



DRESSAGE

2019



JUDGES MANUAL TRAINING and UPGRADING PROGRAMME

Effective 1 September 2019

INDEX

Page	
3	Training & Upgrading Programme
4	List of Official Educators & Mentors
5-6	Article 441 – Numbers, List & Placing of Judges
7	Points System for Dressage NZ Judges
8	Dressage NZ Code of Conduct
9	Disciplinary Code & Judges Officer Job Position
10-13	Judges Handbook
14	Requirements to Upgrade to next level
15	Examination requirements
16	Requirements to Remain Accredited
17	Fast Track for FEI Riders
18-19	Level of Interest Form – G
20-22	G Level - DNZ Application form & Pre-Requisites for Appointment
23-25	F Level - DNZ Application form & Pre-Requisites for Upgrade
26-28	E Level – DNZ Application form & Pre-Requisites for Upgrade
29-31	D Level – DNZ Application form & Pre-Requisites for Upgrade
32-34	C Level – DNZ Application form & Pre-Requisites for Upgrade
35-37	B Level – DNZ Application form & Pre-Requisites for Upgrade
38-40	A Level – DNZ Application form & Pre-Requisites for Upgrade
41	Assessment Form for Sit In
42	Guidelines for Sit In
43	Assessment form for Shadow Judging
44-45	Guidelines for Shadow Judging
46	Judges Discrepancy Form
47	Training Scale
48	Explanation of the Marks
49-51	The Collective Marks by Stephen Clarke
52	Examples of Comments on Dressage Sheets
53	Freestyle Artistic Marking Table
54-59	Musical Freestyle Notes from Katrina Wust Seminar 2013
59	Elimination in Freestyle Tests
60	Novice – Advanced – Permitted & No Permitted Movements
61-64	How to Judge a Freestyle – Guidelines for Judges (8.3 – 8.10)
65-67	FEI – Latest changes as per 1 st January 2019

JUDGES – TRAINING and UPGRADING PROGRAMME

Resources

- ESNZ General and Veterinary Regulations and Policies
- Dressage New Zealand Rule Book
- FEI Dressage Rule Book

Contacts

- Dressage NZ Judges Officer
- Dressage NZ Sport Manager
- Area Dressage Judges Officer
- Dressage NZ Technical Officer (Rules)

The intention of this document is to guide NZ Dressage Judges and potential Judges. For further information, that cannot be found in either the guide or reference resources, please contact one of the above.

Procedure to become an ESNZ Dressage Judge

There are several requirements applicable to all potential ESNZ Dressage Judges, and to all subsequent upgradings:

- You must be a financial member of ESNZ and own a current Rule Book.
- Judges are encouraged to be members of their local Area Dressage Groups if they have separate membership.
- You must have attended at least one official judges clinic and be prepared to attend triennial clinics relevant to your level.
- Applicants must be at least 18 years of age.
- Speak to your local Area Judges Officer who will advise you on what it is necessary to do to make your application to become a judge.
- If a potential Judge does not wish to make an application through their own Area, they may make direct application to the Judges Officer.

LIST OF OFFICIAL EDUCATORS AND MENTORS - 1ST September 2019

EDUCATORS (for North and South Island Official Clinics)

Sue Hobson,	Southern Hawkes Bay (FEI 4*)
Helen Hughes-Keen	Wellington (FEI 4*)
Betty Brown	Auckland (FEI 3*)
Linda Warren-Davey	Canterbury (FEI 3*)
Mura Love	Canterbury (FEI3*)

MENTORS:

Will be able to officiate at local clinics to Level C.

Can also sign off all shadow judging and mentoring at these levels

Sue Hobson	Southern Hawkes Bay (FEI 4*)
Helen Hughes- Keen	Wellington (FEI 4*)
Betty Brown	Auckland (FEI 3*)
Linda Warren-Davey	Canterbury (FEI 3*)
Mura Love	Canterbury (FEI 3*)
Jan Bird	Wellington (Level A)
Julie Brougham	Central Districts (Level A)
Mary Craine	Southern Hawkes Bay (Level A)
Felicity Dobell-Brown	Northern Hawkes Bay (Level A)
Carol Eivers	Northern Hawkes Bay (Level A)
Sue Harris	Gisborne (Level A)
Marcia Bayley	Waikato (Level A)
Marg Carline	Waikato (Level A)
Judy Alderdice	Auckland (Level B)
Judith Cunningham	Waitemata (Level A)
Carol Going	Northland (Level A)
Tracey Johnson	Blenheim (Level B)
Myra Friend	Nelson (Level A)
Barbara Chalmers	Otago (Level A)
Lyn Fox	Southland (Level A)
Leonie Coker	Bay of Plenty (Level A)

