



High Performance Handbook - 2010



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Section 1 - *History of Equestrian Australia*

The early years

The Equestrian Federation of Australia (EFA) was established in 1951, with Mr (later Sir) Samuel Hordern appointed as President. EA was formally affiliated with the Federation Equestre Internationale (FEI), the world governing body of equestrian sport, in May of that year. The legendary R.M. Williams, who was Editor of Hoofs and Horns magazine at the time, was instrumental in the formation of the organisation, and the magazine was initially appointed as the official publication of EA.

The Branches and National Office

Branches were gradually established in each State and the Northern Territory. A National Office was established to maintain liaison with the FEI and other National Federations and to manage Australian representation at international competitions, both at home and overseas.

During the 1990s, the governing body of EA, its Federal Council, explored ways in which to make EA a truly national organisation, rather than one composed of members of individual State Branches. On 12 July 1997, EA became Equestrian Australia Ltd, a company limited by guarantee. Its Board of Directors comprised the State Chairs and a number of appointed Directors. From 2001, the general membership was able to directly elect a further three Board members.

Current structure

At a General Meeting at Sydney Airport on Sunday, 18 January 2004, the shareholders (State Branches) of The Equestrian Federation of Australia Ltd resolved to implement the recommendations of a governance review that had had been undertaken over the previous 18 months.

This resolution resulted in a totally new form of governance. Since 2004, a skills-based Board of five Directors has been elected by the shareholders from nominations received from the general membership of EAEA.

At the 2008 Annual General Meeting the name change from Equestrian Federation of Australia to Equestrian Australia Limited (EA) was approved and immediately implemented. The new Equestrian Australia logo, and State Bbranch logos were formally introduced on 01 February 2009.

Section 2 - *EA Vision and Mission*

Vision

To have a vibrant equestrian community with increasing participation in a professionally-run sport, where all members have the opportunity to fulfill their aspirations

Mission

The EA mission is to advance the conduct and development of equestrian sport by:

- fostering international success; and
- increasing participation and interest in the sport locally

Long-term objectives

EA aims to advance the sport in Australia through the achievement of the following long-term objectives:

- effective governance and management to provide a sustainable organisation;
- maintaining and improving the success of Australian competitors at international level;
- growing participation and spectator/media interest in equestrian sport through a range of strong development programs that are agreed to and implemented in partnership with EA Branches and member clubs;
- a vibrant program of international events and domestic

Section 3 - *EA Structure*

Role of Equestrian Australia

The 'governing bodies' of Equestrian Australia are the National Board, the EA Sport Committees (SCs) – Dressage, Jumping, Eventing, Vaulting, Show Horse and Carriage Driving – the National Coaching Accreditation Scheme (NCAS) Committee, the National Office (including the High Performance Manager), and the Branches of EA. Affiliated organisations, such as the Australian Endurance Riders Association (AERA), play a role in the administration of FEI disciplines that are not fully integrated into the EA system.

The EA Board sets the overall policy and governs the National organisation. EA Sport Committees develop and administer the sport technical aspects of their respective 'disciplines' (sports). The National Office, together with the EA State Branch Offices, implements Board policy to provide the best possible range of services to the members of the EA.

The current Board consists of the following people:

<i>Chair</i>	Mr. Paul Cargill
<i>Directors</i>	Mrs. Natalie Nichols
	Ms. Mary-Louise Ganter
	Mr. Graeme Baulker
	Mr. William Fells
	Mr. Graham Sharley
	Ms. Robynne McTaggart

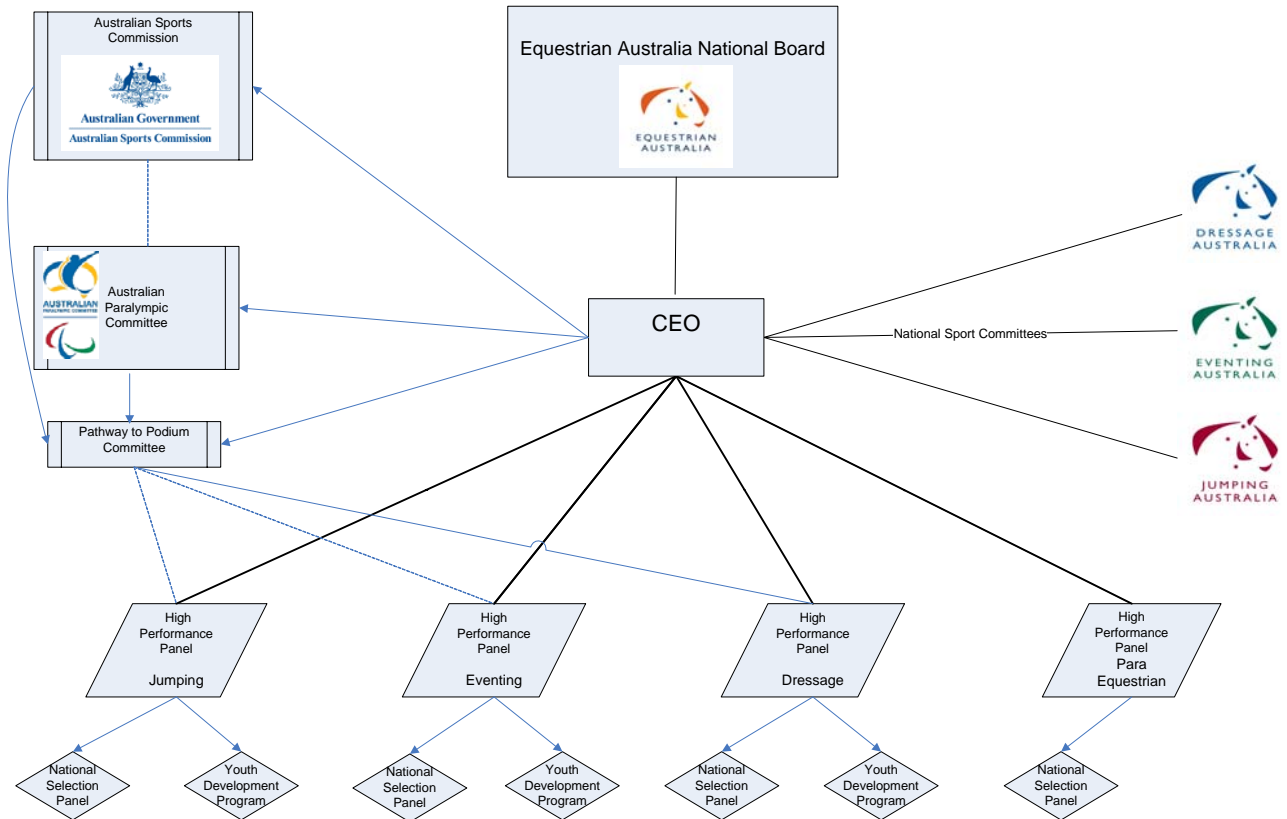
Correspondence to the Board should be addressed to:

The Chief Executive Officer
Equestrian Australia
PO Box 673
Sydney Markets, NSW 2129
Fax: (02) 9763 2466
Email: ceo@efanational.com

EA Governance and Management

The governance and management structure outlined below provides an indication of the paid, part-time and voluntary/honorary positions at National level that are responsible for the coordination and delivery of EA's High Performance annual operational plan.

EA HIGH Performance Program Structure



Note:

1. High Performance Panels are ultimately accountable to the National Board and not to their respective National Sport Committees.
2. Pathways to Podium (P2P) Committee – Examines overall HP Program performance and special PSP initiatives.
Consists of: ASC Executive, ASC Sports Consultant, APC Executive, NSWIS Executive, EA CEO, EA HPM, HP Panel representatives from each discipline

Section 4 - *High Performance Management Structure*

High Performance Manager (HPM)

The High Performance Manager (HPM) has management and administrative responsibility over the High Performance (HP) area. He provides written and verbal reports to each National Sports Committee at their six-monthly meetings.

The HPM reports to the EA National Board with a written report and, on occasions, in person.

High Performance Program (HPP)

The High Performance Program (HPP) is developed and overseen by High Performance Panels for each sport (discipline). The panels comprise key personnel from the National Teams and EA National Sports Committees (NSCs). The panels report to, and are accountable to, the EA Board in respect of their individual sports through the Chief Executive Officer (CEO) and the High Performance Manager (HPM).

The High Performance Panels were instituted in 1996. There are four panels: Eventing, Dressage, Jumping and Para-Equestrian.

