

EQUESTRIAN SPORTS NEW ZEALAND



Instructions for Fence Judges

Version 1.7

This book is correct at time of publication and may be superceeded by subsequent rule changes.

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EQUIPMENT

Before going to your fence, please check that you have:

- THESE INSTRUCTIONS
- SCORE SHEETS
- FALL REPORT FORMS

The above will be provided for you.

- Please bring your own PENCIL or BALL-POINT
- TIMING CLOCK – watch with hours, minutes, seconds
- WHISTLE

RESPONSIBILITIES

You are responsible for judging and marking competitors at your fence and for the safety of competitors and spectators at or near your fence, on the cross-country course.

Clear Course. You are responsible for ensuring, by voice or whistle, that all approach and exit routes, to and from, your fence, are kept clear for competitors. Where the course is strung, keep spectators behind this. Insist that dogs are kept on leads if permitted on the course or event. Keep alert, especially when you hear the whistle of the previous fence judge. Blow your whistle as each competitor approaches your fence to alert spectators nearby and the next fence judge.

LOCATION

Most fences can be reached by car, though some only by a four-wheel drive vehicle. On arrival at your fence, refrain from driving over the approach and landing areas. Choose the best position, usually some twenty paces from it, from which to observe, if possible, both the take-off side of all elements for refusals and the landing side for falls.

Riders' numbers can be seen best from the outside of bends but you must avoid interfering with any route a horse might take to or from your fence or another one.

Having chosen your position, identify the nearest visible control or radio point. You may have to modify your position to improve visibility.

If you have a radio at your fence, use it as requested at the briefing.

Finally choose, or make, and memorise your timing landmark - needed for stopping and restarting competitors in emergencies and for recording the time of each horse (see page 14).

No one position will be ideal for all purposes. To be ready to take prompt action, you must be outside the car when the weather permits. You should walk about the area of your fence if you are to judge it fairly and control it safely.

Please remain at your fence until your last score sheet has been collected and then, without unnecessary delay, return your judging books and equipment to the appointed place and stay handy in case of possible objections (30 minutes – a cup of tea and a sandwich passes the time quickly)

JUDGING

You must judge whether a competitor has committed, while jumping or trying to jump your fence, any of the faults described below. Judging must be consistent and the rules must be applied equally to every competitor.

a) **REFUSAL**

- (i) At obstacles or elements with height (i.e. exceeding 30cms). A horse has 'refused' if it stops in front of the fence or element to be jumped. After such a refusal, if the competitor redoubles or changes his efforts without success, or if the horse is re-presented at the obstacle after stepping back and stops again, that is a second refusal - and so on. The competitor must not encourage the horse to jump from a standstill.
- (ii) At all other obstacles or elements (i.e. 30 cms or less in height). If a horse stops in front of the fence to be jumped but this is followed immediately by a standing jump, no penalty is incurred. If, however, the halt is sustained or in any way prolonged, this constitutes a refusal. The horse may step sideways without penalty, but even a single foot stepping back constitutes a refusal. A second refusal will be incurred similarly.

Fence judges are encouraged to call "first refusal", "second refusal" etc. This is especially important when there could be confusion as to whether a refusal has been penalised (e.g. Step back at a drop into water). This does not constitute 'Unauthorised Assistance'.

b) **RUN-OUT**

A horse has 'run-out' if it avoids the fence in such a way that it has to be re-presented (see diagram 5 on page 12). This means that a rider may change his mind as to where and how he jumps a fence, even at the very last minute, but the horse must not do so.

Enforcement of Penalties: When you judge that a competitor has had three refusals you should tell him clearly that he is eliminated and ask him to leave the course at a walk. You may not eliminate a competitor for any other reason (e.g. Error of Course etc. - see e) overleaf).

NOTE: With all other faults for which the penalty is elimination, you should record them on the score sheet but take no further action. Your report will be referred to the Cross Country Judges for action. Please **AVOID** engaging in any discussion of faults or penalties with competitors.