YOUNG DRESSAGE HORSE JUDGES

Sue Hobson	Southern Hawkes Bay
Helen Hughes- Keen	Wellington
Linda Warren-Davey	Canterbury (FEI YDH Judge)
Judith Cunningham	Waitemata
Jacqui Winspear	Auckland
Marg Carline	Waikato
Carol Eivers	Northern Hawkes Bay
Vaughn Cooper	Central Districts
Barbara Chalmers	Otago

Article 441 - Number, List & Placing of Judges

It is recommended that there be a minimum of two judges on all competitions where possible, but one judge is permitted as defined in the table below. Please note: Small Tour = Level 7, Medium Tour = Level 8, Big Tour = Level 9. Where two judges are on class (if space allows) one is at C and the second at either E or B

	Training Event	Non Graded Event	Graded Classes at Local Event	Regional Event, ICH	NCH & Named Events
DNZ Trainee	Introductory	Introductory alone	Not Applicable	Not Applicable	Not Applicable
G Level	Introductory & Preliminary alone	Introductory & Preliminary alone	Preliminary accompanied by another G level or above	Preliminary accompanied by another E judge or above	Not Applicable
F Level	Introductory to Novice inclusive alone	Introductory to Novice inclusive alone	Preliminary to Novice inclusive alone	Preliminary to Novice inclusive accompanied by another E level or above	Not Applicable
E Level	Introductory to Medium Inclusive alone	Introductory to Medium Inclusive alone	Preliminary to Elementary alone. Medium accompanied by another E level or above	Preliminary to Medium inclusive accompanied by another E level or above	Not Applicable
D Level	Introductory to Advanced Medium inclusive alone	Introductory to Advanced Medium alone	Preliminary to Advanced Medium alone.	Preliminary to Advanced Medium inclusive accompanied by a second qualified judge at the relevant level.	Preliminary to Advanced Medium inclusive, accompanied by at least another two C level or above

	Training Event	Non Graded Event	Graded Classes at Local Event	Regional Event, ICH	NCH & Named Events
C Level	Introductory to Advanced inclusive alone	Introductory to Advanced inclusive alone	Preliminary to Advanced Medium alone. Advanced accompanied by a second qualified judge at the relevant level	Preliminary to Advanced inclusive accompanied by at least one judge at relevant level	Preliminary to Advanced inclusive accompanied by C level or above (min three judges)
B Level	Introductory to Small tour inclusive alone	Introductory to Small Tour inclusive alone	Introductory to Small tour inclusive alone. Medium– Big Tour accompanied by a B level or above (min 2 judges)	Preliminary to Small tour inclusive accompanied by at least one judge at the relevant level (min 2 judges)	Preliminary to Small tour inclusive accompanied by a B level or above (min 3 judges)
A Level	All levels alone	All levels alone	All levels alone	Preliminary to Small tour inclusive alone. Medium & Big tour accompanied by two judges at relevant level (min. three judges)	Preliminary to Big tour, must be accompanied by appropriate level judges (minimum 3 judges on Medium & Big Tour)

POINTS SYSTEM FOR DRESSAGE NEW ZEALAND JUDGES

The Following points system should assist all our Judges to maintain accreditation over a three year period.

Allocation of points

Task:	Points
1 Judging an official <i>Graded</i> DNZ dressage test or FEI level Horse Trials Test	10
(a) Judging Non-graded DNZ test	5
(b) Judging HT/Para/Pony Club/Intro test	5
2 Attend Official Judge's Clinic triennially	50
(a) Attend an official National Clinic or Workshop overseas	50
3 Attend FEI Official Clinic (registered with FEI)	100
All clinics taken in NZ by FEI 4* or 5* judges	50
All clinics for Level G to C judges taken by Official DNZ mentors	20
4 Judge highest class allowed, additional 5 points per class	5
5 Judge outside own Area (additional 5 points per event (not class))	5
6 Shadow Judge or Sit in at your highest level	5
7 Write or Sit In with International Judge	10
8 Write or Sit In with DNZ Judge Educator	5
9 Compete at Advanced Medium or above, attaining 60% or more: (5 points per test)	5
10 Sit examination commensurate with Level as per Rider Incentive Scheme	50

As at 1 August

- Task 1 Six graded DNZ or FEI Horse Trials Tests required annually regardless of grade of judge.
- Task 2 Required tri-annually. May be substituted by sufficient points from Task numbers 3,6,8,9 and 10.
- Task 4 & 5 May be substituted by equal points gained through Task numbers 6,7,8,9 and 10.