(From 01 January 2009 EA assumed responsibility for the management of the Para-Equestrian High Performance Program and the Paralympic Preparation Program (PPP).

The panels are comprised of the following office bearers from each sport:

- High Performance Manager (Chair)
- Chair of National Sport Committee (see note re Para-Equestrian sport Representative)
- Chair of Selectors
- National Coach
- Chef d'Equipe
- A rider advisor with international experience
- Team Veterinarian

Note:

Until the formation of a National Para-Equestrian Sport Committee, the Sport Representative will be responsible for liaising with all groups involved with the development and delivery of Para-Equestrian Sport and representing their views on the High Performance Panel

High Performance Panel Members 2010

<i>Position</i>	<i>Eventing</i>	<i>Dressage</i>	<i>Jumping</i>	<i>Para-Equestrian</i>
<i>High Performance Manager</i>	Brett Mace	Brett Mace	Brett Mace	Brett Mace
<i>Chair of National Discipline Committee</i>	Gillian Rolton (SA)	Lesley Sullivan (NSW)	Vicki Roycroft (NSW)	Sharyn Gregory (NSW) (Sport Representative)
<i>Chair of Selectors</i>	Seamus Marwood (Vic)	Joanne Fowler (WA)	Peter Cooke (WA)	Pauline Perry (Tas)
<i>National Coach</i>	Wayne Roycroft (NSW)	Not represented	Rod Brown (NSW) <i>on behalf of Gilbert Böckmann</i>	Julia Battams (Vic)
<i>Chef D'Equipe</i>	Rod Hanna (Vic)	Deborah MacNicol (Vic)	Stephen Lamb (NSW)	Sally Francis (Vic)
<i>Rider advisor with international experience</i>	Georgia Clifford (NSW)	Di Jenkyn (Qld)	Colleen Brook (NSW)	Vacant
<i>National Veterinarian</i>	Denis Goulding (SA)	Janine Dwyer (Qld)	Andrew Hunt (SA)	Janine Dwyer (Qld)
<i>Additional Member</i>				

Section 5 - *High Performance Appointments and Administration*

High Performance Manager (HPM)

Subject to funds being available to support this position, the Chief Executive Officer, in consultation with the Board or a subcommittee of the Board, will appoint a High Performance Manager.

The High Performance Manager reports directly to the Chief Executive Officer and will make a report to the Board at least once every six months. The duties of the High Performance Manager will include the following:

- coordinating and managing coaching and training programs of national squads
- coordinating identification and development of high performance athletes
- managing all OAP funding, including maintaining an effective audit trail
- coordinating national coaches and support personnel
- ensuring national focus and coordinating all elite development programs
- developing, maintaining and evaluating elite development plans and programs
- maintaining appropriate levels of reporting and administrative requirements (EA, ASC, AOC).

High Performance Program National Office Support

The High Performance Program and High Performance Manager are supported in the National Office by two Sports Consultants - High Performance. Currently Mandy King and Michelle Battams are employed in these positions and report to the High Performance Manager.

Key tasks for Mandy include:

- assist in coordination of training camps and clinics
- assist in coordination of National Teams
- administrative support to HPM
- assist coordination of National Squads

Key tasks for Michelle include:

- international entries for riders
- administration of FEI calendar & events
- FEI registrations, passports and ID documents
- international competitor licenses

High Performance Meetings

Each High Performance Panel is required to meet at least twice per year but may also meet as required, either 'face to face' or by teleconference, to discuss or resolve issues as they arise.

Appointment Procedure for High Performance Officials

National Selection Panel

The Olympic disciplines (sports) have a maximum of five (5) selectors each, one of whom may be the respective National Coach (where appointed). The National Selection Panels report to the EA National Board through their respective sport's High Performance Panel.

The Selection panels are responsible for the selection of all Australian representative teams and Australian representatives at international championships. Selection Panels are appointed at the commencement of each Olympic cycle and serve a four-year term. Para-Equestrian appointments will only be for period of two years for the 2009-12 period. Para-Equestrian appointments will commence four-year terms from 2013.

Selectors Appointment Panel

This panel consists of:

- Chair of the respective NSC (Chair of the Appointment panel)
- One other member of the NSC, appointed by the NSC
- A rider appointed by the NSC
- A member of the EA Board
- High Performance Manager

Where the Chair has a conflict, the NSC appoints an alternate member of the NSC.

National Coach Appointment Panel

This panel consists of the:

- Chair of the NSC (Chair of the Appointment Panel)
- One other member of the NSC, appointed by the NSC
- A member of the EA Board
- High Performance Manager

Where the Chair has a conflict, the NSC appoints an alternate member of the NSC.

The election or appointment processes for technical/sports positions should take place between October and December, so that the new panels begin their term in the New Year.

Chef d'Equipe Appointment Panel

This panel consists of:

- Chairman of the NSC (Chair of the Appointment panel)
- One other member of the NSC, appointed by the NSC
- A rider appointed by the NSC
- A member of the EA Board
- High Performance Manager

Management Positions

- Section Managers and Chefs d'Equipe are appointed for four year terms, with each term including a World Equestrian Games and an Olympic Games.
- The appointments will be on merit – the best person for the job should be selected.
- The Board will appoint a Selection Committee, with delegated responsibilities to make recommendations to the Board for ratification.
- Candidates will submit applications detailing their relevant skills and experience, with names and contact details for referees.
- The selection panel will discuss all applications, decide on a short list, and, if appropriate, interview the best candidates.
- The National Office will provide administrative support for this process – it will call for applications, receive and document applications, distribute them to the selection panel, arrange interviews and follow up with referees.

Section 6 - *Finances*

Australian Sports Commission (ASC) Funding

The Australian Sports Commission has been funding EA High Performance program in the following manner:

- 2005 / 2006 \$1,313,000
- 2006 / 2007 \$1,463,000 (includes \$87,000 Sport Development Grant)
- 2007 / 2008 \$1,476,000 (includes \$87,000 Sport Development Grant)
- 2008 / 2009 \$1,476,000
- 2009 / 2010 \$1,476,000

The High Performance funding is approximately divided as 52% Eventing, 16% Dressage and 16% Jumping, 16% Administration.

Para-Equestrian receives separate funding for the HP Program from the Australian Paralympic Committee through the Australian Sports Commission.

All High Performance funds are managed by the HPM, except for the 16% that is allocated to 'Administration'. All payments under the HP area are authorized and requested by the HPM.

The ASC also provides funding to the HPP through five other programs, each of which has a specific focus.

Pathways to Podium

Following Beijing, the Commission has reviewed the BAP (Beijing Athlete Program) program and is currently developing an approach to the management of high performance programs that matches the identified needs of each sport. This high performance management framework will be collectively grouped under the heading of the Pathways to Podium program (P2P) and follows on from the national pathways planning process coordinated by the Commission in 2007/08. The P2P program will be based squarely on the principle of sport runs sport and has the following characteristics:

- Each P2P program will be established to streamline effective decision making as well as facilitating the appropriate level of strategic discussion and interaction between the Commission and the sport based on the individual sports capacity and capability.
- The P2P will be based on the establishment of a management committee structure involving representatives of the NSO, the Commission and the AIS. At the strategic level these meetings will be co-chaired by the NSO and the Commission/AIS.
- The P2P will fully incorporate considerations and implementation of the National Talent Identification and Development program.
- The Boards and management of NSOs (with the exception of Canoeing Australia) have the autonomy and the authority to own and operate their high performance program. Canoeing Australia has not yet reached a point of financial and corporate stability to assume once again responsibility for

running the program. This responsibility will sit with the AIS as it did in the lead up to Beijing, Canoeing Australia will however be an important stakeholder represented in strategic and operational decision making.

- Each P2P program will be individually negotiated and agreed with each NSO to ensure it meets the needs and expectations of each NSO and the Commission.
- The P2P program will incorporate the scope of each NSOs high performance pathway, including talent identification and development across all the sports high performance disciplines.
- In relation to integration of Paralympic programs it is felt that the existing Paralympic Strategic Committee and the joint management committees are sufficiently aligned to, and are consistent with, the proposed P2P structure on a sport by sport basis. These committees generally work at an operational level, however if major strategic issues are identified they could be referred to the strategic management committee. The Australian Paralympic Committee will continue to be engaged as appropriate.