JUDGING

c) **FALL**

A rider has 'fallen' ('unseated rider') when he is separated from his horse and has to remount. A horse has 'fallen' ('horse fall') when at the same time its shoulder and quarters touch the ground or the obstacle and the ground.

NOTE: The faults of Refusal, Run-out, Circle (see diagrams 7-10 on page 12) and Fall are only penalised if you judge that they were connected with jumping or trying to jump your fence. (see diagrams 1 & 4 on page 12).

d) **OMISSION OF FENCE OR BOUNDARY FLAG**

Every numbered or lettered fence must be jumped in the correct sequence, passing to the left of all red boundary flags and to the right of all the white ones. If the omission of another fence is noticed by a judge, he should record it on the score-sheet and try to inform Control as soon as possible.

Note: There is no penalty for knocking down a fence flag but if, in the process, the horse's head and shoulders and the head of the rider when mounted pass the wrong side of it (i.e. to the right of the red flag or left of the white) the competitor must, under penalty of elimination, retake the fence and be penalised for a run-out. Competitors may ask if they have to retake the fence and then you must tell them (this is not unauthorised assistance - see f) below).

e) **ERROR OF COURSE**

Any error must be rectified by the competitor without help from anyone and without retaking a fence already jumped, except for an earlier element of a combination fence (see below). Jumping a fence in the wrong order is an error of course that cannot be rectified.

f) **UNAUTHORISED ASSISTANCE**

Any intervention by a third party, solicited or not, intended to help a rider or horse, is forbidden. In particular, it is forbidden for a competitor to take a 'lead' from another (i.e. follow closely), or for you or anyone to assist a competitor to rectify an error of course. It is not up to you to eliminate a competitor for this; you should record it on your sheet and by radio to control.

Exception: After a fall, or if a competitor dismounts, he may be helped to catch his horse, adjust saddlery and remount - and be handed any part of his equipment. Whip, headgear or spectacles may be handed to competitors without them having to dismount.

In addition, as previously mentioned, you are encouraged to indicate 'first refusal', 'second refusal' etc.

JUDGING

g) **RETIRING & ELIMINATION**

You must insist that competitors retiring or eliminated from the course, for any reason, do so at a walk without jumping or attempting to jump further obstacles. You must record any failure to obey this.

All horses must return to the Finish to be checked by the Veterinarian or Steward (FEI Horse Welfare)

Please endeavour to report any transgression to Control as soon as possible, by radio (either directly or via your radio operator, or by noting on your judging sheet).

h) **OVERTAKING**

In between obstacles

A competitor who is about to be overtaken must quickly clear the way and the overtaking competitor must do so at a safe and suitable place. You should note any infringements on either count on the fence judge sheet.

At an obstacle

When the leading competitor is approaching an obstacle and is about to be overtaken you must quickly tell him/her to "Clear the course for an overtaking competitor". It is likely that Control will warn you that this situation is developing and tell you to get the slower competitor out of the way of the faster one, making it quite clear that you are the fence judge. However, when the leading competitor is committed to jumping an obstacle, he must not be impeded and the following competitor may only jump that obstacle in such a way that will cause no inconvenience or danger to either: You should note the circumstances in the remarks column and advise Control of the revised order of running.

Competitor in difficulty

If the leading competitor is in difficulty at an obstacle or is incurring penalties then you must insist that this competitor makes way for the next competitor approaching an obstacle.

i) **FILL HOLES**

Please tread in any ground on either the take-off or landing side of your fence if it gets cut up. Please advise Control if raking or other measures by the Fence Repair Team are required.