MINIMUM POINTS PER ANNUM are 60 points from TASK 1

Total points to accumulate over a three year period – minimum of 300 points

For judges wishing to upgrade it is envisaged that more than the minimum requirements are met each year to maintain a good knowledge of test judging.

DRESSAGE JUDGES CODE OF CONDUCT - 2019

To be considered in conjunction with ESNZ Dressage Rules:

- Reply promptly to judging invitations.
- Ensure that you know the appropriate test and rules.
- Dress smartly and in accordance with the status of the event. Do not wear advertising on clothing i.e.: jackets, sweatshirts, caps etc.
- Arrive at least half an hour before your test commences.
- Inspect the arena, checking the footing and the positioning of the letters.
- Be courteous to your writer. Explain how you will give your marks and comments. Prepare your writer for any busy or difficult parts in the test.
- DO NOT look at the scoreboard during the class.
- DO NOT allow competitors, or their connections involved in the class, to sit in with you.
- Keep to time.
- Check the scoreboard before leaving the show. If you are suspicious of the accuracy of the scorers have the result checked
- Ensure that you check and sign-off the final score sheets before they are posted by the scorers onto the board.
- In any dressage test there should not be any close relationship between any judge and rider or owner of any horse competing.
- No judge may officiate at a competition if his/her duties will involve a conflict of interest.
- A judge must declare his/her interest in any person or horse competing that he/she has trained on more than three occasions/owned/part owned/ or have other business interest in within two months preceding a Regional event or six months preceding the Nationals, Island Championships or Horse of the Year.
- At local shows no limitations apply on a time period thus giving the OC the opportunity to allocate that judge to competitions in which this particular person/horse does not take part.
- It is inadvisable to drink alcohol until you have finished judging your classes for the day.
- Do please be guarded in what you say, and to whom you say it, both to your writer and when going to the scoreboard after the class.
- You will be expected to remain on the grounds for at least 30 minutes after the scores have been posted from your class.
- Be discreet at all times.
- If judging as a member of a panel, be prepared to discuss the judging afterwards with your fellow judges in private.
- Judges should not solicit organisers for future invitations. If you need assistance with invitations, please contact your AJO for their assistance.
- Every eventuality cannot be provided for. In any unforeseen circumstances, it is the duty of the Ground Jury to make a decision in sporting spirit with Fair Play in mind.

Any serious breaches of this Code of Conduct may result in judges being stood down from the Officials List in consultation with the JSC and the DNZ Board.

DISCIPLINARY CODE

Complaints, to be considered by the Judges Sub Committee need to be forwarded, in writing, in confidence, to the Judges Officer, together with test sheets, videos etc.

The Judges Subcommittee should respond to every written complaint and needs to keep accurate files on these matters. ALL RECORDS ARE CONFIDENTIAL.

If the Judges Sub Committee considers that the performance of a judge, or the number or type of complaints against a particular judge warrants further consideration then they can:-

- a. Require the judge to provide a response, in writing, to the details of any complaint.
- b. If necessary, require the judge to attend a meeting with a panel of judge educators.
- c. Require the judge to attend a further seminar, and/or
- d. Require the judge to participate in a mentor programme with an experienced judge educator.

The Judges Sub Committee will give due diligence to the complaints. If confirmed this may result in the Judge being downgraded. The Judge may then not apply to be upgraded for a period of 12 months.

Any serious breaches of the Code of Conduct could result in the judge being taken off the Officials List at the discretion of the JSC and DNZ Board.

AREA JUDGES OFFICER JOB DESCRIPTION

- Recruit and train new judges.
- Solve problems between judge trainers/competitors (if possible).
- Make sure there is an ongoing training programme working in the Area for all judges, according to their level.
- Apply through the local Dressage Group for funding from Local Bodies for training judges and organise clinics annually with an Official Judges Educator.
- See that higher listed judges are assisted to attend clinics at FEI levels when they are organised nationally. Arrange car pools to make the most of chances to watch visiting instructors or attending clinics in other Areas.
- Advise neighbouring areas of the dates of any educational seminars you may be organising.
- Work in conjunction with tournament organisers when placing judges on classes – make sure all judges get the opportunity to judge several levels. If possible see that judges are not given too many classes at the same level. Try and mix your local judges with outside judges when you have more than one on a class.
- If Judges are constantly making mistakes and upsetting competitors, see that they are given the opportunity to judge with a more senior person who can go through their papers and help sort out the difficulties. It may be necessary to have them judge in other Areas or invite higher listed judges into your Area to put them with.
- Work with the National Judges Officer and Committee to see that Judges are being given the chance to be upgraded when they have the ability to go higher.
- Keep the National Judges Officer informed of any changes or irregularities in the List of Officials.
- Some groups of judges have been getting together on a regular basis for discussion and video evenings. These would be very valuable for solving problems with the understanding of rules and the fair application of rules in some cases. It would be valuable if these sessions could include trainers. It is necessary that the person leading these discussions has a good knowledge of dressage and knows the rulebook thoroughly. Good idea to use a Level A Judges where possible.

