current or past; and/or
 - 8.9.1.6 require an individual to apologize publicly or otherwise; and/or
 - 8.9.1.7 dismiss a complaint or dispute if it is vexatious, frivolous or does not set out a prima facie case; and/or
 - 8.9.1.8 make any appropriate order, including an order that a party pay the costs of the other party.
- 8.9.2 For purposes of determining or deciding, or resolving a Dispute, the Disciplinary Committee may also: -
- 8.9.2.1 consult or seek further information evidence and/or expert evidence regarding the dispute from the Complainant or any person or body, including the Respondent.
 - 8.9.2.2 seek legal or other advice or assistance from any person or body.
 - 8.9.2.3 order any Member to produce documents or information as may be relevant to the Dispute; and/or
 - 8.9.2.4 order any Member to appear in person in respect of a Dispute where such an Individual 's evidence may be relevant to the Dispute.

8.10 **FORM AND CONTENT OF THE DECISION**

The decision or award of the Disciplinary Committee shall contain: -

- the composition of the Disciplinary Committee.
- the names of the parties.
- a summary of the facts.
- reasons for the decision.
- the terms of the decision; and
- be signed by the Chairperson and Secretary.

8.11 **RECORDINGS OF THE PROCEEDINGS OF THE DISCIPLINARY COMMITTEE**

8.11.1 The Secretary must keep a record of –

- any evidence given in the hearing.
- any award or ruling made by the Disciplinary Committee

8.11.2 The record may be kept by legible hand-written notes or by means of an electronic recording.

8.11.3 Any party may request a copy of the transcript of a record or a portion of a record, on payment of the reasonable costs of the transcription.

8.11.4 After the person who makes the transcript of the record has certified that it is correct, the record must be returned to the Secretary.

8.11.5 The transcript of a record certified as correct is presumed to be correct, unless the Chairperson decides otherwise

8.12 **NOTICE OF A DISCIPLINARY HEARING AND NOTICE TO ATTEND A HEARING**

8.12.1 In cases where charges are brought by NAMEF against a Member or an Individual subject to the jurisdiction of NAMEF:

8.12.1.1 NAMEF shall cause to be delivered to such a party, a Notice of disciplinary hearing, 5 (five) days before the date of the hearing.

8.12.1.2 the Disciplinary Committee may, in certain circumstances, suspend or extend the delivery of a Notice of disciplinary hearing for a reasonable time.

8.12.1.3 the Notice of disciplinary hearing shall be signed by the NAMEF Secretary General

8.12.2 The Disciplinary Committee, may at any stage, inform any person or Member bound by the Constitution or the Constitution of that Member and these rules, to appear before the Disciplinary Committee to give evidence or produce any book, paper or document in the hearing.

8.12.3 Any person who fails to comply with the instructions of the Disciplinary Committee shall be guilty of an offence and may him/herself, be subject to disciplinary proceedings

8.13 **RIGHT TO SUSPEND**

- 8.13.1 In any cases where the circumstances may warrant, and/or where the Disciplinary Committee has a reasonable apprehension that such Member or Individual may be able to interfere with the investigation of the various charges to be put to such Member or Individual, or in any other manner cause further harm (howsoever arising) to NAMEF, the Disciplinary Committee, shall be entitled to suspend such Member or Individual from all activities which fall under the jurisdiction of NAMEF:
- 8.13.1.1 pending the finalisation of the charge sheet and/or
 - 8.13.1.2 the outcome and/or
 - 8.13.1.3 the finalisation of the disciplinary action.
- 8.13.2 Any such suspension shall be notified to the affected Member or Individual in writing, setting out the reasons for the suspension and advising the Member or Individual of the anticipated process that will follow, together with an indication of the time period for which such suspension shall be effective.
- 8.13.3 All notifications in respect of any such suspension shall only be communicated to affected or involved persons, to the extent only, that it may be necessary to enforce the suspension.

8.14 ***THE CHARGE SHEET***

Where charges are brought by NAMEF against a Member or an Individual subject to the jurisdiction of NAMEF, such charges shall be initiated by the notice of disciplinary hearing and formulated by way of a charge sheet which: -

- 8.14.1 shall contain a concise summary of the facts.
- 8.14.2 shall set out concisely the charge(s) preferred against such a party; and
- 8.14.3 if deemed appropriate by NAMEF, may set out a possible sanction that may be imposed, flowing from the successful prosecution of such charge(s).