MARKING

When completing score sheets please:

- Ensure that the pressure card is inserted between each pair of sheets before writing on the top one.
- Write in CAPITALS with pencil or ball-point pen.
- Write the fence number, your name, the class (e.g. N for Novice).
- Record the number of each competitor as he jumps, or tries to jump, and his penalties in the appropriate columns. If he jumps without fault, just tick the Clear and Total columns. In the event of horse and/or rider falling, please mark in that column either HF (horse fall) or UR (unseated rider) as appropriate. A fall of horse automatically incurs elimination.
- Record in the Remarks Column the time of day for any Rider or Horse falls. (will be required for the Fall Report Form)

Never write down a competitor's number until you have seen it (worn on chest and back) because they may not come in programme order. If you miss a number, do not guess. Score as normal but put a question mark in the Number column and, if possible a description in the remarks column (e.g. female, grey horse)

- Note in the Remarks column, any unauthorised assistance - also any excessive use of whip, spur, bit, verbal abuse or bad language - and inform the Ground Jury as soon as possible (via Control).
- If in doubt about any judgement, put a ? in the penalties and describe what happened on your score sheet. The TD will come and see you and help you decide.
- Do not tear off the top copies until the score collector calls. Give the top copies to the collector when full and at the end of each class even if they are not full. If your score sheets are not collected regularly, try to inform Control.

Faults at Cross Country Obstacles

Obstacle No: _____

Judge : _____

HORSE NUMBER	Clear	1 st Refusal Run Out Or Circle	2 nd Refusal Run Out Or Circle	3 rd Refusal Run Out Or Circle	Fall of horse and/ or rider	Omission of Obstacle Or Boundary Flag. Error of Course – Not Rectified. Unauthorised Assistance	REMARKS (if any)

If eliminated state reason in remarks column. Inform competitor of Refusals or if eliminated for 3 Refusals

JUDGING ADJACENT FENCES

Fences sited close together may be of different kinds, subject to different rules, and need particularly careful judging.

a) **SEPARATELY NUMBERED FENCES**

(see diagrams 4 - 6 on page 12)

Where two or more fences, though sited close together, are designed as separate tests, they are numbered and judged separately. A competitor may refuse twice at each fence without elimination and may circle between them without penalty, provided that this is not as a result of trying to jump a fence. He may not retake a fence he has already jumped.

b) **COMBINATION FENCES**

Where a fence is formed of several elements (e.g. banks, steps or other combinations) and is designed as one test, it will be numbered and judged as one fence; but each element will be flagged and lettered consecutively. The competitor must jump the elements in the correct order, without deviating by going around a subsequent element, or around an element already jumped in order to facilitate the approach to the next. A competitor may refuse only twice in all without elimination, but if he refuses or falls at any element he is allowed to retake the whole fence or any part of it (and to pass the wrong way between the flags of any elements, in order to do so).

A circle completed as a result of attempting to reduce the difficulty of the obstacle will be penalised as for a refusal (see diagrams 7-10 on page 12). A horse has 'circled' if it crosses its original track with all four feet, from any direction (see diagrams 7-10 on page 12). But after a refusal, run-out or fall, a competitor may circle freely until he again attempts to jump the fence.

JUDGING ADJACENT FENCES

c) **OBSTACLES WITH ALTERNATIVES**

Obstacles may have more than one option between one pair of flags with the alternatives being linked by 'unjumpable' sections. However, alternative obstacles or elements may be flagged separately (Black Flag Alternatives) and must be identified by the same number/letter as on the direct route. In this case both sets of flags must be marked with a black line (or on the number where the jump is being used for a different class as well). Such 'Black Flag Alternatives' are judged as separate obstacles or elements, only one of which has to be jumped, not both. When you have a combination with several elements where 'Black Flag Alternatives' are used the competitors must jump just one of each lettered element in the correct order and the same rules apply as for combinations without 'Black Flag Alternatives', so they may NOT cross their tracks in between lettered elements of a combination without receiving 20 penalties.

They may go behind an element that they are not jumping (see diagram 11, 12 on page 12) but if they go behind an element that they then jump they will cross their tracks when they land (see diagrams 7, 9, on page 12) and you must give them 20 penalties for circling, as is the case for all lettered combinations.