Australian Government Sports Training Grant (AGSTG)

This funding, formerly known as Direct Athlete Support (DAS), is targeted towards elite athletes, based on both their medal potential and individual needs, to assist with their training as we move towards the next Olympic Games.

Funding to Equestrian via this program currently is being received based on an Eventing team of five riders, and an individual Jumping rider (Edwina Alexander). This funding is paid directly to the riders and is subject to each rider having a taxable income of less than AUD\$60,000 pa, averaged over three years.

ASC Coaching Scholarship

This program's primary objective is to provide opportunities for potential and current elite coaches to develop skills and knowledge to coach effectively in high performance programs.

The scholarship program is administered by the ASC's Coaching and Officiating Unit (C&O) (formerly the Australian Coaching Council and Sport Education Section) in partnership with the Australian Institute of Sport (AIS) and National Sporting Organisations (NSOs).

The scholarships provide potential high performance coaches with a structured, intensive learning program through placement with a recognised elite mentor coach and elite athlete sports program for a period of 12 months to two years. Placements are usually made within an AIS, State institute or academy of sport program, alongside the head coaches of these programs. To complement the practical learning, scholarship coaches undertake an educational component, which may include post-graduate coaching qualifications or other appropriate courses.

Scholarship coaches are expected to be integrally involved in the elite program in which they are placed. The mentor coach is central to the success of this program and is responsible for creating an environment where the scholarship coach can learn and develop in the theory and practice of elite coaching. This enables the scholarship coach to develop a comprehensive understanding of elite athletes and the programs in which they train and compete.

In partnership with the AIS and national sporting organisations, the scholarship program aims to continue to set the standards of excellence in elite coach education and development in Australia

Elite Coach Development Program

This program provides a 2 year period of assistance, support and monitoring to a personalised professional development program for coaches currently in the High Performance coaching structure of the targeted sport. They will be existing national coaches or considered to be in the next generation of national coaches.

This program is driven by the ASC High Performance Coach Consultant and will work with a small number of coaches from high priority sports. Each individual coach will be supported by:

- an individual coach assessment of their personal and professional capabilities and needs;
- an ASC/NSO negotiated flexible framework of professional and personal development, specifically designed to fast track the high performance development of the targeted coach; and
- a centralised (ASC) program of monitoring and assessment.

Australian Olympic Committee (AOC) Funding

The Australian Olympic Committee provides the following funding support:

International Competition Funding

For the period 2009-2012, the AOC is providing funding to the National Federations (NFs) towards their costs of international competition. The funding amount is \$2500 per athlete and official in each of the four years.

This AOC funding is based on the teams which, or number of athletes who, have qualified or are likely to qualify and be nominated by NFs for the 2012 Australian Olympic Team.

Adidas Medal Incentive Funding

Athletes who won medals at the 2008 Olympic Games and who win medals in 2009, 2010 and 2011 at World Championships or other major international events of a comparable standard (agreed in advance by the AOC as 'benchmark events') are considered for *adidas Medal Incentive Funding* the following year in the below amounts:

Athletes

<i>Year</i>	<i>Gold</i>	<i>Silver</i>	<i>Bronze</i>
2009	\$15,000	\$10,000	\$7,500
2010	\$15,000	\$10,000	\$7,500
2011	\$20,000	\$13,400	\$10,000
2012	\$20,000	\$13,400	\$10,000

The purpose of this funding is to help Australian elite athletes in their efforts to gain selection for the 2012 Olympic Games in London and to win medals for their country.

Australian Paralympic Committee (APC) Funding

The Australian Paralympic Committee is funding EA High Performance program in the following manner:

- 2009 / 2010 \$240,000 High Performance funding

Para-Equestrian receives separate funding for the HP Program from the Australian Paralympic Committee through the Australian Sports Commission.

Section 7 - *Rider Funding Programs*

EA is providing a range of funding programs during 2010 as part of the overall National High Performance Program. Funding support programs are reviewed annually by each High Performance Panel.

The funding listed in this Handbook is used as a guide. Riders should check their 2010 Rider Agreement for confirmation of funding they are entitled to.

The current programs are detailed below.

Eventing Elite Squad Rider and Horse Support

As of 1 January 2010 these funding payments will no longer be paid to the riders. Instead, this funding will be used to help finance the 2010 World Equestrian Games (WEG) campaign.

Eventing Elite Directed Funding Support

As of 1 January 2010 Directed funding support will no longer be paid to the riders. Instead, this funding will be used to help finance the 2010 World Equestrian Games (WEG) campaign.

Eventing Elite Rider Competition Support

Competition Support Funding 3DE (Elite Squad only)

Riders may receive competition support funding for 3DEs completed/entered on their elite squad horse. Only funding for one 3DE per 6 month period will be paid. Details of the funding are listed in the table below.

<i>Rider base</i>	<i>Sydney</i>	<i>Adelaide</i>	<i>Werribee</i>	<i>GBR</i>	<i>Europe</i>
NSW	\$500	\$2000	\$1,500		
Vic	\$1,500	\$1,500	\$500		
SA	\$2,500	\$500	\$1,500		
QLD	\$1,000	\$3000	\$2,000		
WA	\$4,000	\$2,500	\$4,000		
TAS	\$1,500	\$1,000	\$1,000		
GBR				\$750	\$3500
One Day Events	\$250	Australia and overseas			

Restricted to up to 4 ODE or CIC in preparation for 3DE

Note: If a rider has multiple horses on the Elite Squad, only one horse will receive support

Competition Support Funding – Preparation events (Elite Squad only)

This program is aimed at directly supporting those riders who compete on their listed squad horse/s in CIC's and one day events in preparation for a CCI. Every 6 month period, riders can claim funding for up to 4 CIC or one day events at \$250 per event.

Eventing World Cup Final Funding Support

Guidelines

The High Performance Program (HPP) will provide funding to assist two Australian riders to attend the annual FEI Eventing World Cup Final. The guidelines for this funding are as follows:

- One Australian-based rider and one overseas-based rider will receive the funding.
- To claim the funding, the combination must be currently listed on either the Elite or A Squad
- Other qualified horses can participate in the Final as per the FEI rules for the World Cup (maximum five Australians).
- The Australian-based and overseas-based rider with the highest points score, based on the FEI Rules for the World Cup qualifiers, will be eligible to receive the funding. The points are based on a rider's placing in the qualifiers, with the three best placings counting towards eligibility for the Final.
- If there is more than one rider on the same points, the funding will be determined by using the FEI rules, ie:
 - 1) the rider with the highest placing in a qualifier; or, if still equal,
 - 2) the rider with the lowest actual penalty points in the qualifiers.

Funding

To receive funding the selected horse must gain a veterinary clearance by the Eventing Team Veterinarian.

Riders may also apply for additional funding from EAs International Competition Development Fund (ICDF). This funding is by application only and any rider travelling to compete in the World Cup Final may apply for ICDF. This program is managed separately to the HPP and is application-based. It is the responsibility of the rider to apply for this funding. Details of the ICDF program can be obtained from the EA National office.

For Australian based riders	\$10,000
For Overseas based horses	\$ 2,500

Eventing International Official Funding Support

This program aims to attract specific international judges to judge at CCI events in Australia, with the aim being to recruit judges who are likely to officiate at future WEG and Olympic Games. The intention is to give these judges the opportunity to see our riders and become familiar with their riding ability. Of equal, and possibly greater, importance is the conduct of video review sessions between the judges and our elite competitors. These video sessions have been very beneficial and are part of the reason why Australia has improved its dressage score in Eventing team competitions.

EA usually contributes up to \$10,000 towards judges' travel and accommodation costs. The following conditions must be met:

- The judges must be approved by the High Performance Panel as suitable for the purposes of the funding (i.e. that they are potential judges at future WEG or Olympic Games).
- Each judge must conduct a video review session with the Australian high performance squad riders. It is the responsibility of the event Organising Committee (OC) to ensure that the judge agrees with this requirement. The OC must provide a room suitable for the conduct of this video review.

The following events are traditionally funded:

- Sydney CCI***
- Melbourne CCI***
- Adelaide CCI****

The HPM will provide the OC with an agreement that outlines the conditions of the funding.

Eventing Fence Up-Grade Funding Support

This program is aimed at ensuring that cross country fences at Australian CCI events mirror international trends and give our riders and horses the chance to compete over challenging and high quality fences with good footing.