ESNZ LEGAL SYSTEM

Judges need to be briefed and made aware that legislation could result from mishandling protests and problems arising while on a Ground Jury.

JUDGES HANDBOOK

Some useful hints

The following suggestions are made to not only support judges in improving their knowledge but also to enable Judges to express their thoughts clearly and concisely. To be able to judge a class, technical knowledge alone is not enough. Judges are required to give instant feedback to the rider justifying the mark that they have given for the movement.

- Watch horses and riders of all levels while training. Ask permission to watch riders training sessions with good coaches.
- Read books and magazine articles on Dressage Training. Watch videos on training dressage horses and of competitions.
- Learn the value of the scales of marks ie: 4 = insufficient, 6 = satisfactory, etc.
Do not use words that contradict those numbers. If you say a movement is good the mark is 8, if you give a different mark to your comment you must qualify it with a “but”.
- Learn the test from the Judges point of view, noting particularly the split up of the movements and whether the transition is in the preceding or following movement.
- Remember that if a movement starts at the first letter mentioned it continues to the first letter of the next movement.
- Study the FEI definitions of Paces and Movement as written in the ESNZ Dressage Rule Book.
- Study the “purpose of the test” outlined at the beginning of each level in the book of Dressage Tests.

JUDGES RESPONSIBILITIES

Before the day

When you receive an invitation to judge, answer it promptly, confirming the time, place and test. State whether you require a writer. Please do not turn up to judge with your own writer unless you have advised the OC, as it may mean that someone has driven a long way only to be disappointed.

Please state if you will require a car to judge from. Please advise the OC if you have any potential **conflicts of interest** (as defined in the rule book). Arrangements can easily be made if organisers know in advance thus avoiding any embarrassment.

On the day

Arrive at least **30** minutes before you are due to start judging. Report to the Secretary, who should be able to direct you to your arena.

Check your arena. You must not change it once the competition has commenced so make sure it complies with the requirements laid down in the Dressage Rule Book. Things to look for particularly are the markers and their positioning, the centre line (if a centre line is marked which is optional, D,L,X,I,G should not be marked) – the width of the entrance. You cannot do much about the terrain, but you can remove stones or fill in pot holes.

Make sure you keep to the given times where possible. You should have your thoughts about how you are going to sum-up in the collective marks in your head by the time the test finishes so as not to waste time between horses. These comments should be concise and you can underline the directives that you want to stress. Be sure to brief your writer, as every Judge has a different method. Quietly familiarize yourself with the test prior to your first horse entering the arena and remember, this could be your winner.

If you are President of the Ground Jury you must be quick to recognise course errors and “bell” them, and be sure to know your rules for any infringements that may occur, for example, correct clothing, gear etc.

When judging, be sure to **appreciate the good** whilst penalizing the faults. It is the good horses that deserve the marks, not those who make the least mistakes! Think of the quality of the pace that the appropriate movement is out of to ascertain your mark.

Try to be as constructive as possible with your comments, and always justify your mark with a comment when awarding a 6 or less. It is no use just commenting “good” and giving an 8 – tell them why it was good!

Please don’t try and tell the rider how to ride the horse, we are judging the result of the riding and training. We can only judge what we can actually see, we can’t guess if the horse is for example behind the vertical when it is going away from us and we can only see the tail!!

Make sure when you are giving your collective marks that they equate with the marks given for the actual movements. These collective marks are a reflection of what happened, and if the test has all 5’s because the horse was not going freely forward, then the collective marks MUST reflect this, and be 5 for impulsion. The same for resistances, the “submission” mark must come down if the horse was resisting throughout the test.

Make sure your completed test sheet is **checked and signed legibly** (or else print your name). Remember to thank your writer and check nothing is left in your/their car!

REMINDER TO GROUND JURY MEMBERS

As required by the ESNZ legal system, members of the ground jury should be available for a minimum of 30 minutes following the publication of the official announcement of results of the competition.

SIGNING OFF RESULTS

This is to be carried out by the Chief Judge at all Regional and National Events BEFORE the final result is posted on the scoreboard. Please check that scorers are aware of this and that results are not delayed unnecessarily.

DEBRIEFING

Should be carried out if there is more than 8% difference in scores between judges on any one class. It must be undertaken by the Chief Judge at the most appropriate time for all concerned and the official Discrepancy Form completed and forwarded to the Judges Officer. The purpose of this exercise is to promote discussion between judges.

