

HORSE RIDING CLUBS ASSOCIATION OF VICTORIA INC.

CROSS COUNTRY COURSE ACCREDITOR & TECHNICAL DELEGATE EVENT CHECK LIST

NAME OF EVENT: _____

DATE OF EVENT: _____

PURPOSE:

To determine whether or not facilities are in proper order. If any question is answered as 'No', a comment should be made indicating what corrective action was taken.

Cross Country Course Accreditor

1. CROSS COUNTRY

Preliminary inspection _____ Date: _____

Final Inspection

(To be performed prior to the time published for the course to be open for walking).

- a) Are all obstacles constructed with safety in mind and within allowable limits and reasonable and jumpable and without undue surprise or hazard horse or rider? Yes No

If the answer is no, the CCCA must insist on changes or elimination of the obstacle(s) from the competition.

- b) Are the obstacles numbered properly? Yes No

- c) Are the obstacles flagged properly? Yes No

- d) If more than one class jumping the same obstacle but with different flagging, are the indicators used on the flags for each class? Yes No

- e) Is the starting box adequate? Yes No

- f) Is the distance from the last obstacle to the finish line within the limits? Yes No

- g) Is the finish line well marked with flags far enough apart as not to cause undue confusion? Yes No

- e) Has the mathematics associated with calculating the optimum time and the time limit been checked? Yes No

- f) Has emergency veterinary care been provided for? Yes No

- g) Has emergency medical care been provided for? Yes No

- h) Is the time scheduled adequate and does it give the competitors enough time between phases, especially those with multiple riders? Yes No

- i) Is there an adequate warm-up area with fences that are correctly flagged? Yes No

- j) Is there an Official Plan of the cross country course showing the course to be followed, its length, optimum time, time limit and numbering of obstacles? Yes No

- k) Is there any outstanding items to be checked by the Technical Delegate on the day of competition? Yes No

Details _____

Cross country coordinator: _____

Cross country course controller: _____

How will the course be managed? (ie checking jump judges are in position, placement of radios, stopping and restarting horses) _____

How will vet be transported from vet check to an incident? _____

Horse ambulance and screens: Yes No

Crisis management plan: Yes No

Spare mulch/gravel/sand available? Yes No

Contingency plan for deterioration of surface (hard/soft/wet etc)? Yes No

Documentation ie incident forms, protest, queries etc Yes No

Radios available for all jump judges? Yes No

Technical Delegate

a) Will officials on the finish be able to easily see riders' numbers? Yes No

b) Is adequate timing equipment available to cover emergency situations (minimum 6 synchronized stopwatches)? Yes No

c) Are adequate communications available to cover emergency situations? Yes No

d) Have the following people been adequately briefed? Yes No

Cross Country Fence Stewards Yes No

Time Keepers Yes No

Starters Yes No

First/Final jump stewards Yes No

Scorers Yes No

Runners Yes No

Marshals Yes No

Fence Repair Stewards Yes No

Radio instructions Yes No

Who will conduct the briefing?

It is highly desirable that the TD attend all briefings

- e) Has an adequate plan been devised in the event that climatic conditions make some of the obstacles or part of the course unsafe? Yes No
- f) Have quiet and dry facilities with adequate equipment and scoring sheets been provided for the scorers? Yes No
- g) Final check of cross country flagging and numbers Yes No
- h) Check outstanding items/issues from Course Accreditor completed Yes No
- i) Check the following are in place and in radio contact:
- | | | |
|--|------------------------------|-----------------------------|
| medical | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| vet | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| starter | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| finish | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Complicated jumps – check judge is confident | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

2. SHOW JUMPING (if no Chief Course Designer has been appointed)

(To be performed at least 30 minutes prior to the opening the course for walking by competitors).

Time: _____ Date: _____ this inspection was made.

- a) Is the showjumping ring of the proper size? Yes No
- b) Is the number and variety of obstacles adequate? Yes No
- c) Is the plan of the course long enough with sufficient changes of rein to test the horse? Yes No
- d) Are the obstacles within limits of height, spread and combination spacing? Yes No
- e) Are the obstacles properly numbered? Yes No
- f) Are break away cups used on back rails of oxers for levels 1, 2 and 3? Yes No

- g) Are the start and finish lines properly marked, flagged and sufficiently wide so as not to present a trap? Yes No
- h) Are they within distance limits from the first and last obstacle? Yes No
- i) Has the optimum time been properly calculated? Yes No
- j) Are the obstacles reasonable jumpable? Yes No
- k) Is there an adequate warm-up area with vertical and spread fences that are correctly flagged? Yes No
- l) Have timing and recording personnel been provided? Yes No
- m) Are there adequate stewards and is there repair and replacement equipment? Yes No
- n) Has the plan of the course, showing time allowed been posted not less than 30 minutes before jumping commences? Yes No

NOTE: If any of the above are answered in the negative, the TD should insist upon a change.

NAME OF CROSS COUNTRY COURSE ACCREDITOR (Please Print): _____

SIGNATURE OF CCCA: _____ **DATE:** _____

PHONE: _____

NAME OF TECHNICAL DELEGATE (Please Print): _____

SIGNATURE OF TECHNICAL DELEGATE: _____ **DATE:** _____

PHONE: _____