EA will usually provide \$10,000 funding for the following events:

- Sydney CCI***
- Melbourne CCI***
- Adelaide CCI ****
- Lakes and Craters CCI***
- The Australian HSBC CIC-W (\$5,000)

Funding from this program must be directed towards design and construction of the venue cross country course, with particular emphasis on key fences and/or towards the footing of the cross country or steeple chase course. The course builder is required to liaise with the Eventing National Coach over the specific use of the funding. EA will provide the funding if it is satisfied that the objectives of the program have been achieved. This program will now be expanded from 01 July 2009 to include one CIC3* in the following States:-

Western Australia South Australia Victoria Queensland NSW

The HPM will provide the event OC with an agreement that outlines the conditions of the funding.

Dressage Programs

Dressage Overseas Judge Support

This program aims to attract specific international judges to judge at CDI events in Australia, with the aim being to recruit judges who are likely to officiate at future WEG and Olympic Games. The aim is to give these judges the opportunity to see our riders and become familiar with their riding ability. Of equal, and possibly greater, importance is the conduct of video review sessions between the judges and our elite competitors. These video sessions have been very beneficial and form part of the reason why Australia has improved its Dressage score in team competitions.

EA usually contributes up to \$5,000 towards judges' travel and accommodation costs. The following conditions must be met:

- The judges must be approved by the Chair of the National Dressage Committee as suitable for the purposes of the funding (i.e. that they are potential judges at future WEG or Olympic Games).
- Each judge must conduct a video review session with the Australian high performance squad riders. It is the responsibility of the OC to ensure that the judge agrees with this requirement. The OC must provide a room suitable for the conduct of this video review.

Jumping Programs

Jumping Overseas Elite Rider Support

EA is providing funding to overseas-based jumping Elite Squad riders as part of the overall National High Performance Program. This funding support is to ensure Australian overseas-based riders receive some support in coaching, veterinary and medical support services.

The table below details funding available to National Jumping Squad members who meet the following criteria:

- are overseas-based riders who obtain an MES (Minimum Eligibility Standard) for the Olympic Games or WEG; and
- obtain consistent Top 10 performances at CSI *** events (or better) and/or at their nominated events for selection.

<p>Directed Support Funding</p> <p>There are three areas towards which this funding can be used:</p> <ul style="list-style-type: none"> • private coaching • veterinary • medical support services <p>Overseas riders may only claim funding for these three areas however may choose how much funding is applied to each service. As an example, rider A may choose to use \$4,000 for veterinary, \$3,000 for coaching whereas rider B may decide to use \$4,000 for coaching and \$3,000 towards medical (physiotherapy, massage etc).</p> <p>To receive this funding, invoices for services received must be submitted with EA claim form.</p>	<ul style="list-style-type: none"> • Overseas based riders \$7,000 per year <p>paid maximum of \$3,500 per six months</p> <p>Funding is based on a per rider basis and not the number of horses on the Squad.</p> <p>All funding must be used in the same financial year.</p>
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Section 8 - *National Teams*

In Australia, Equestrian team campaigns do not take place as regularly as in other sports due to the cost and logistics of moving horses around the country and overseas. The following team campaigns fall under the HP area:

Eventing Teams

The Senior Eventing Trans-Tasman series is held every two years, with the host country alternating (2003 in NZL, 2005 in Adelaide). The 2007 Senior Trans-Tasman was held in Taupo, New Zealand.

Young Rider Eventing Trans-Tasman series is also held every two years, with the host country alternating (2006 in NZL). Australia will host the 2008 competition in April 2009 at Camperdown, Victoria. The 2008 competition was rescheduled to 2009 due to Equine Influenza.

Under the Trans-Tasman agreement, the host nation provides ground transport for horses and team members, accommodation, stabling, meals and feed. Travel to and from the host country is the responsibility of the NF of the travelling team. Teams are selected from Australian-based riders and are open selections.

Jumping Teams

The Senior Jumping Trans-Tasman series was implemented in 2004 and in January 2005 New Zealand sent a team to Australia to compete in the Sydney World Cup and Kiama World Cup.

Teams are selected based on open selection. The tours are partially- funded or self funded dependant upon funding being available. Under the Trans-Tasman agreement the host nation provides ground transport (horses and team members), accommodation, stabling, meals and feed. Travel to and from the host country is the responsibility of the NF of the travelling team.

The last Senior Jumping Trans-Tasman event was held in March 2007 in New Zealand. New Zealand will host the 2009 competition in the lead-up to the Horse of the Year Show.

Dressage Teams

There is no formal Dressage Trans-Tasman program, although there have been tours on borrowed horses and also at Prix St Georges level. The National Youth Development program has also been invited to attend. These tours are self-funded.

Future Trans Tasman Competition

From 2011, Equestrian Australia and Equestrian Sports New Zealand will conduct a combined Senior Trans Tasman competition featuring all 3 Olympic disciplines and Para-Equestrian at the same competition. Australia will host the inaugural event with New Zealand to host the Senior event in 2013. The senior competition will be held every two years.

In 2012, New Zealand will host the Young Rider Trans Tasman Competition in the three Olympic disciplines. The competition format (with the exception of the Para-Equestrian) will be the same as for the senior competition. Australia will host the competition in 2014.

World Equestrian Games

The World Equestrian Games are held every four years and feature seven Equestrian disciplines (Eventing, Dressage, Jumping, Para-Equestrian, Vaulting, Driving, Reining and Endurance). Para-Equestrian has been added for 2010 onwards.

EA is responsible for the delegation overall, but only the Olympic & disciplines plus Vaulting, Carriage Driving and Para-Equestrian are currently EA 'sports'. EA liaises with the Reining and Endurance national bodies to co-ordinate entries, accommodation bookings and other administrative matters for Reining and Endurance competitors.

WEG is a major effort as EA is responsible for all logistics, funding issues, uniforms and related administrative matters. Each sport plans its program leading into WEG and then, once at WEG, comes under the control of the Chef de Mission. Attendance at the test event is important. The next WEG will be in Kentucky, USA, in September/October 2010.

Other International Teams

EA often receives invitations from other NF's for Australia to send teams to International competitions hosted by the NF. Mostly, these competitions are on borrowed horses.

The High Performance Program policy is that, while it supports sending competitors to these competitions, it is on the proviso that these teams are self-funded by the riders. The HP Program, through the National Office, will provide administrative support and uniforms. If required, the designated National Selection Panel will select these teams from candidates who make application as required.

Riders selected for these competitions must sign a 'modified' Team Member Agreement.

Information on these competitions and requests for applications (including officials) to participate in these events will be posted via the EA website.

Team Management Structure

Overview

Below is a summary of the responsibilities of various EA Officers and Team Officials.

When Coaches and other officials have been appointed, the Chef d'Equipe should form a close association with them to enable preparations and arrangements to be carried out as smoothly as possible. Where necessary, the Chef d'Equipe should delegate certain duties to individuals and the responsibilities of each official should be conveyed to team members.

The Chef d'Equipe remains accountable to the Chef de Mission/High Performance Manager for the Australian Team.

The Chef d'Equipe should keep the Chef de Mission/High Performance Manager, the relevant Sport Committee Chairman and other stakeholders informed of the progress of tour arrangements and of any changes that may occur.

Summary of Responsibilities

Chef de Mission/Section Manager

The Chef de Mission/Section Manager is responsible for:

- overall management and control of all Australian Teams
- overall planning of each campaign
- delegation of responsibility to various team officials
- preparation and administration of budgets for National Teams

Chef d'Equipe

The Chef d'Equipe is responsible for:

- working closely with EA to clearly define the duties and responsibilities of all team officials. In particular, he/she must work closely with the High Performance Manager and relevant High Performance Panel regarding all aspects of the team/tour;
- supervising the co-ordination of clothing, equipment, finances, transportation and accommodation;
- coordinating all efforts to meet the needs of riders, coaches, officials and to minimise problems before tour and on tour;
- maintaining liaison between event Organising committees, the coach and the team.

Team Head Coaches

The Team Head Coach is responsible for the coordination and conduct of coaching activities at training camps and on tour and must ensure that all team members receive appropriate coaching between selection and the commencement of the tour. The Team Head Coach will:

- assist the Chef d'Equipe in the planning of training camps and tours, particularly the planning of competition, training and travel schedules to best meet the needs of the riders;
- coordinate the preparation and implementation of team training and coaching programs;
- liaise with the Chef d'Equipe to ensure adequate support, facilities and equipment are available for team staff and riders;
- provide technical coaching support to other National Team Coaches, where required or requested;
- assist other National Team Coaches maintain athlete welfare during training camps, the tour and at competitions;
- liaise with riders' personal coaches to ensure optimal preparation for competition;
- assist the Chef d'Equipe, where required, in the representation of EA at official functions and in the maintenance of good relations with other touring teams.