SOLICITING FOR JUDGE INVITATIONS

Asking for an Invitation to Judge is not acceptable, as it may put AJO’s/Convenors in a difficult situation. It is appropriate to go through your own AJO if you would like an invitation. It is acceptable to let an out of your area AJO/Convenor know you would be in the district and available for a judging assignment, but not to ask for one directly, and in particular not to specify the level at which you wish to judge.

DOWNGRADING OF JUDGES

This can only be done by the Judges Committee. Individual cases will be looked at when, and if, necessary.

TEMPORARY LEAVE OF ABSENCE FROM THE JUDGES PANEL

This may be allowed, again individual cases will be looked at on merit by the Judges Committee. If circumstances mean that you cannot keep up your judging requirements due to outside commitments you may decide to apply for LOA from the panel for a maximum of 2 years. After which time you will be required to judge with an Educator on your return to make sure you have kept up with all the rules etc.

LEAVE OF ABSENCE (LOA)

Any Level B or above judge taking more than 1 year LOA will be required to sit a classroom exam at their current level to be able to come back on the Officials list. These exams will be conducted “when necessary” and be conducted by a Judge Educator. The pass mark must be 80% or above as per the current examination pass mark for upgrading. A written and oral exam relevant to listing will be required in a classroom situation.

Any C Level or below who has taken LOA for more than 1 year will be required to do 2 x Shadow and 2 x Sit Ins at their current level and be approved by Official Mentor before being put back on list.

DELETION FROM PANEL

Any judge who cannot meet criteria set down to remain on the panel may, at their own request, be taken off the panel. Please advise your Area Judges Officer if you wish to do this.

Judges who have not maintained the criteria may also be taken off the panel by the Judges Committee in consultation with the relevant Area Judges Officer.

CRITERIA FOR REMAINING ON THE PANEL AT YOUR CURRENT LISTING

Please remember to maintain at least the minimum requirements to keep up your accreditation each year.

Maintain your personal judges passport and send in to your AJO each year when requested to do so with an SAE for its return.

Loss of Accreditation: If you do not keep up the specified requirements each year you may find you will be unaccredited which will mean that you may not judge at any Regional or National dressage event.

Any judge who is not maintaining the criteria may also be taken off by their AJO or the Judges Committee after discussion with the judge concerned.

DRESS CODE

It is extremely important that judges dress according to the grade of competition, ie local shows can be smart casual, tidy dress – (no jeans). For Regional, National and especially International events it is recommended that trousers and jacket/blazer, skirt with blouse and jacket, or dress and jacket be worn. If you are taking the bell it is recommended that a jacket be worn. It is important to note that jeans are not considered as appropriate for these higher level competitions.

WHAT MAKES A GOOD JUDGE?

As a judge you have to be highly organised, yet flexible. You have to be able to make decisions quickly, be confident in your knowledge and its source. You must possess diplomacy, tact and a sense of humour. You have to be able to admit your mistakes and also be able to diffuse a volatile situation.

You are part of a team and if you are the Chief Judge you have to lead that team. You must be approachable by riders and coaches. You must also act professionally in relation to your judging. As a judge you most probably have a greater impact on the sport than riding coaches!

DEMANDS REQUIRED OF A DRESSAGE JUDGE

You must maintain absolute objectivity and impartiality, free of arrogance, but be humble and sympathetic. You need the ability to see, distinguish the good from the bad and reward with appropriate marks the first to the last horse in a competition in order to give the correct relationship between them. This requires mental versatility, experience and a set mental routine in order to give a just and fair judgement.

You require a full knowledge of the theoretical knowledge of the basic training of dressage. From this you must be able to recognise basic qualities and therefore the main faults that originate from incorrect training. You should be able to differentiate between faults cause by momentary unfitness or a careless from those caused by incorrect training or riding. No longer is a judge required purely to register and count mistakes like a bookkeeper, but more importantly, whilst still bearing in mind the faults that have been recognised, it is the quality of good training and the performance of the horse that should be rewarded with your high marks.

Today, when the duration of competitions are longer and the classes bigger, it is important that judges be physically fit, alert and able to concentrate for long periods of time. A judge must be able to follow the tests attentively from the beginning to the end. Only then can they maintain the correct relationship of marks to movements during the whole competition.

REQUIREMENTS TO UPGRADE TO NEXT LEVEL

All prerequisites MUST be completed before practical upgrading exam may be attempted. Prerequisites for the next level are not to be commenced until upgrading to the previous level is complete

Re Shadow Judging – in order to judge the total minimum number of horses at each level it may be necessary to judge more competitions than required.