8.15 ***PROCEDURE BEFORE THE DISCIPLINARY COMMITTEE***

- 8.15.1 The ordinary procedure as outlined hereunder shall be applicable in cases where the Disciplinary Committee, which is duly and properly authorised to take any such action by the NAMEF Executive Committee, institutes a charge(s), against a Member or an Individual, wherever they may be at any time, engaging in or having engaged in activities under the jurisdiction of NAMEF, relating to the following:
- 8.15.1.1 the alleged infringement of the Constitution, the rules, directives, or resolutions of NAMEF.
 - 8.15.1.2 any act of misconduct; and/or
 - 8.15.1.3 improper practices; and/or
 - 8.15.1.4 misdemeanour; and/or
 - 8.15.1.5 acts of defiance; and/or
 - 8.15.1.6 generally bringing the equestrian sport or NAMEF into disrepute; and/or
 - 8.15.1.7 any acts falling under the auspices of NAMEF
- 8.15.2 The onus of proving the charge shall lie with the NAMEF Executive Committee, which must prove the charge on a balance of probabilities.
- 8.15.3 The Disciplinary Committee shall, subject to these Rules, have the power to:

- 8.15.3.1 delegate and/or elect one or more of its member(s) to initiate and/or conduct disciplinary proceedings against a Member.
- 8.15.3.2 appoint a pro-forma prosecutor and/or nominee to represent NAMEF in all disciplinary hearings before the Disciplinary Committee.
- 8.15.4 All the parties to the disciplinary proceedings shall be notified by the Disciplinary Committee of the date, time, and place of the hearing.
- 8.15.5 No party other than a party summoned or called as a witness to appear before the Disciplinary Committee shall be entitled to attend a hearing except with permission of the Disciplinary Committee.
- 8.15.6 No party shall be entitled to legal representation, but may be represented by an Individual who is a member of an Affiliated Member of NAMEF.
- 8.15.7 The pro-forma prosecutor conducting the prosecution may:
 - 8.15.7.1 Before the accused pleads guilty to a charge, withdraw the charge, in which event the accused shall not be entitled to a verdict of acquittal in respect of that charge; and
 - 8.15.7.2 at any time before the accused pleads to a charge at any time after an accused has pleaded to a charge, but before conviction, stop the prosecution in respect of that charge, in which event the Disciplinary Committee will acquit the accused in respect of that charge(s).
- 8.15.8 The pro-forma prosecutor conducting a prosecution shall:

Read out the charge sheet addressed to the accused and the accused will then be asked by the Chairman of the Disciplinary Committee to plead "guilty" or "not guilty" to the charges.
- 8.15.9 Where the accused pleads guilty:

The Disciplinary Committee shall, if satisfied that the accused is guilty of the offence to which he has pleaded "guilty", convict the accused on the accused's plea of "guilty".
- 8.15.10 Nothing in this rule will prevent the pro-forma prosecutor from presenting evidence on any aspect of the charge, for the purposes of determining an appropriate sentence.
- 8.15.11 Where the accused pleads not guilty:

The Disciplinary Committee may, in its discretion, enquire from the accused whether he wishes to make a statement indicating the basis of his defence.
- 8.15.12 Where the accused elects not to make a statement or does so, and it is not clear from the statement to what extent the accused denies or admits the issues raised by his plea, the Disciplinary Committee may question the accused in order to establish which allegations in the charge are in dispute.
- 8.15.13 The Disciplinary Committee may, at its discretion, put any question to the accused to clarify any matter raised under this provision, and will enquire from the accused whether an allegation which is not placed in issue by the plea of "not guilty" may be recorded as an admission by the accused of the allegation, and if the accused so consents, such admission will be recorded and will be enough proof of such fact.

- 8.15.14 The pro forma prosecutor may then call witnesses in support of the charge/s.
- 8.15.15 The accused will have the right to ask questions of such witnesses. Such witnesses may also be questioned by the pro-forma prosecutor and members of the Disciplinary Committee.
- 8.15.16 The accused may then call witnesses who may be cross examined by the pro-forma prosecutor and members of the Disciplinary committee.
- 8.15.17 The accused may then give evidence on his own behalf and in such event, he may be cross examined by the pro-forma prosecutor and the Disciplinary Committee.
- 8.15.18 The Disciplinary Committee may, if it thinks it is desirable, or on application by the pro-forma prosecutor, or the accused, allow further evidence to be led by either the pro-forma prosecutor or the accused, or by both, after their cases are already closed.
- 8.15.19 "Hearsay" evidence as well as television and video recordings may be allowed to be used by any party to the proceedings, with permission of the Chairperson.
- 8.15.20 No evidence of any previous misconduct of the accused will be admitted, unless it is an element of the current charge or relevant to it, the accused will have put his character in issue.
- 8.15.21 After all evidence has been led, the pro-forma prosecutor will be allowed to address the Disciplinary Committee on the evidence and the legal position, and this will be allowed irrespective of whether the accused has led evidence or not.
- 8.15.22 Thereafter, the accused will likewise be allowed to address the Disciplinary Committee. The pro-forma prosecutor may reply on any question, which the accused has raised in his address.
- 8.15.23 Upon the conclusion of the case, the Disciplinary Committee will deliberate thereon. At the discretion of the Disciplinary Committee, the hearing may be postponed to another date at which the verdict will be delivered.
- 8.15.24 Once a decision has been reached, the Chairman will notify the parties in writing of the verdict.
- 8.15.25 If the accused is found "not guilty", the proceeding will be declared closed.
- 8.15.26 If the accused is found "guilty" or the accused has pleaded "guilty", the pro-forma prosecutor will be entitled to address the Disciplinary Committee regarding a suitable sentence to be imposed and the accused will be entitled to address the Disciplinary Committee in mitigation of sentence. At the request of either party, the proceedings may be postponed to a subsequent date to allow the parties to prepare their presentations in either mitigation or aggravation of sentence.
- 8.15.27 Having heard the submission of the parties, the Disciplinary Committee will deliberate upon the most suitable sentence to be imposed.