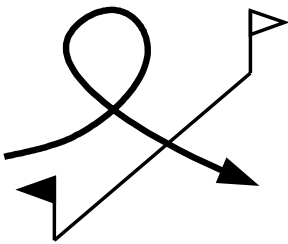
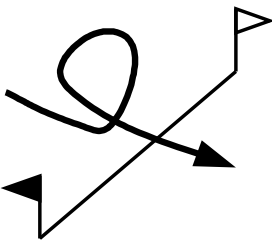
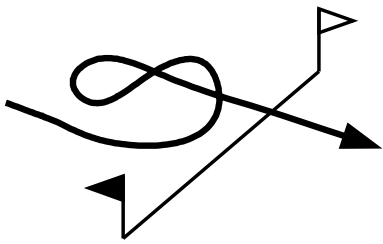
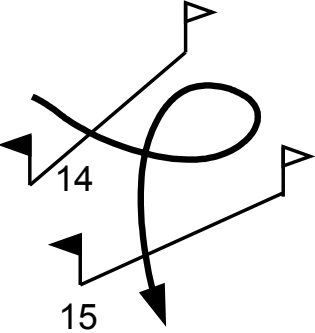
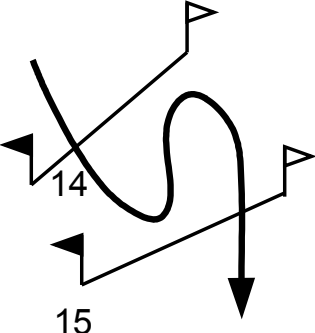
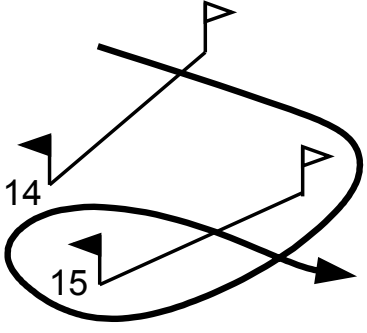
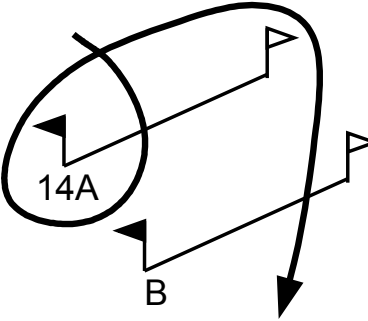
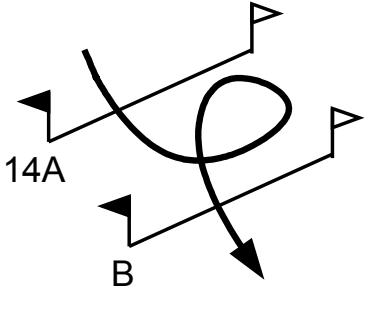
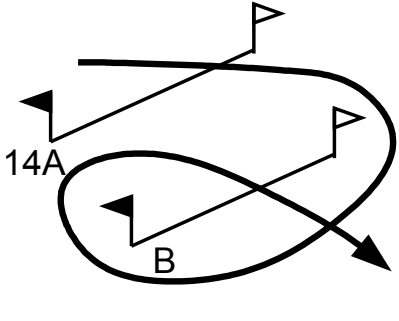
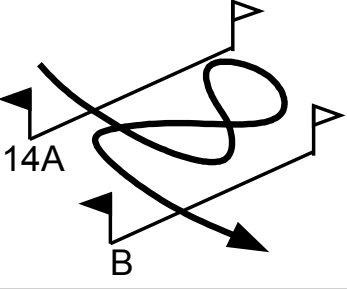
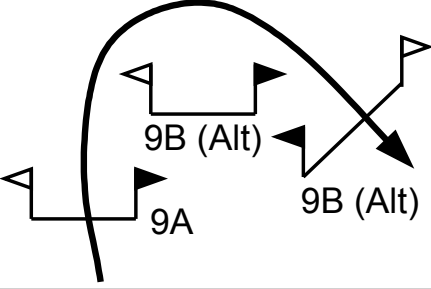
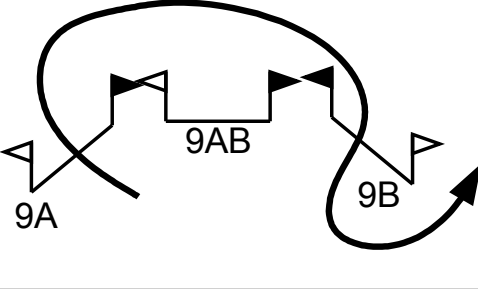
You may come across a 'Black Flag Alternative' that cannot be used until a competitor has presented at the direct route and had a refusal. This is a 'get out of jail route' for a competitor who has already incurred 20 penalties at that element.