Requirements	Upgrade to F – Novice	Upgrade to E – Elementary/Medium	Upgrade to D – Adv. Medium	Upgrade to C - Advanced	Upgrade to B – Small Tour	Upgrade to A – Big Tour
Minimum Age	18	20	20	20	20	20
Current ESNZ Member	Yes	Yes	Yes	Yes	Yes	Yes
Level of Seminar to Attend – must include the Upgrading Level	Up to C Seminar	Up to C Seminar	Up to C Seminar	Up to C Seminar	B/A Seminar	B/A Seminar
Minimum level of Examiner	Mentor	Mentor	Mentor	Mentor	Educator	Educator
Riding Requirement: Attain at least 55% on at least 2 occasions Judged by accredited Judges. Can be higher level	N/A	N/A	Novice	Elem/Med	Adv.Medium	Adv.Medium
Shadow Judging: Level of competition to be judged	Novice	Elem.	Medium	Adv. Med	Small Tour/Int 1	Int 11 level ** & GP Big Tour
Min. No. of entire comps to judge	3	3	4	4+	3 of each	3 of each
Min. horses in each comp	10	10	6	6	6	3
Min. horses to judge overall	30	30***	24	24	36	18
Supervising judge (at least)	Mentor	Mentor	Mentor	Mentor	Educator	Educator
Shadow judging evaluation form	Yes	Yes	Yes	Yes	Yes	Yes
Sit Ins: Must occur on at least 2 separate competitions with a different Mentor/Educator (could be completed at one event)	2	2	2	2	2	2
Sit in Evaluation Form to be completed for each Sit in	✓	✓	✓	✓	✓	✓
Act as a writer for higher level	✓	✓	✓	✓	✓	✓
Steward or TD at one Regional or above Event	✗	✗	✗	✓	✓	✓
Provide a CV to Judges Officer	✗	✗	✗	✓	✓	✓

EXAMINATION REQUIREMENTS

Examination Requirements	Upgrade to F – Novice	Upgrade to E – Elementary/Medium	Upgrade to D – Adv. Medium	Upgrade to C - Advanced	Upgrade to B – Small Tour	Upgrade to A – Big Tour
Complete a theory exam with a mark of at least 80%. To be completed prior to Practical exam. If that mark is not achieved the candidate is not able to sit the practical examination	✓	✓	✓	✓	✓	✓
Demonstrate ability to participate in discussion at judges workshops	✓	✓	✓	✓	✓	✓
Adhere to Code of Conduct	✓	✓	✓	✓	✓	✓
Judge an entire Official Comp. at the required upgrading level	Novice	Elem/Med	Adv. Med	Advanced	Int 1	Grand Prix
Min level of Judges Educator	Mentor	Mentor	Mentor	Mentor	Educator	Educator
Min. horses to judge in practical exam (registered class)	15	15*	10*	10*	15	15
* Note – It is recognised at times it may not be possible to have the required number of horses. In such cases it is suggested that the candidate also judge another class ie Medium or Advanced (as the case may be) on the same day under exam conditions						
The closeness of marks of each movement, placings and spread of marks from highest to lowest and suitability of comments will be taken into account for results of practical judging by examining judge	✓	✓	✓	✓	✓	✓

Test sheets will be assessed in detail by examining judge Mentor or Educator

All the above will be taken into consideration by examining Mentor/Educator to enable them to make a decision. Full report will be forwarded to Judges Officer

REQUIREMENTS TO REMAIN ACCREDITED

ESNZ membership to be current at all times;

All judges are required to keep their knowledge refreshed and up to date by undertaking the following every 3 years:

Current Level	G	F	E	D	C	B	A
Compulsory every 3 years							
Judges re-accreditation form to be completed at 1 August at the end of the middle year with proof of completion and marked Open Rule Book Test at 90% or better	✓	✓	✓	✓	✓	✓	✓
MUST attend and participate in at least one approved Judges Seminar at your level at least every 3 years F-C Seminar with Mentors B-A with Educators/FEI	Mentor	Mentor	Mentor	Mentor	Mentor	Educator	Educator
Compulsory in the non-Seminar years: Attend and participate in at least 2 mentoring sessions or Masterclasses	✓	✓	✓	✓	✓	✓	✓
Minimum Judging Requirements: Judge six official DNZ tests per annum	✓	✓	✓	✓	✓	✓	✓

NB Inter II recognised as an official test for A level Judges. A level may substitute a Shadow Judge, Grand Prix or Inter II test

For YOUNG DRESSAGE HORSE JUDGES only

- Attend a YDH Seminar
- Pass the YDH Section of the ORBT

[Type here]