- 8.15.28 Once a decision has been reached, the parties will be recalled (if necessary) and the Chairperson will announce the sentence.
- 8.15.29 The Chairperson shall make available to the parties a written record of the verdict and the sentence recommended, at the conclusion of the hearing and in so doing shall provide the reasons, therefore.
- 8.15.30 At the discretion of the Disciplinary Committee, and/or upon representation by either of the parties, the Disciplinary Committee may advise the parties that it will communicate its verdict and/or receive submissions in mitigation or aggravation of sentence and/or deliver its sentence in writing to all the parties by way of electronic mail, in order to facilitate the speedy and cost-effective finalization of the matter, in order to avoid unnecessary costs occasioned by the holding of further in-person meetings.
- 8.15.31 The recommendation of the Disciplinary Committee shall be referred to the Executive Committee who shall amend or ratify same within 5 (five) days, where after it shall be final and binding.

ANNEXURE A

EVENTING TESTS, DISTANCES, SPEEDS AND OBSTACLES

DRESSAGE									
	<i>EVC 75</i>	<i>EV 75</i>	<i>EVC 85</i>	<i>EV 85</i>	<i>EVC 95</i>	<i>EV 95</i>	<i>CCN 1*</i>	<i>CCN 2*</i>	<i>CCN 3*</i>
<i>SA Eventing</i>	PR TR70	TR70	PR EV80	EV80	PR EV90	EV90	EV100		
<i>FEI Eventing</i>							1*	2*	3*
CROSS COUNTRY - Distances & Speeds									
	<i>EVC 75</i>	<i>EV 75</i>	<i>EVC 85</i>	<i>EV 85</i>	<i>EVC 95</i>	<i>EV 95</i>	<i>CCN 1*</i>	<i>CCN 2*</i>	<i>CCN 3*</i>
<i>Distances in m</i>	1600-2400	1600-2400	1800-2600	1800-2600	2000-2800	2000-2800	2000-3000	2600-3120	3025-3375
<i>Speed in mpm</i>	420	440	440	460	460	480	500	520	550
<i>Efforts</i>	15-18	15-18	18-22	18-22	20-24	20-24	20-25	25-30	27-32
CROSS COUNTRY - Obstacle Dimensions									
	<i>EVC 75</i>	<i>EV 75</i>	<i>EVC 85</i>	<i>EV 85</i>	<i>EVC 95</i>	<i>EV 95</i>	<i>CCN 1*</i>	<i>CCN 2*</i>	<i>CCN 3*</i>
<i>Fixed</i>	0.75m	0.75m	0.85m	0.85m	0.95m	0.95m	1.05m	1.10m	1.15m
<i>Brush</i>	0.95m	0.95m	1.05m	1.05m	1.15m	1.15m	1.25m	1.30m	1.35m
<i>Top Spread</i>	0.85m	0.85m	0.95m	0.95m	1.05m	1.05m	1.20m	1.40m	1.60m
<i>Base Spread</i>	1.05m	1.05m	1.25m	1.25m	1.55m	1.55m	1.80m	2.10m	2.40m
<i>Without Height</i>	0.95m	0.95m	1.25m	1.25m	1.70m	1.70m	2.40m	2.80m	3.20m
<i>Drop</i>	0.85m	0.85m	1.05m	1.05m	1.25m	1.25m	1.40m	1.60m	1.80m
CROSS COUNTRY - Water Depths & Distances									
	<i>EVC 75</i>	<i>EV 75</i>	<i>EVC 85</i>	<i>EV 85</i>	<i>EVC 95</i>	<i>EV 95</i>	<i>CCN 1*</i>	<i>CCN 2*</i>	<i>CCN 3*</i>
<i>Height Drop into water</i>	n/a	n/a	n/a	n/a	0.80m	0.80m	0.90m	0.95m	1.00m
<i>Minimum Width of water crossing</i>	6.00m	6.00m	6.00m	6.00m	6.00m	6.00m	6.00m	6.00m	6.00m
<i>Max Depth of Water</i>	0.35m	0.35m	0.35m	0.35m	0.35m	0.35m	0.35m	0.35m	0.35m
<i>Min Dist before any obstacle in water</i>	n/a	n/a	n/a	n/a	6.00m	6.00m	6.00m	6.00m	6.00m
<i>Min Dist between obstacles sited in water</i>	n/a	n/a	n/a	n/a	9.00m	9.00m	9.00m	9.00m	9.00m
JUMPING - Maximum Dimensions-Distances-Speeds-Efforts									
	<i>EVC 75</i>	<i>EV 75</i>	<i>EVC 85</i>	<i>EV 85</i>	<i>EVC 95</i>	<i>EV 95</i>	<i>CCN 1*</i>	<i>CCN 2*</i>	<i>CCN 3*</i>
<i>Heights</i>	080m	080m	0.90m	0.90m	1.00m	1.00m	1.10m	1.15m	1.20m
<i>Oxer Spread</i>	0.90m	0.90m	1.000m	1.000m	1.10m	1.10m	1.25m	1.35m	1.45m
<i>Triple Bar Spread</i>	1.00m	1.00m	1.10m	1.10m	1.20m	1.20m	1.45m	1.55m	1.65m
<i>Maximum Distance</i>	600m	600m	600m	600m	600m	600m	600m	600m	600m
<i>Speed</i>	300mpm	300mpm	325mpm	325mpm	350mpm	350mpm	350mpm	350mpm	350mpm
<i>Efforts</i>	8-10	8-10	8-10	8-10	10-12	10-12	10-12	10-13	10-14