A competitor is permitted to change without penalty from one black flagged line to another (e.g. Jumping 6A left hand route, then 6B right hand route) provided he has not presented his horse at the next element of the original line.

d) **FRANGIBLE FENCES**

These are judged as any other fence but the top rail of these are designed to drop under a certain load when impacted by the horse. It is VERY important that you check the pins of such fences frequently and especially if a horse hits it hard. Any slight bend/deformation of the pin should be reported immediately to XC Control.

Examples of Refusals, Run-Outs, Circles and Black Flagged Fences

<p>1</p> 	<p>2</p> 	<p>3</p> 
<p>NO PENALTY Not Presented Initially</p>	<p>20 PENALTIES Presented & Refused / Ran Out</p>	<p>20 PENALTIES Presented & Refused / Ran Out</p>
<p>Adjacent Fences Separately Numbered 14 & 15</p>		
<p>4</p> 	<p>5</p> 	<p>6</p> 
<p>NO PENALTY Not Presented at 15</p>	<p>20 PENALTIES Presented at 15</p>	<p>NO PENALTY Not Presented at 15 Initially</p>
<p>Combination Fence 14AB</p>		
<p>7</p> 	<p>8</p> 	<p>9</p> 
<p>20 PENALTIES Circled</p>	<p>20 PENALTIES Circled</p>	<p>20 PENALTIES Circled</p>
<p>Combination Fence 14AB</p>	<p>Alternative Black Flagged Fence 9AB</p>	
<p>10</p> 	<p>11</p> 	<p>12</p> 
<p>20 PENALTIES Circled</p>	<p>NO PENALTY Not Presented at Other Alternative</p>	<p>NO PENALTY Alternative Route Taken</p>

PENALTIES

Having judged which, if any, faults have been committed, you should record the faults with a cross (X) in each column and a tick (✓) in the Clear column if the fence is jumped.

The Scorers will award penalties on the following scale.

SCALE OF PENALTIES

Fault	Penalty
■ First Refusal, Run-Out or Circle	20
■ Second Refusal, Run-Out or Circle at same fence	40
■ Third Refusal, Run-Out or Circle at same fence	Elimination
■ First Fall of Rider at Obstacle (i.e. Penalised)	65
■ Second Penalised Fall of Rider on the Course	Elimination
■ Fall of Horse at Obstacle (i.e. Penalised)	Elimination
■ Trapped Horse	Elimination
■ Omission of Fence or Boundary Flag	Elimination
■ Error of Course not Rectified:-	Elimination

Retaking fence already jumped (Exception - see page 10, b)

Jumping fence in wrong order

Receiving unauthorised assistance

(Penalties are cumulative, e.g. a First Refusal involving a Rider Fall incurs 85)

Note: There is no longer a penalty for breaking/activating a frangible pin; the penalties are the same as for any other fence unless the rider or horse falls as a result, in which case the appropriate penalties apply e.g. 65 for Fall of Rider or Elimination for Fall of Horse.

TIMING PROCEDURE & STOPPING DRILL

- a) **TIMING PROCEDURE** (if appropriately equipped and instructed)
- i) As each horse passes your chosen timing point, click the LAP button which will freeze the readout of the display.
 - ii) Judge the horse over your fence and mark up your score sheet.
 - iii) Enter the time shown on the FROZEN readout.

b) **STOPPING DRILL**

You need to be able to stop the competition safely, fairly and immediately any accident makes a fence impassable or dangerous. You should be ready to stop the next competitor, well away from your fence, by using the following drill.