FAST TRACK SCHEME – for FEI riders as detailed below

FEI riders who have obtained an overall average of 65% or better on 3 occasions in Official Prix St George or Intermediate I performances to have been gained in the past 8 years are eligible to enter the scheme at E level. Consideration may be given by the candidate's AJO (in consultation with the JSC) for entry at D Level

FEI riders who have obtained an overall average of 65% or better on 3 occasions in Officials Intermediate A or B or Intermediate II or Official Grand Prix – performances to have been gained in the past 8 years are eligible to enter the scheme at D Level

To Enter at E Level

Candidate MUST attend a Judges Clinic BEFORE commencing the required shadow judging

- Must be a current financial member of ESNZ
- Must complete the current ORBT G Level exam with a pass of at least 90% (to be undertaken and passed before shadow judging) - once completed and passed candidates will be accredited at G level and placed on the judges list. Candidates can then continue completing the remaining pre requisites
- Must attend a clinic that includes E level
- Must pass the Elementary theory exam with at least 80%
- Must shadow judge at least two entire Elementary competitions where the total number of horses required (min. 10)
- Must sit-in on at least twice at Elementary level
- The Mentor judge for all shadow judging must be A or B Level
- Must pass the Elementary practical exam

To Enter at D level

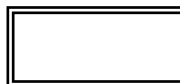
Exactly the same as above but all shadow judging and sit-ins are to be at Advanced Medium level

Expressions of interest from applicants who meet the above criteria should lodge an application in writing to the Judges Officer, Dressage New Zealand, Sue Hobson, RD4, Pahiatua.

[Type here]



Area



G – LEVEL EXPRESSION OF INTEREST FORM

Name:	Date of Birth:	
Address:		
Suburb:	State:	Post Code:
Tel:	Mobile:	
Email:	ESNZ Membership No:	

Do you have a hard copy of the current DNZ Dressage Competition Rules & Procedures including all amendments?		YES <input type="checkbox"/>
		NO <input type="checkbox"/>
Dressage Judging Experience:	Experience as a Rider:	
	As a Coach:	
	As a Writer/Penciller:	
Dressage Seminars, Workshops or Instruction Schools attended:	Name of Instructor:	
	As a Rider:	
	As an Observer:	
Any other Relevant Information:		

[Type here]



G – LEVEL EXPRESSION OF INTEREST FORM CONTINUED

Candidate Signature: _____ Date: _____

Send to: Your Area Judges Officer

On receipt of this application, your Area Judges Officer will provide you with more information and once you have confirmed that you wish to continue, will send out an open rule book test (ORBT) for you to complete.

A brief CV of the applicant riding and competition history to be included

AJO Name :.....

AJO Signature

AJO Area:.....

Date:.....

Comments:

[Type here]



Area



DNZ DRESSAGE JUDGE APPLICATION FORM & PRE REQUISITES REQUIRED FOR APPOINTMENT AS G LEVEL

(Effective 1/9/19)

Name of Candidate:	
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Assessment Slip	Date/Location	Print Name Mentor/JE	Signature
Attend a G, F or G/F Level Seminar	Date:		
	Location:		
Complete the G level Open Rule Book Test with at least a 90%	Date:		
	Percentage:		

Assessment slips go directly to Area Judges Officer for verification with this summary sheet.

Sit in for at least 2 hours on Official Preliminary or Novice with an approved Mentor or A or B level judge <i>(may be completed over more than one sit-in)</i>	1.		
	2.		

<i>Sit in assessment form/s completed/attached</i>	<input type="checkbox"/>	<i>Only positive Sit-In assessments can be submitted</i>
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	Competition e.g. 1.3 or 2.2	Date:	No of Horses
Shadow Judge one entire Preliminary and one entire Novice competition or two entire Novice competitions with at least ten horses in each competition (a total minimum of 20 horses to be judged overall <i>(may need to judge more comps to get the total No of horses)</i> <i>Supervising judge must be an appointed Mentor or Judges Educator as per table</i>	1.		
	2.		
	3.		
<i>Only positive Shadow Judging assessments can be submitted. Assessments with 'needs more training' will not be accepted and candidates will be required to undertake a further Shadow Judging assignment</i>			

Assessment Completed	<input type="checkbox"/>		
	<input type="checkbox"/>		
	Date:		

[Type here]



DNZ DRESSAGE JUDGE APPLICATION FORM & PRE REQUISITES REQUIRED FOR APPOINTMENT AS G LEVEL CONTINUED

Please provide the following details:

Current ESNZ Member Number:	
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Name:	Date of Birth:	
Address:		
Suburb:	State:	Post Code:
Tel:	Mobile:	
Email:		

AJO Name :

AJO Signature

AJO Area:

Date:

Comments:

[Type here]



Application form (to go with G paperwork)

Your ESNZ membership must be current and this Course Checklist received by your Area Judges Officer before your DNZ Official registration can be processed.