ANNEXURE B

**EVENTING OFFICIAL'S QUALIFICATION REQUIREMENTS
FOR FEI CCI* INTRO REFER TO FEI RULES**

Officials		Championship	Namibian Event
Ground Jury	Dressage Judges	NAMEF dressage judge list: min level E	NAMEF dressage judge list: min level N
	Show jumping Judges	NAMEF show jumping judge list: NATIONAL	NAMEF show jumping judge list: NATIONAL
Technical Delegate		National registered	NAMEF registered
XC Course Designer		National registered	NAMEF registered
SJ Course Designer		National Level	National Level

ANNEXURE C

FREESTYLE RULES

This is a competition of artistic equitation to music at all levels. The competitor is, however, free in the form and manner of the presentation he chooses within a fixed time. The test should clearly show the unity between rider and horse as well as harmony in all the movements and transitions.

The choreography of the test should show originality with order, avoiding the limitations of a normal dressage test, but not confusing the judge and spectators with indiscernible patterns.

The degree of difficulty of the composition of the test is marked by the judge, but the rider risks elimination if movements from a higher level/grade are included.

It is desirable that the character of the chosen music should match the horse's way of going. Transitions between paces should be flowing and continuous, without disruptive gaps in the sound and rhythm of the test.

Any type of music may be chosen, and its enhancement of the horse's movements will be the judging point. Vocalized music is allowed but should not distract from performance.

1. All Freestyle competitions held at Recognized Events must be run in accordance with these rules as well as all applicable Dressage rules.
2. Judges shall be appointed in accordance with qualified levels.
3. All grades and age classifications are catered for. Eligibility of competitors must be published in the schedule.
4. Judging sheets, which state the required movements, are available in the same way as ordinary dressage test sheets (DSA Musical Freestyle test sheets; available on NAMEF website).
5. Music must be recorded on a USB, CD or MP3, depending on the show holding body's equipment, and played through a loudspeaker system. Live music, performed next to the arena, is not permitted.
6. Problems with a rider's music failing during a Freestyle Test - In case of any technical failure that will interfere with the competition, the judge at C shall ring the bell. It is recommended that in clear cases of external disturbance, the same procedure is applied. In the case of an athlete's music failing during a Freestyle Test and in cases where there is no back-up system, the rider can, with the permission of the President of the Class at C, leave the arena. There should be minimum interference with the starting times of the other athletes. The affected athlete should return to complete or restart his/her test during a scheduled break in the competition or at the end of the competition. The President of the Class, after conferring with the athlete, will determine when the athlete should return to the arena. It is up to the athlete whether to restart the test from the beginning or to commence from the point where the music failed. In any case, the already given marks will not be changed.
7. Freestyle for Pony Rider Preliminary and Pony Rider Novice grades will be performed in an arena measuring 20m x 40m. All other grades will be performed in an arena measuring 20m x 60m. The duration of the tests in the various grades will be indicated on the relevant test sheets (available on the NAMEF website).
8. In the case of a Freestyle test being clearly above or below the required time limit, there will be a deduction of 0.5 % from the total of the artistic score. Slight failure to perform within the given time (approx. 10 seconds), should be treated generously, without a deduction of marks, especially if unusual circumstances (such as external distractions or bad conditions of the ground) occur.
9. Dress for these competitions is the same as worn in the respective classes of normal dressage competitions, as per NAMEF/ FEI rules unless otherwise stated. Rules regarding saddlery and related tack apply.
10. The test must start and finish with a halt and salute on the centre line. The timing of the test will be executed from the move-off after the first halt to the transition into the final halt. A rider must enter the arena within 20 seconds of the music starting and the music must cease on the final halt.
11. All the required movements listed on the test sheets must be performed and will be marked out of 10 in the normal way (refer to 5.6). Failure to perform a movement will result in a 0 being recorded for the movement.
12. If the rider deliberately performs a more advanced movement than normally ridden in that grade, no mark for the technical execution of that movement is possible (see Directive 3). Advanced