- i) On arrival at your fence choose, or make, a mark on the ground ideally a minimum of 40 paces (40m) from your fence, on the approach side, if a marker peg has not already been positioned for you.
- ii) When the competitor passes this mark, you should press the start/stop button on the timing clock provided.
- iii) Then, and only then, stop him by waving the red flag below shoulder height. Once the competitor has been stopped, note down the 'frozen' time from your timing clock on the score sheet.
- iv) Point out to him your landmark, explain that he is free to dismount and will be given fair warning when and how to restart. Immediately inform Control. When told to re-start by Control and not before, give the competitor a flying start from beyond your landmark. An Official will oversee the restart.
- vi) When the competitor passes the mark press the start/stop button on the timing clock and record the time at which the competitor was re-started on the score sheet.

Control will always endeavour to stop competitors before they reach the fence at which an accident has occurred. Thus, any fence judge may be asked to stop one or more competitors at his fence. In each case, you use the same drill and will be told when to restart. Unless officially told to do so, only stop a competitor at your fence if you judge that it has become dangerous or is significantly altered in outline.

EMERGENCY PROCEDURE

You may take any action whatsoever, tempered with common sense, to prevent any ACCIDENT or injury to horse or rider.

a) **EXTRICATION**

If a horse becomes trapped in your fence and is liable to injure itself or is unable to proceed without help, ask the rider to dismount immediately and hold the horse's head to restrain it from struggling. You must immediately call for the Fence Repair Team and Technical Delegate via Control. If subsequent competitors are held up while the fence is repaired, the times of their delays must also be recorded in the same way mentioned above. A horse trapped in or on a fence incurs elimination.

b) **CALLING ASSISTANCE**

You can summon help using a radio, or by waving flags towards the nearest visible control or radio point.

Red - Doctor/Ambulance

White - Veterinary

Both - To indicate that the course is blocked so that competitors already on the course may have to be stopped and the start of further competitors may have to be delayed.

In each case the appropriate flag(s) must be waved above your head until acknowledged by radio or on the public address, e.g. "Fence 23 - your signal received".

Don't let the ambulance or other vehicles stop in front of your fence where future competitors would be obstructed. Please make minor fence repairs yourself and only summon help when necessary.

c) **HEALTH OF RIDER OR HORSE**

If in doubt about the health of a rider or horse, summon professional help (via Control). Meanwhile, protect the casualty from further injury but DO NOT MOVE THEM unless vital.

Please endeavour not to allow a rider who appears very seriously confused or in severe pain to remount or continue until cleared to do so by the Doctor.

d) **FALL REPORT**

With each fall of rider, injured or not, you will need to assist an appointed official (TD, Assistant TD, Sector Controller) in filling out a Fall Form for each occurrence at your fence.

RADIO OPERATOR INSTRUCTIONS

Radio Ops communicate with XC Control and the primary objectives are safety and information.

- Your radio is not a mobile phone, so please don't hold it to your ear or your messages will be missed.
- Don't change channel - if we lose you off the net, the XC course will have to be stopped.
- Don't carry it around by the aerial or let it get wet; a plastic bag will protect it but still allow it to function.
- Don't break into the network or you will cut off other users. Listen, wait for the end of a conversation before pressing and holding down the "Press To Talk" (PTT) switch on the side. Pause before speaking or your first few words will be lost.
- You will be advised at the Briefing if either **Faults Only** or **All Faults** are to be reported in to Control.
- Speak your message clearly - **Fence Number/Horse Number/Faults**. " Fence 18, Number 132, Clear". " Fence 6, Number 25, One Refusal". " Fence 6, Number 25, Two Refusals, and Retiring".
- Then pause after speaking before letting go of the "Press To Talk" (PTT) switch otherwise your last words will be cut off.
- Report each rider over each fence; mention each refusal as it happens - don't 'store them up'.
- If a fall happens at your fence, say HORSE FALL or RIDER FALL clearly, together with the fence number and horse number and whether the course is BLOCKED or CLEAR. All other Radio Ops should maintain reporting silence on hearing this unless they also have a FALL.
- When Control acknowledges your message ask for the appropriate Emergency Service; if in doubt ask for all help - they can always be recalled.
- In case of an incident keep listening and feeding information - YOU are the Controller's eyes and ears and without your contact they cannot help you.