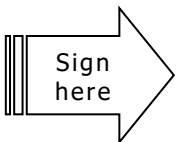
Your Declaration

The ESNZ and its affiliated organisations have a duty of care to their members and to the general public who interact with ESNZ Officials, as these responsibilities may involve direct and/or unsupervised contact with people under the age of 18 years. As part of this duty of care and as a requirement of the ESNZ Member Protection Policy, the ESNZ must enquire into the background of ESNZ Members applying for registration as an ESNZ Official.

All ESNZ Members wishing to be registered by the ESNZ as an ESNZ Official are required to complete the following declaration;

I Sincerely declare:

1. I do not have any criminal charge pending before the courts, nor any criminal convictions or findings of guilt for offences involving drugs, violence, sexual activity, acts of indecency, child abuse or child pornography.
2. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, acts of violence, intimidation or other forms of harassment.
3. I have never been sanctioned for an anti-doping rule violation under any ESNZ anti-doping policy (Athlete or Equine).
4. I have never participated in, facilitated or encouraged any practice prohibited by the World Anti-Doping Agency Code or any other anti-doping policy applicable to me, in the ESNZ Horse Anti-Doping Policy.
5. To my knowledge there is no other matter that the ESNZ may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by accepting my ESNZ Officials registration.
6. I will notify the CEO of the organisation(s) engaging me immediately upon becoming aware that any of the matters set out in clauses [1 to 5] above has changed for whatever reason.
7. I acknowledge that I have read and agree to abide by the ESNZ & DNZ Code of Conduct for Officials. I acknowledge I may be subject to disciplinary action if I breach the code. (Code of Conduct is available to view on www.nzequestrian.org.net)



SIGNED: _____

DATE: _____

Office Use Only

Attachments Rec'd

Database Updated / /

Candidate – Please return these forms to your Area Judges Officer for verification.

[Type here]



DNZ DRESSAGE JUDGE APPLICATION FORM & PRE REQUISITES REQUIRED FOR UPGRADE TO F LEVEL (TO BE COMPLETED BY THE UPGRADING JUDGE)

Name of Candidate:	
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Assessment Slip	Date/Location	Print Name - JE or Mentor	Signature
Current G level			
Attend a Seminar which includes F Level	Date:		
	Location:		
Confirm reaccreditation seminar at F level is current (within past 3 years)	Date:		
	Location:		
Complete Novice theory exam with at least 80%	Date:		
	Percentage:		
Judging – Must have judged at least five (5) competitions at your current level. Min number of horses overall to be judged is 24 This MUST be completed before commencing any upgrading	Date	Competition	Location/Event
	1.	Prelim 1.	
	2.	Prelim 1.	
	3.	Prelim 1.	
	4.	Prelim 1.	
	5.	Prelim 1.	
	6.	Prelim 1.	
Sit in on 2 separate occasions at Novice level with a different Judge Educator or Mentor	1.		
	2.		
<i>Sit in assessment forms completed/attached</i>	<input type="checkbox"/> <i>Only positive Sit-In assessments can be submitted</i>		
Completed assessment slips to be forwarded to DNZ Judges Officer: Sue Hobson, RD4, Pahiataua 4984 or email: brian.suehobson@xtra.co.nz			
Shadow Judge a minimum of 3 entire Novice competitions with at least 10 horses in each (a total minimum of 30 horses to be judged overall - <i>may need to do more comps to get the total No of horses</i>) (<i>Supervising judge must be an appointed Mentor or a Judge Educator</i>)	Competition e.g. 2.3	Date	No of Horses
	1.		
	2.		
	3.		
<i>Only positive Shadow Judging assessments can be submitted. Assessments with 'needs more training' will not be accepted and candidates will be required to undertake a further Shadow Judging assignment</i>			
All Shadow judging evaluation forms submitted	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

[Type here]



DNZ DRESSAGE JUDGE APPLICATION FORM & PRE REQUISITES REQUIRED FOR UPGRADE TO F LEVEL CONTINUED

Practical Exam Completed	Date:		
	Location:		
	Competent <input type="checkbox"/>		
	Not Yet Competent <input type="checkbox"/>		

DNZ – Please return a copy of this form only to the Judges Officer

Dressage New Zealand Judges Officer
Sue Hobson
RD4
Pahiatua 4984

Please provide the following details:

<i>Current ESNZ Member Number:</i>	
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Name:	Date of Birth:	
Address:		
Suburb:	State:	Post Code:
Tel:	Mobile:	
Email:		

[Type here]