Horse Transport and Quarantine

International Air Transport

EA has been using International Racehorse Transport (IRT) for overseas transport of horses. Although there are other agents in Australia, IRT has proven to be an excellent and reliable service provider.

IRT are 'brokers' and their job is to arrange the freight service with airlines, undertake all customs and government paperwork at departure point and arrival point, quarantine, blood testing and flu vaccinations.

Horse transport is based on space on a pallet (usually they are pallets designed for horses, but not always!). As the client, EA normally purchases a full pallet and pays the full price for it whether or not one, two or three horses are shipped on it. Configuration on pallets is either 'single stall', which means three horses per pallet, or 'wide stall', which means two horses per pallet.

EA will normally send Dressage & Jumping horses in a wide stall configuration because of their size. With Eventing horses, the spaces taken depend on the size of the horses travelling. Eventing horses are generally smaller than Dressage and Jumping horses and are often able to travel single stall but, ultimately, team management will decide transport configurations on a case by case basis. EA usually sends a vet and/or senior riders to accompany horses on international flights.

Horses require an FEI Passport to travel overseas and compete internationally. These are issued by the EA Sports Consultant - High Performance.

Vaccination for Equine Influenza

To ensure that horses are eligible to compete in Europe, they must have a current Equine Influenza vaccination history. The primary vaccination course involves two vaccinations, 28- 42 days apart, or a booster dose within 12 months of a previously recorded primary course. The 28-42 days period is to meet AQIS re-import conditions. FEI rules say the second shot can be given after 21 days.

The full primary vaccination course can be administered prior to export or, alternatively, the initial vaccination can be administered in Australia, and the second administered in Europe.

It is important to ensure all vaccinations are completed more than 14 days prior to competition. We also recommend no vaccination is given within seven days of export to avoid any possible after-effects.

Team Member Behaviour Protocol

Overview

All members of EA Teams, and in particular the Chef d'Equipe, are obligated, amongst other things, to behave in a proper manner and to the absolute satisfaction of EA.

The standard of behavior of each team member will be assessed not only in terms of their obligations under the Team Membership Agreement, but also in light of the following values developed by the AOC's Athletes Commission. These values are detailed in the following pages.

Riders' Code of Ethics

As a participant in any activity held by or under the auspices of EA, each rider must meet the following requirements in regard to their conduct during any activity or event:

- Respect the rights, dignity and worth of fellow riders, coaches, officials and spectators.
- Refrain from any conduct which could be regarded as sexual or other harassment towards fellow riders and coaches.
- Respect the talent, potential and development of fellow squad members and competitors.
- Care for and respect the equipment provided to you as part of your program.
- Be frank and honest with your coach concerning illness and injury and yours and your horse's ability to train fully within the program requirements.
- Conduct yourself in a professional manner in regard to language, temper and punctuality.
- Maintain high personal behavior standards at all times.
- Abide by the rules and respect the decision of the adjudicator, making all appeals through the formal process and respecting the final decision.
- Be honest in your attitude and preparation to training. Work equally hard for yourself and your team/crew.
- Cooperate with coaches and staff in development of programs to adequately prepare you for competition at the highest level.

Chef d'Equipe and Behavior Process

The Chef d'Equipe is responsible for the behavior of riders and officials in his/her Team. This responsibility commences as soon as riders and officials are selected to the Team or to a Team Squad. Chefs d'Equipe are expected to promptly advise each of their team members of the standards of behavior required and to ensure that there are no misunderstandings as to EA's expectations in this regard.

Chefs d'Equipe will remain responsible for each team member until they conclude their involvement with the Team.

During team tours/camps, and as appropriate according to competition schedules, Chefs d'Equipe will:

- Schedule a daily meeting (at least) of their team;
- Ensure they know the whereabouts of their team members at all times;
- Arrange social occasions for the team; and
- Monitor the behavior of team members, especially in Team accommodation, to ensure that no disturbance is created for other Team members.

The Chef d'Equipe must promptly report to the CEO and the HPM all incidences of failure to observe the required standards of behavior. Failure to do so will be deemed unacceptable behavior by a Chef d'Equipe. The Chef d'Equipe may give the CEO and the HPM a recommendation as to the sanction to apply where a rider or other team member has failed to meet required standards of behavior.

Where a Chef d'Equipe believes that a team member should be expelled from the Team the matter should be referred to the CEO. If complaints are received about a Team member's behavior, the member's Chef d'Equipe will be asked to investigate the matter and report all details to the CEO, who will ensure that all complainants receive a response and a determination.

Examples of Required Standards of Behaviour

Team Accommodation

- All Team members must respect the privacy and comfort of fellow Team members and other residents, in particular those team members and residents still involved in competition.
- Team members must comply with the directions of their Chef d'Equipe and other Team Management.

Venues

- Team members must respect the authority of officials from the Australian Team and the FEI, and must behave with decorum and dignity.

Alcohol

- Team members under the age of 18 years are not permitted to consume alcohol.
- The primary role of Team members is to perform to the best of their ability at the event for which they have been selected. Consumption of alcohol must not detract from this performance and Chefs d'Equipe may determine a policy to apply to their team or individual team members in this regard.
- Whilst acknowledging that Team members will want to celebrate after completing their competition(s), Team members must not allow their behavior to be adversely affected by alcohol, become unruly or cause offence to others.
- All Team members are expected to counsel and assist their fellow Team members to prevent inappropriate behavior before it happens.

Public Behavior

- When in public whilst a member of a National Team, especially when dressed in elements of the Team uniform, Team members should display politeness and general courtesy to all members of the public.
- Team members should be accommodating, within reason, to all requests for autographs and must be especially attentive to, and supportive of, requests from children.

Media conferences/interviews

- When being interviewed by the media, Team members are expected to be polite, punctual and courteous. Team members should be honest in their answers but must be circumspect in regard to comments that reflect on the team or EA (see media guidelines below).

Uniforms

- At Team functions, Team members are to wear Team uniform, unless otherwise advised.
- In giving pre-arranged interviews with television media, Team members are required to wear formal Team uniform, Team tracksuit, or the 'formal' polo shirt.

Damage to Property

- Any Team member who damages, or contributes to damage to, property in a Competition Venue must report this to his or her Chef d'Equipe.
- Team members will be responsible for the cost of repairing damage they have caused.
- Team members are reminded that any damage to property, either within or outside competition venues, may be the subject of litigation or criminal prosecution. Team members are personally responsible for any damage to property they may cause.

Police

- If an incident involving the Police occurs, Team members must advise their Chef d'Equipe. As soon as a Chef d'Equipe is aware of such an incident, he/she must advise the CEO and HPM/Section Manager/Chef de Mission immediately and provide a report in writing as soon as possible.

Media Guidelines

The Chef d'Equipe or the Chef de Mission (WEG)/High Performance Manager is the spokesman for the Australian Team. Unless and until otherwise directed by the CEO:

- Riders may comment or communicate with the media only in relation to their prospects and performances at the various events they are competing; and
- Chefs d'Equipe, coaches and other athlete support staff may comment or communicate with the media only in relation to the events, prospects or performances of those riders they are managing, coaching or supporting at an event.

In giving any interview Team members must not disparage or criticise other Team members or their sport's performances. Each Team member is at liberty to accept or decline to be interviewed by the media. If giving an interview to television media, Team members must wear Team uniform.

These are guidelines only and may be amended or varied by the CEO at any time in his absolute discretion.

Section 9 - *Competition Information*

Information received by EA Office regarding competitions will be forwarded immediately to the relevant Sport Committee Chair.

Entries for all National Teams will be coordinated through the EA Office.

Instructions for Riders Intending to Compete Overseas

Riders planning to compete overseas must follow the process below for international event entries:

Before leaving Australia

- Apply for an International Competitor's licence. To apply for an International Competitor's Licence, you must be a current EA member. This licence will allow you to compete in competitions overseas.
- Both the rider and the horse (if you are planning on taking one) must be registered with the FEI if they intend to compete at an international event. This registration must be renewed at the beginning of each calendar year.
- Horses travelling overseas must have an FEI Horse Passport to travel and compete. When applying for an FEI passport, allow at least three weeks for the validation process to take place.
- Application forms for competitors' licences, FEI rider and horse registration and FEI horse passports are available for download at www.equestrian.org.au under the 'EA Services' drop-down menu.