Freestyles may include movements from Advanced and Prix St Georges. Intermediate Freestyle will use the Intermediate I Freestyle sheet and may include movements from FEI Intermediate I level. The National Grand Prix Kur may include movements from Intermediate II and above and will be scored on the Grand Prix Freestyle Sheet.

13. All entries for Freestyle, unless otherwise stated in the schedule, must be within the current grading criteria, with the exception that, Advanced Horses may enter the Grand Prix Freestyle.
14. In the event of a breakdown of the broadcasting equipment, the judge will ring the bell, and the test will be recommenced when the sound is restored. If, at the start of the test, the rider is dissatisfied with the quality of sound reproduction, he/she may indicate to the judge, and the possible malfunction of the equipment can be investigated.
15. Quadrilles and Pas de Deux's will be judged as per the FEI Rules for Pas de Deux's (refer to FEI Dressage Rules, Annexure 4).
16. Pas de Deux is a class in competitive dressage where two horse/rider combinations are in the arena at the same time. Pas de Deux teams consist of two horses and two riders each performing as both a team and individually, with the emphasis of the scoring being on the quality of the movements executed. Pas de Deux teams perform a self-choreographed test at a specified freestyle level.
17. Test Sheets: Freestyle test sheet (DSA Freestyle or any other approved by NAMEF.)

DIRECTIVE FOR JUDGING MUSICAL FREESTYLE TESTS:

1. Technical marks:

The mark for the technical execution depends only on the quality of performing the compulsory movements of the test. Scoring is, as in the standard tests. The judge gives a mark (half marks are allowed) for each single movement shown. If the rider performs a movement several times, the judge has to give several single marks, which then will be averaged by the judge to a final mark for this movement at the end of the performance. The total for the technical execution is found by adding the final marks for each movement (multiplied by their coefficients) divided by the number of movements + coefficients. (Deductions in the case of mistakes see below).

2. Artistic marks:

The five artistic marks are scored by full, half, or decimal marks and multiplied by their coefficients:

1. Rhythm, Energy and Elasticity
2. Harmony between Rider and Horse
3. Choreography
4. Degree of Difficulty
5. Music and Interpretation of the Music

The total for the artistic performance is calculated by adding the five final marks, multiplied by their coefficients.

All artistic marks are depending on the quality of the technical execution. It is especially important that the artistic marks for

1. Rhythm, Energy and Elasticity
2. Harmony between Rider and Horse
4. Degree of Difficulty

should correlate the technical score.

That means if a Freestyle shows a high degree of difficulty, but the technical execution is incorrect, especially the marks for harmony and degree of difficulty must be lowered. On the other side, if the quality of the execution is high but the degree of difficulty is low, the degree of difficulty mark cannot be increased significantly.

Also, the marks for

3. Choreography and
5. Interpretation of Music

Can be negatively influenced in cases of resistance, disobedience, and disturbance.

3. Deductions from the Artistic Mark:

Time: In the case of a Freestyle test being clearly above or below the required time limit there will be a deduction of 0.5 % from the total of the artistic score. Slight failure to perform within the given time (approx. 10 seconds), should be treated generously without a deduction of marks, especially if unusual circumstances (such as external distractions or bad conditions of the ground) occur.

Errors: For all kind of errors etc. see FEI Dressage Rules, Art. 430

Music: If it does not match the paces, transitions or the final salute, the mark for music must be reduced.

Further deductions in the case of omissions or a wrong execution see below:

4. Execution of the Movements:

Halts: The first and the last halt and salute must be shown on centre line in the direction of C. Mistakes before the first salute have to be considered.

Walk: Walk should be shown 20m consecutively on a straight or curved line. Half walk pirouettes (180°) may be embedded into the collected walk.

Volte: The compulsory centre volte in a pony Freestyle can only be counted if shown in true canter.

Lateral Work:

- Trot: Counter changes of hand in trot are always allowed.
- Mistakes: A mistake in a flying change at the end of a half pass reduces the mark for the half pass itself.
- The angles of half passes are at the rider's discretion. However, half passes shown below the steepness of the relevant standard tests, will be regarded as quite easy.
- Travers and renvers are allowed as additional part of the choreography but do not substitute the requested half passes.

Extensions:

- Extended trot on the circle line or through 2 corners is only regarded as medium trot.
- An incorrect flying change when returning from extended canter reduces the mark for the extended canter itself. Canter pirouettes: Canter pirouettes (half, full, max. 2x) must be shown from collected canter and lead to collected canter.

Canter pirouettes:

- Canter pirouettes performed from/into halt, walk or piaffe are only counted if in addition to a correct pirouette (from and into collected canter). If they are the only ones shown to either side, the technical mark must be below 5 and the marks for choreography and degree of difficulty cannot be higher than 5.5.
- Double pirouettes should be judged as one movement and not given the average mark of the two single pirouettes.
- A combination of pirouettes left/right should at least have 3 to 4 canter strides in-between.

Piaffe Pirouettes:

- Piaffe pirouettes (only in addition to a requested piaffe with a minimum of 10 steps straight) are scored technically as a piaffe, each time shown. Piaffe pirouettes can be shown in many ways: from 90° to 360°, or as a fan with changes of direction. More than 360° in one direction is not recommended in a well-balanced choreography.

Passage Half Passes:

- Passage half passes (only in addition to a requested passage with a minimum of 15 meter (NEW!) on one track) are scored technically as a passage, each time shown. They can be shown as single half passes in one direction or as a "zig-zag". They should be executed at least 5 meters sideways to make them recognizable.
- Piaffe pirouettes and half passes in passage can only be counted as a difficulty if well executed (7 or above)

5. Deductions in the case of omissions or of a wrong execution

5.1. Omissions or movements of a higher class (No mark for the technical execution possible)

Omissions:

If a compulsory movement has been left out completely and **deliberately**, the judge must give a zero (0) for the movement.

The scores for both, choreography and degree of difficulty cannot be higher than **max. 5.5**. It is up to the judge to go further down with these marks if more than one movement has been left out.

Movements of a higher class:

If a competitor **deliberately** shows movements of a higher class not mentioned in the test sheet, no mark for the technical execution of that movement is possible.

The scores for both, choreography, and degree of difficulty, cannot be higher than **max. 5.5**. It is up to the judge to go further down with these marks if more than one movement of a higher class has **deliberately** been shown.

The combination will not be eliminated for showing a movement of a higher class anymore.

5.2. Incorrect execution of any kind

(I.e., a movement has been shown but in the wrong way, which means a mark for technical execution is possible)

In the event of the following movements being **deliberately** shown (not as a result of a mistake), the mark for the technical execution of that movement must be below 5.

The scores for both, choreography, and degree of difficulty, cannot be higher than **max. 5.5**. It is up to the judge to go further down with these marks if more than one movement of a higher class has **deliberately** been shown in an incorrect way, regarding the Freestyle Rules.

Exceeding the requirements deliberately:

Regardless of this movement having also been shown correctly – no averaged marks!

Execution not according to rules:**Paces:**

- Walk not shown on straight or curved lines but only performed clearly as lateral movement (e.g., as a shoulder-in, a half-pass etc.).
- Extended trot only shown on a circle line or through two corners.
- Collected canter without showing 8m volte (Pony Freestyle, movement 13).

Movements:

- Piaffe only shown as a pirouette
- Passage only shown as a half pass

Execution below requirements:

*(if shown **deliberately**, without having been shown correctly at least once)*

NEW: In the event of the following movements being **deliberately** shown (not as a result of a mistake!), the mark for the technical execution of that movement has to be below 5.

The scores for both, choreography and degree of difficulty, have to be appropriately diminished.

- Clearly less than 20m walk consequently or 1 x 15m passage (New!)
- Clearly less than 1 x 10 straight steps piaffe
- Half instead of full pirouette
- Deliberately not enough changes in a series (not due to mistakes)

Not being able to show the required number of changes due to a mistake or resistance of the horse, will not automatically reduce the mark for choreography and degree of difficulty, but must reduce the technical mark and can reduce the mark for harmony.