Competition - the invitational process

To enter competitions overseas, riders must have a personal (which the National Office will request for you) or National Federation invitation.

Personal invitations

Riders must provide Michelle (michelle@efanational.com), in advance, a list of the competitions that they wish to attend. This will give her time to request an invitation if a National Invitation has not been issued.

National Federation Invitations

These arrive at EA Office and are forwarded to appropriate overseas-based riders in the relevant country or region. Riders intending to compete overseas should leave their email addresses and contact details with EA National Office so that they can be included on the circulation list for National Invitations.

- When a rider receives an invitation for an International competition that he/she intends to accept, the rider must reply to Michelle (with a copy to Mandy – mandy@efanational.com) providing competition entry details. Required details are:
 - Rider name and FEI Number
 - Horse name, FEI Number and all horse details (breed, colour, height, age, sire, dam, owner)

- Section of the competition the rider wishes to enter (eg. Big or Small Tour in Dressage, CCI3* or CSI3*)
- On receipt of the above information EA will send the Organising Committee of the event an endorsement of the entry. *Please note: Riders must still complete and lodge their own entries.* EA endorses riders' entries but does not enter for them!
- For Dressage, if you are competing overseas for the first time, you will need to be assessed by National Dressage Selectors before being endorsed by EA.

The entry process

- EA will begin the entry process by sending an 'Entry in Principle' to the Organising Committee of the event. This tells the OC that Australia intends sending riders to the event. At this stage no entry details are required.
- Nominated Entries – Nominated Entries are sent to the Organising Committee with details of riders and horses that intend competing. Details may still be changed at this stage; however, it is recommended that all entries are as close to being correct as they possibly can be.
- Definite Entries – Definite Entries are the final entries that are sent in. These entries cannot be changed unless the horse and rider are withdrawing for a valid reason, eg lameness or illness. Any withdrawal after definite entries have taken place will incur the full entry fee and will not be refunded.
- Riders will be copied in on this Definite Entry so that they know it has been sent.

Section 10 - *National Eventing High Performance Clinics*

General Information

The National Clinic Program is a major part of the HP program for Eventing in each State. Clinics are also conducted in GBR and are available to all Australian riders based in GBR to attend, however priority goes to members of the National Squads.

Due to the difficulties of horse transport, EA does not run centralised clinics, except where there is a training camp prior to a major event that involves team riders located at the same venue. This only occurs for WEG, Olympic Games and Trans-Tasman events.

The number of clinics to be conducted for each State per year is listed below. The numbers are agreed with the High Performance Manager.

The Clinics should be conducted by the National Coach or, where he/she is not available, a suitable coach appointed by the National Coach.

<i>State</i>	<i>No. of clinics</i>
Victoria	3
South Australia	3
Western Australia	3
Queensland	3
Tasmania	2

Note: NSW is not included as funding for clinics in that State is incorporated into the NSWIS funding agreement.

Logistical arrangements for the coach for each clinic are made by the EA Sports Consultant (High Performance). The State Coordinator is responsible for the hire of the venue and the coordination of the attending riders. State Coordinators are also responsible for the scheduling of the clinics throughout the year. Clinic dates are to be submitted to the High Performance Manager by 30 March each year.

Ten horse/rider combinations is the maximum number permitted per day for each clinic.

EA will pay the following costs for the coach for each clinic:

- Airfares
- Accommodation
- Ground transport
- Coaching fees

Each State will be responsible for payment of the following for each clinic:

- Venue hire
- Sufficient personnel (as agreed with the National Coach) to assist with jumps and other equipment
- Meals

The State Coordinator should submit a report following each clinic. This should contain:

- Details of riders and horses attending
- Timetable of clinic
- Any issues arising from the clinic

Additional HP Clinics

National clinics prior to the major events will be held as part of the HP Program. These clinics are primarily for National Squad Riders; however, other riders may be invited to attend these clinics. The EA Office will advise the details of these clinics prior to the Events.

Section 11 - *National Dressage High Performance Clinics*

General Information

The National Dressage High Performance Program is a clinic-based program. EA will conduct two (2) major clinics per year with an appointed trainer/coach. All horses and riders on the National Squads will be invited to the clinics.

These clinics are primarily for National Squad members, however should there be any spare places at a clinic, National Selectors may invite potential National Squad combinations for assessment. Members of the National Youth Development Squads may also be invited subject to availability of places.

The attendance of spectators and observers at clinics should be discussed and agreed with the HPM prior to each clinic.

Camp Services

Camp services include:

- EA National Team Veterinarian attends each camp to screen the new squad horses and assessment horses. He also conducts ongoing screening of the existing squad horses.
- John Crampton has provided much of the video service for the camps and the Squad competition performances. John has been working to build a database of footage for each squad member.
- Video analysis sessions are generally conducted with the Coach who critiques performances or training sessions, giving further feedback.
- There is no cost to National Squad members to attend these clinics.
- Travel allowances may be paid to interstate National Squad Riders only as per the chart on page 18 (invited riders are not eligible for travel assistance).

Section 12 - *National Jumping High Performance Clinics*

General Information

Gilbert Böckmann has been reappointed as National Technical Director for 2009 & 2010 following his original appointment in 2007.

During 2009 and 2010 Gilbert will visit Australia on at least two occasions and conduct National and where possible, State-based clinics.

State clinics will normally be over three days in duration and lessons will consist of five groups of three riders per day. Each lesson will be one and half hours in duration.

Rider Selection

It is the responsibility of each State to select riders to attend these clinics and to determine the cost to each rider. Listed National Squad riders resident in the State are to be included and will not pay to attend these clinics.

Clinic Services

The High Performance Program will provide the following services for each clinic:

- coaching fees for Gilbert
- airfares for Gilbert to and from each State

Each host State will be required to provide the following:

- suitable venue for the clinic (as agreed with the HPM)
- accommodation for Gilbert
- meals for EA High Performance personnel attending the clinic
- sufficient personnel (as agreed with the HPM) to assist Gilbert with jumps

State Coordinators are to liaise with the HPM in the planning of each clinic.

The attendance of spectators and observers at clinics should be discussed and agreed with the HPM prior to each clinic, but is generally encouraged.

Section 13 - *National Para Equestrian High Performance Clinics*

General Information

Julia Battams has been appointed as National Coach for 2009 until 2010

The Para-EQ HPP will conduct two clinics per year consisting of two days in each state.

Four National squad camps will be held in conjunction with major National/International competitions per year.

Rider Selection

National Squad members will be invited to all clinics and camps. The Para-EQ will invite other riders to attend clinics in each State to assist in the identification and development of potential squad members for the future.

Clinic Services

The High Performance Program will provide the following services for each clinic:

- coaching fees for Julia
- airfares for Julia to and from each State:
- suitable venue for the clinic
- accommodation for Julia
- meals for EA High Performance personnel attending the clinic

State Coordinators are to liaise with the HPM in the planning of each clinic.

Section 14 - *Horse Owners*

General Information

EA recognises the importance of horse owners to the development and continued success of the Australian Equestrian High Performance Program. In the past there has been only limited recognition and usually only around the time of the Olympic and World Equestrian Games.

EA is in the process of establishing an Elite Horse Owner Program to better service our Horse Owners within the High Performance Program.

National Squad Information for Owners

Owners of horses in National Squads are required to sign the Owner's Agreement before inclusion of their horse(s) in any National Squad.

Section 15 - *National Squads*

General Information

Squad Selection

Each sport will select National Squads annually. Squads for each year will be announced on 26 January (Australia Day) and reviewed mid-year.

The selection criteria for each sport are listed on EA website (<http://www.equestrian.org.au>). The individual sport High Performance Panels are responsible for the development and review of selection policies.

Athlete and Owner Agreements

All riders must sign EA Athlete Agreement and owners EA Horse Owner Agreement before the rider or horse(s) is confirmed on a National Squad.

Agreements will be sent to riders nominated by Selectors for National Squads in December of each year. Following mid-year reviews, those riders and owners who have been nominated for National Squads, but have not yet signed agreements will be sent agreements before being added to a revised National Squad.

Youth Development Program riders will be required to sign a modified EA Rider Agreement.