5.3. Mistakes of the rider

(Deduction in the Mark for Harmony = the Rider's Mark)

In the event of the following being shown, the Harmony Mark should be reduced by **0.5**. The judge must deduct 1.0 point in cases when the rider tries to influence the public with his hands more frequently:

- Influencing the public with the hand
- Removing the hat

The movements concerned should be technically judged as usual unless the rider influences the horse with his hat. This should lead, in addition to an insufficient technical score for the respective movement(s).

DIRECTIVE FOR ASSESSING THE DEGREE OF DIFFICULTY IN A MUSICAL FREESTYLE TEST

1. Initial Comments:

All exercises should be clearly defined with set points marking the beginning and end. Half passes are to be clearly marked as well as executed on clear lines. There should be equality in the Freestyle using both reins.

Excessive use of personal horse/rider strength movements should be avoided as it negates from the choreographic balance of the Freestyle. Difficult movements (e.g., piaffe and passage) should have a greater emphasis placed on their execution in the Freestyle. A clear placing of the movement allows for better judgment and thus a better scoring capability from the judge's standpoint.

The Freestyle presentation should be clearly and logically constructed, displaying a true harmonious balance between the horse and rider. Harmony, fluidity, and equality are the Freestyle's important foundation. The elements with a high degree of collection should repeatedly interact with exercises containing forward impulsion, clearly presenting the basic gaits.

All elements that raise the degree of difficulty shall be positively rated when fully complemented and supported by the music. Additional Piaffe pirouettes, passage half passes, and canter pirouettes combined with half passes are not considered as a higher degree of difficulty, although they are to be rated positively in the choreography.

Classical Dressage in the presentation of a Freestyle test, as stated in the rules of the FEI, is the highest priority.

2. Assessment of Degree of Difficulty

The assessment of the Degree of Difficulty in a Freestyle test cannot be made separately from the other technical and artistic scores. There is a close connection between the degree of difficulty and the technical execution, as they greatly determine the first two artistic scores. Lack of quality in the execution of the movement is considered a deficit in the performance ability of rider and/or horse. These must be taken into consideration as deductions in the degree of difficulty scoring.

The **basic requirements** of the Freestyle are achieved when the rider shows all compulsory movements listed in the test sheets for each level. The rider can increase the degree of difficulty and raise the score for his performance (when executed with technical correctness) by:

- Appropriate repetition of single exercises, especially the exercises with a coefficient.
- Exceeding the minimum requirements of the exercises, such as number of simple and flying tempi changes or piaffe steps, but without exaggeration.
- Showing a steeper angle than requested in half passes possibly combined with changes of direction
- Executing the movements on lines without the support of arena rails, such as on the inner track, the quarter or centre line, or on angled or curved lines, (e.g., circle or serpentine).
- Well-chosen placing of movements in positions that make their execution more difficult: e.g., directly in front of the arena rails, as well as pirouettes directed outwards, possibly towards the spectators.
- Well-presented clearly defined combinations of movements (e.g., half-passes in trot followed by half-passes in passage, flying changes every second stride immediately followed by changes every stride and vice versa).
- Showing demanding and difficult transitions (e.g., piaffe or passage derived from the halt without prior development of impulsion; transition from walk or halt directly into a series of flying changes; significant but still harmonious transitions out of an extended pace to a highly collected exercise: e.g., extended trot to piaffe or extended canter to (half) canter pirouette or piaffe.
- Performing movements or transitions with the reins in one hand but without exaggeration.

A **well-calculated risk** is demonstrated when the Degree of Difficulty corresponds to the potential and the level of training of rider and horse. A challenging, technically correct performance is a significant testimony of a high standard of riding ability and the training of the horse. On the other hand, obvious mistakes in the execution of the movements may reflect an over-asking by the rider of the horse, which means a badly calculated risk, and the score for the Degree of Difficulty must be reduced.

If the classical dressage cannot be presented as stated in the rules, it is necessary to react by reducing the mark for the Degree of Difficulty.

3. Guidelines for Scoring:

With special attention to the initial comments and the clarifications under point 6, the recommended directives for points awarded for Degree of Difficulty are as follows:

- When only the minimum requirements for the basic level are fulfilled, approximately 6.0.
- When there is a rise in the Degree of Difficulty according to the level of standard tests, minimum of 7.0.
- When there is a rise in the Degree of Difficulty (calculated risk) the score should rise accordingly.