All riders will be required to sign agreements each year.

Removal from Squads

Any riders being removed from an Elite Squad will be contacted by the Chair of Selectors to inform them of their removal before new squads are announced.

National Squads Structure

Eventing

- | | |
|---------------------|--------------------------------|
| • Elite Squad | approx 10-12 horses and riders |
| • 'A' squad | up to 12 combinations |
| • Youth Development | up to 12 combinations |

Dressage

- | | |
|---------------------|-------------------------|
| • Elite Squad | approx 6-8 combinations |
| • Development | up to 12 combinations |
| • Youth Development | up to 12 combinations |

Jumping

- Elite Squad approx 6-8 combinations
- Development up to 12 combinations
- Youth Development up to 15 combinations (to be reduced to 12 in 2011)

Para Equestrian

- Elite Squad approx 6-8 combinations
- Development up to 10 combinations

Section 16 - *Youth Development Programs*

Background

The EA High Performance Program has operated Young Rider Programs for Eventing, Dressage and Jumping for a number of years. These programs were officially introduced as Youth Development Programs in 2009.

The change in name was required because FEI Young Rider program and event definitions have a very precise age range and EA programs and competitions, both current and future, may include young riders outside the FEI-defined age categories. Eligible members in the Para-Equestrian National Squads will be incorporated into the Dressage Youth Development Program activities.

Program Administration

Youth Development Programs are administered by the High Performance Panel of their respective sport.

A Program Coordinator for each sport will be appointed by the High Performance Panel. Each Co-ordinator will be responsible to the HPM for the management of the selected riders and the activities within the program. These appointments will be made at the commencement of each Olympic cycle, in line with other HP appointments, and will be for a four year period. If any coaches are on ASC coaching scholarships or development programs, they will automatically take on the role of managing their Youth Development Program.

Each sport will be allocated an operating budget, as agreed with the HPM, to conduct its Youth Development Program. Program Managers will be responsible for ensuring that Youth Development Programs operate within budget and that programs are submitted to the High Performance Panels through the HPM.

Youth Development Squad Camps

Youth Development Squad camps for each sport will be conducted twice per year (One camp with horse and the other without at the AIS). These camps will include all Olympic & Paralympic disciplines.

These camps will be held each as follows:-

Athlete Development Camp - AIS Camp Canberra – 2009 (October) from 2010 (July/August)

Horse-based Development Camp – Sydney International Equestrian Centre (May each year commences 2010)

Youth Development Squad Selection

Youth Development Squad selection policies are developed by the High Performance Panel in conjunction with the Youth Development Program Manager and National Selectors for each sport.

Youth Development Squads will be announced on 26 January each year – at the same time as Senior Squads are announced. Youth Development Squads are not normally reviewed mid-year, which gives squad members the opportunity to participate in Youth Development activities for a full year.

Youth Development Program Co-ordinators

Current Youth Development Program Managers are:

Eventing	Prue Barrett (ASC Coaching Scholarship holder)
Dressage	Jan Smith
Jumping	Alison Rowland (ECDP Scholarship holder)

Section 17 - *State Institutes of Sport*

Introduction

The New South Wales Institute of Sport (NSWIS) is the only Australian State sporting institute that has a full Equestrian program. This program is currently managed by Niki Chapman and its purpose is to maximise the collective expertise and resources of Equestrian NSW, NSWIS and EA to achieve medal-winning performances and sustainable international success from the State's equestrian athletes.

Program Aims

The NSWIS Equestrian Program encompasses the three Olympic disciplines – Eventing, Jumping and Dressage). Its aims are to:

- identify and attract elite and potential elite riders;
- fast track the development of these riders by providing world-class coaching, facilities, infrastructure and support services in a clinic based training environment;
- expose, train and test riders' performance in elite-level international training/competition opportunities.

Program Structure

The NSWIS Equestrian Program is serviced by an integrated corporate and athlete and coach services team. The Head Coach, Wayne Roycroft, in consultation with the relevant service providers, plans and develops an agreed list of activities and services. Service plans outlining agreed activities are included in the annual sport plan. Service delivery and effectiveness is reviewed annually and adjusted where necessary (and where possible).

There is an established underpinning squad program conducted by EA NSW in each of the three disciplines. Each program is operated by the relevant discipline council. Funding for these programs is supported by grants from EA NSW, as well as contributions from discipline councils and direct user-pays contributions.

Riders who are identified young riders/juniors are accommodated in elite squad schools when there are places available for them.

The program primarily aims to:

- produce riders who can be included in the elite squad program, competing at both national and international competitions;
- produce coaches who underpin coaching roles of the elite coaches.

These core elements of the NSWIS Equestrian program are seen as the key contributing factors to produce quality athletic performance at the 2008 Olympic Games and 2010 WEG.

Equestrian Scholarships

NSWIS has 27 full-time Equestrian scholarship holders and six Associate Scholarships. The program has \$98,000 per year committed to it from the EA High Performance budget.

Other State Institutes

The South Australia Institute of Sport (SAIS) and the Western Australia Institute of Sport (WAIS) provide some support to individual riders.

The Victorian Institute of Sport (VIS) has had individual riders on scholarship but does not have a full Equestrian program.

Section 18 - *Veterinary Program*

From 2009, each of the High Performance Panels appointed their own Vets to the HP Program

The aim is to ensure that team vets are familiar with the status of squad horses and to assist riders/owners in maintaining their horses for competition.

The appointment is as outlined below:

Eventing Team Veterinarian	Denis Goulding
Europe-based Veterinarian	Graham Potts (GBR)
Dressage & Para-Equestrian Team Vet	Janine Dwyer
Jumping Team Veterinarian	Andrew Hunt
Farrier	TBA
Equine Physiotherapist	TBA

Section 19 - *Sports Science*

Performance Analyst

EA provides a range of contemporary support services in the areas of performance analysis for its riders, coaches, veterinary, coaching and scientific staff, and discipline selectors. These services have been provided to EA since the 2000 Sydney Olympic Games by John Crampton (through his business 'Performance Enhancement Systems'). The services include:

- performance analysis utilising digital video systems;
- provision of edited digital video packages to riders, coaches, selectors and EA HPM;
- development and implementation of innovative ways of capturing and presenting performance-related information for the benefit of coaches and riders;
- maintenance of a systematic digital video library of material collected in training camps and competition settings in the lead-up to World Championships and Olympic Games.

All services are provided through the HPM, and issues raised during the provision of these services are discussed with the HPM.

Section 20 - *Risk Management*

Insurance

EA has insurance cover against a wide range of risks. This cover is renewed annually.

EA has the following categories of insurance with various insurers:

- travel insurance
- general, public and products liability insurance
- professional indemnity
- directors' and officers' indemnity
- personal accident insurance

Travel insurance is provided for all designated National Teams (Olympic Games, WEG, Trans-Tasman, etc).

Insurance for other 'sanctioned' National Teams (usually on borrowed horses) is the responsibility of the rider. These teams will be advised that EA has a suitable package available and that it can be acquired through EA website. (www.equestrian.org.au).

Section 21 - *Media and Promotions*

Media Releases

EA National Office is responsible for the distribution of all media releases to media agencies. Nicky Turner has been appointed Publicity & Promotions Officer for EA. All media should be directed to Nicky at nicky_turner@efanational.com

Useful Tips for Media Releases for HP Personnel

- Where possible, HPP members should endeavour to provide results and relative information on HP Program activities to EA National Office.
- Again, where possible, the results should be accompanied by a brief description of the conditions, opponents and interesting bits of information that can fill out a story.
- Quotes from the riders concerned are always great: for team sports, a comment from the team captain or the best performed rider could be included.
- Media releases before the event will alert the media and can be just as useful as those issued after the event.
- Whilst we are all interested in the Australian results, it is best to provide, where possible, the full results for at least the top three places for each event. These should include the athletes' names, their countries and their placings.

EA Website

EA has developed a comprehensive website (<http://www.equestrian.org.au>) to assist in communicating to the wider equestrian community. This national web site endeavors to provide up-to-date information on issues affecting the equestrian world. Ongoing and effective use of technology will improve our dealings with our members and provide important and useful information.

EA website provides links to our international body, the FEI, so that members can access international rules on-line. There are also links to each of EA Branch offices. We are providing our rules on-line, where possible, so that competitors and event organisers can be sure of completely up-to-date support on rules and regulations.