ANNEXURE D**AUTHORISATION OF VETERINARY TREATMENT**

Indicate discipline: Jumping / Dressage / Endurance / Eventing

FOR COMPLETION BY VETERINARIAN

Event: _____ Date: _____

Horse's Name: _____ Passport No: _____

Person responsible/Athlete: _____

Grading Class: _____

Symptoms or condition requiring medication: _____

Medication (including dosage): _____

Active ingredient (see label): _____

Route of administration: Intramuscular / Intravenous / Subcutaneous / Topical / Oral / Rectal

Date and time of administration: _____

In my opinion, after examination and treatment of the horse above, I herewith recommend that the horse is
FIT / UNFIT for participation at this event.

Name of Veterinarian: _____ Signature: _____

FOR COMPLETION BY THE PRESIDENT OF THE GROUND JURY

In accordance with the report and the recommendation of the Veterinarian, the above horse having received
veterinary treatment or medication as indicated above, MAY PARTICIPATE / MUST BE WITHDRAWN.

Name of President of the Ground Jury: _____

Signature: _____ Date and Time: _____

ANNEXURE E

NAMIBIAN EQUESTRIAN FEDERATION PROHIBITED DRUG SCREENING PROTOCOL FOR THE SPECIMEN COLLECTION, HANDLING AND TRANSPORT

SCOPE:

Details of the procedure for collection, handling and transport of test items requiring prohibited substance screening according to a split sample regime (an Original and equivalent Reference sample).

SUPPLIED REQUIREMENTS

Labelled plastic sample bottles (sealed) containing

- Labelled Heparin-coated (green-capped) blood collection tubes 10 ml
- Disposable Gloves
- 21G Needles
- Bull nose connectors
- Metal seals and wires
- Tamperproof seal bags
- NAMEF Specimen Report Sheet (to be retained by NAMEF)
- NHA Analysis Request Form (to be returned to the NHA Laboratory)

PROCEDURE FOR COLLECTING, LABELLING AND SEALING SAMPLES:

Collection of blood samples:

- 1 Open one of the supplied sealed plastic bottles containing similarly numbered three blood tubes.
- 2 Collect blood from the horse employing this set of similarly numbered 3 x 10ml heparin-coated (green-capped) blood collection tubes.
- 3 Use a new needle and fill the blood tubes as much as possible. (Two of the labelled blood tubes will be labelled Original and one tube will be labelled Reference)
- 4 The three tubes should all be placed inside the same plastic sample bottle these originated from, this bottle will (and must) have the same number as the three blood tubes. Sample all the other horses in the same way, every time using a new bottle with three blood tubes.

Procedure for sealing samples in bottles:

- 1 Fit the bottle inner and outer cap to each plastic bottle containing the 3 blood tubes. Seal the bottle employing the metal wire and seal supplied in the same way the bottle was sealed originally.
(Sealing to be done in the presence of the 'responsible person' (owner/trainer) who must sign the relevant documents)
- 2 Do not seal the bottle in the security bag until the specimen and seal numbers have been recorded.
- 3 Note that each specimen bottle will be sealed in a bag of its own. Complete NAMEF Specimen Detail Sheet and the NHA Analysis Request form. Complete NAMEF Specimen Report Sheet (a few copies attached) for every horse sampled, recording also the details of the bag in which the bottle will be placed.
NOTE: NAMEF Specimen Report Sheet must **NOT** be sent to the laboratory and the identity of the horse must **NOT** be disclosed to the laboratory.
- 4 Complete the NHA Analysis Request Form (attached), detailing the sample numbers, seal numbers and bag numbers. (these details are a quick check to the laboratory to ensure that seal numbers are correct and that all the collected samples have been received).

1 Procedure for sealing bottles in security bags:

Only seal the bottle in the security bag after the specimen and seal numbers have been recorded on the NAMEF Specimen Detail Sheet and the NHA Analysis Request Form.

Note that each specimen bottle will be sealed in a bag of its own. Seal by removing the protective strip and folding over the edge as indicated.

Place the sealed security bags and the NHA Analysis Request Form (and not NAMEF Specimen Report Sheet) into the courier bag.

NOTE: All unused items should be returned to the Laboratory in the courier bag.

NOTE: Full blood should be stored refrigerated and transported cooled, ideally at 4 - 8 °C. The transport of blood tubes within a bottle within a bag is ideal for this purpose. It must be noted that full blood haemolyses upon freezing and that such specimens must never be frozen. Store the courier bag in the fridge until collection by the courier company. **Never store in the freezer.**

- 2 The Waybill number obtained from the courier company must be faxed or e-mailed to the Laboratory (the address details is below) to make the Laboratory aware that these specimens have been dispatched.**

Laboratory contact details:

The National Horseracing Authority of Southern Africa - Laboratory

PO Box 74439

14 Turf Club Street, Turffontein Racecourse,

Turffontein 2190

Tel 011 683 9283

lab@nhralaboratory.co.za