Section 22 - *Medical Services*

Athlete Anti-Doping

Identified National Squad riders are subject to out-of-competition (OOC) testing and are registered on the Australian Sports Anti-Doping Authority (ASADA) Domestic Testing Pool (DTP).

OOC Testing

Riders on ASADA's DTP data base can be randomly selected to provide a urine sample at any time without notice. Riders travelling overseas must provide contact details to EA. Riders failing to comply with a request for a urine sample may face sanctioning.

Event Testing

EA riders are subject to random testing if they are competing at an international event, national event, professional sporting competition and, in some cases, State championships.

EA Anti-Doping Policy

Any EA rider who commits a doping offence is subject to the hearing process and sanctions outlined in EA Anti-Doping By-Laws. EA Anti Doping Policy can be downloaded from the [EA web](#).

A hard copy can be obtained on request from EA National Office.

Sanctions range from a warning to a two-year ban, depending on the offence.

Anti-Doping Hotline - call 1300 027 232

The Anti-Doping Hotline is a key resource in ASADA's education program.

The Anti-Doping Hotline is a confidential, free-call service for athletes and their support staff that offers information on the status in sport of Australian pharmaceutical medications and substances.

Athletes in doubt about the status in sport of a substance or medication are encouraged to check the Status of Medications page on the ASADA website - <http://www.asada.gov.au> or call the Anti-Doping Hotline on 1300 027 232 between 8am and 8pm (AEST), seven days a week. A unique reference number is provided to each caller as a record of their enquiry.

Athletes should also remember that medical practitioners have access to MIMS reference material which lists the status of Australian medicines in sport.

Food Supplements and Herbal Products

Some food supplements and herbal products contain banned substances but they are not always listed as an ingredient on the packaging. In many cases ASADA cannot guarantee the status of these products.

Uncertain? Ring the Drugs in Sport Hotline 1300 027 232.

Additional Resources and Services

To access resources, and other drugs in sport services, contact:

Australian Sports Anti-Doping Authority

Tel: 02 6206 0200

Website: <http://www.asada.gov.au>

Use of the Therapeutic Use Exemptions Notification Procedure

Any athlete who is taking, or intends to take, a prohibited substance as medical treatment must adhere to the following notification procedure:

1. A rider must have a medical condition for which he/she is taking, or intends to take medication (including inhalants) diagnosed by a medical physician.
2. The athlete must notify the EA High Performance Manager in writing by completing the appropriate approved form (copies available from EA National office and the [EA web](#)) that they have been prescribed a medication containing a prohibited substance ([2010 Prohibited list](#)) NB: It is essential that your physician fully complete the relevant section of the approved form before it is submitted to EA.
3. Once the completed form is received by the HPM he will check the supplied details and, if acceptable, will forward them to the FEI and ASDMAC (Australian Sports Drug Medical Advisory Committee) for approval.
4. EA will maintain a database of those riders who have obtained written approval for therapeutic use of a prohibited substance and will notify the FEI and Australian Sports Drug Agency.

Equine Anti-Doping

The FEI's Competitor Guide to Doping and Medication Control from the FEI Legal and Veterinary Department aims to inform competitors of the anti-doping and medication control rules applicable to international events governed by FEI rules, as well as the services provided by the FEI to assist competitors. In particular, it provides very important information regarding the new Equine Prohibited List and the Equine Anti-Doping and Medication Control Rules, both of which came into force on 1 June 2006. It also contains explanations of the new classification of Prohibited Substances and related sanctions.

The Guide is available on [FEI's website](#).

What are Prohibited substances?

Most medicines and drugs are prohibited if detected in a horse at the time of competition. This ruling is based on the FEI's philosophy that a horse should compete on its own merits without any unfair advantage

that might follow the use of drugs. It is also to prevent horses damaging their athletic potential as a result of drugs masking lack of fitness, lameness or disease.

The Equine Prohibited List includes three classes of Prohibited Substances: Doping, Medication Class A and Medication Class B.

'Doping' implies that a serious attempt may have been made to influence a horse's performance. 'Medication Classes A and B' indicate the finding of a prohibited substance that can be used in *bona fide* veterinary treatment of a horse. Examples of 'Doping' and 'Medication' classes of Prohibited Substances are provided in the Equine Prohibited List that can be found on the FEI website.

Can I treat my horse during or prior to a competition?

If your horse needs medication and is scheduled for competition shortly, you must discuss the options with your treating/team veterinarian. Different drugs take different periods of time to clear from a horse's system. If several drugs are used at the same time, the detection periods can often be unpredictable. With the exception of the permitted medications described above, your horse must be 'clean' at the time of competition.

If your horse is treated during transport to an event or close to competition, or you have any doubt as to whether a substance is still present in the horse's system, you must report this immediately upon arrival at the competition to the FEI Veterinary Official and obtain permission for competition by arranging for your treating/team veterinarian to complete and sign the appropriate FEI Medication Form.

If your horse needs veterinary assistance or treatment at an event, your treating/team veterinarian must obtain permission from the FEI Veterinary Official before administering the medication. The appropriate FEI Medication Forms must be completed and will be sent to the FEI. The information provided will be considered along with the results of any subsequent medication test.

What information is available on detection time for commonly used medicines?

Testing laboratories collect data on the detection times for certain substances commonly used in the routine veterinary treatment of sport horses. Substances for which detection times have been or are being established can be found on the FEI website <http://www.fei.org> and are listed in the 'Medicine Box'.

It is very important to realise that a detection time is not the same as a withdrawal time. The detection time is the approximate period of time for which a drug remains in a horse's system, such that it can be detected by the laboratory, and is provided only as a guide to you and your veterinarian. The withdrawal time for a drug must be decided upon by your treating/team veterinarian and is likely to be based on the detection time plus a safety margin, chosen with professional judgment and at the discretion of your veterinarian, to allow for individual differences between horses, such as size, metabolism, degree of fitness, recent illness or disease, etc.

The existence or non-existence of a detection time for a particular substance shall not affect the validity of a positive finding or the determination of a medication or anti-doping violation according to the FEI Rules.

Please note that recommendations for particular substances may vary in Australia from those published by the FEI. It is best to consult EA National Medication Control Officer or your own veterinarian.

What samples are collected from the horse?

Usually urine and blood are collected under the direct supervision of an FEI testing official. Each sample will be split in two parts, known as samples A and B. Sometimes other samples may be taken, such as leg bandages, hair, or swabs.

All samples will be carefully collected, labeled and packed, and you or your representative will be asked to sign that the procedure has been witnessed. The samples will be sealed and the package sent to a FEI laboratory.

What happens next if the report is positive?

Positive test results typically occur in about 2-3% of all FEI samples. The FEI will notify your National Federation that there has been a positive test result. You will be informed by your NF and will be invited to respond.

Where the positive result falls under Medication Class A or B the administrative sanctioning procedure (also called the 'Fast-Track Procedure') may be offered to the 'Person Responsible' by the FEI, based on objective criteria established by the Judicial Committee. All positive findings that do not fall under the above criteria or fall under 'Doping Prohibited Substances' will be administered according to the regular judicial procedure (with no 'Fast-Track' option).

You may then ask for the B-sample to be analysed. You will have the right to be present or be represented during the identification and the opening of the sample to verify that the B sample container shows no sign of tampering and that the identifying numbers match the sampling paperwork. Please note that costs for the B-analysis may be invoiced if the results are positive.

Who is the 'Person Responsible'?

The 'Person Responsible' for the horse is normally the competitor who rides or drives the horse during an event, but the owner and other support personnel, including grooms and veterinarians, may be regarded as additional 'Persons Responsible'. In Vaulting, the lunger is an additional 'Person Responsible'.

In the case of a borrowed horse, even if the owner is considered as a 'Person Responsible' under the FEI Rules, this does not discharge the rider of his/her responsibility. Riding a borrowed horse necessitates the rider being certain that he/she has full information on all treatments and medications that have been administered to the horse.

Section 23 - *Anti-Doping Information Links*

Athletes

EA Athlete Anti-Doping Policy and By-Laws are on the [EA website](#).

Horses

For horses, FEI Rules (Equine Anti-Doping and Medication Control Rules) apply for all FEI events. These rules can be viewed on the [FEI website](#).

EA Equine Anti-Doping and Medication Control Rules apply for all EA events. These rules can be viewed on the [EA website](#).

Please don't hesitate to contact EA High Performance Manager if you have any questions regarding these rules and By-Laws.