

## **CHAPTER 2**

### **ADMINISTRATION AND ORGANIZATION**

#### **INTRODUCTION**

A highly competitive and demanding sport like endurance riding demands a certain degree of regulation, even though the Association accept that the majority of competitors are fair-minded, responsible persons. To ensure fair and safe competition and to facilitate the smooth running of club and national rides rules and regulations are put in place to create the parameters for competition.

The chapters contained in this manual form a unit. Information contained here in: such as organization and administration, (Chapter 2) participation compliment and support each other, and have to be implemented in conjunction with each other.

This manual also needs to be read in conjunction with the rules pertaining the endurance riding of the Fédération Equestre Internationale (FEI)

A copy of this rule book and the FEI rules where applicable must be available at every endurance ride. This responsibility rests with the Organising Committee of each and every endurance ride.

#### **Preamble**

This is the present Rules for Endurance Riding in Namibia, effective 1<sup>st</sup> January 2007. As from the aforementioned date, all other texts covering the same matter (other editions and all other official documents) issued previously are superseded.

Although this Rules sets out the detailed Rules of NERA governing Rides in Namibia, it must be read in conjunction with the FEI Regulations, -Rules and - Veterinary Regulations.

Every eventuality cannot be provided for in these Rules. In any foreseen or exceptional circumstances, it is the duty of the Organising Committee and the Veterinarians to make a decision in a sporting spirit and approaching as nearly as possible to the intention of these Rules and of the Rules and Regulations of NERA and the FEI.

NERA has accepted the principle that the FEI Rules and Regulations will form the basis of the NERA Rules and Regulations as far as possible. Exceptions to this rule has to be approved by NERA Council and / NERA AGM and will normally only be to make provision for additional protection and / development of horses and riders.

## **The Competition**

1. An Endurance ride is a competition against the clock to test the speed and the endurance ability of a horse. At the same time it should demonstrate the rider's knowledge of pace and use of his horse across country. The horse's performance over various types of ground and over natural hazards is significant to determine the horsemanship of the rider and the manners of the horse.
2. The competition consists of a number of phases that are sections of the competition, which may be separately timed. At the end of each phase, in principle at least every 40km, there will be a compulsory halt for veterinary inspection. The veterinarian should approve the distance from the start to the first inspection during the ride. In a 160 km ride there must be at least five Vet gates plus the final inspection. The phases may be spread over two or more days.
3. Whatever the order and rules for starting, each competitor carries out the whole competition as if he were alone and competing against the clock.
4. It is a competition against the clock. The rider and horse that finishes the course in the shortest time will, in general, be classified the winner of the competition. Competitions shall be organised to allow competitors to establish their pace to compete against the clock. However, because of the conditions of the course or other considerations which might adversely affect the ride, the Organising Committee may establish a minimum time for a section of a phase of competition. The length of the course under controlled speed shall not exceed 5 km per section and there cannot be more than one section under controlled speed per phase of the course.

## **Code of Conduct**

1. In all equestrian sports the horse must be considered paramount.
2. The well being of the horse shall be above the demands of breeders, trainers, riders, owners, dealers, organisers, sponsors of officials.
3. All handling and veterinary treatment must ensure the health and welfare of the horse.
4. The highest standards of nutrition, health, sanitation and safety shall be encouraged and maintained at all times.
5. Adequate provision must be made for ventilation, feeding, watering and maintaining a healthy environment during transportation.
6. Emphasis should be placed on increasing education in training and equestrian practices and on promoting scientific studies in equine health.
7. In the interests of the horse, the fitness and competence of the rider shall be regarded as essential.
8. All riding and training methods must take account of the horse as a living entity and must not include any technique considered by NERA to be abusive.

9. National Federations and Clubs should establish adequate controls in order that all the persons and bodies under their jurisdiction respect the welfare of the horse.
10. The national and international Rules and Regulations in equestrian sport regarding the health and welfare of the horse must be adhered to not only during national and international events, but also in training. Competition Rules and Regulations shall be continually reviewed to ensure such welfare.

## 2.1 **Club Rides / Pre Rides**

2.1.1 **Rides presented according to the rules.** The results and kilometres ridden during a ride which is not presented strictly with approval and according to the rules of the Endurance Ride Association of Namibia will not be recognized.

2.1.1.1 **The President of the Ground Jury and or the Head Official at the club rides** sees to it that all rules contained in this Volume are adhered to at a ride. Refer chapters 2,3,4 and especially 7.9. Complaints in writing are to be submitted to them (refer 3.1.32). The President and or Head Official is also a member of the Appeal Committee (refer 2.1.12).

2.1.1.2 Rider's entering more than a first leg must submit a horse and riders logbook/ passport and prove of affiliation (refer 3.1.37)

2.1.2 **Minimum riders per ride.** The minimum number of entries for any official NERA Endurance ride has to be ten (10) riders.

2.1.3 **Open and closed rides.** Closed rides, where only members of a specific club may enter, are not permissible. Only rides, which are open to all members of the Association, may be presented.

2.1.4 **Membership at various clubs.** Membership of more than one NERA club is not permissible. NERA membership numbers are allocated to each member. **NERA Day membership.** Day membership fees may be payable by non members of the Association who wish to participate at a ride. Such Day member applicants have to apply at the Organising Committee of that specific ride to participate and it is the discretion of that Organising Committee to allow or to disallow such applicant. Additional fees for day members may be determined by the Organising Committee of each and every ride. There is a restriction on the number of rides for which a person may enter as a day member of two rides per calendar year. Day members may not enter for more than the first two legs of a ride. Day members completing the ride are issued with official certificates but not club numbers. Any other form of acknowledgement (i.e. rosettes, badges, etc.) is permitted (Refer 2.1.13).

2.1.5 **Weighing of riders.** Normally only Senior riders are weighed. Child, Juniors & Young riders are not assigned weight categories. (Refer 3.1.1). If requested by the Organising Committee all or any riders may be weight but then it is advised that it should be advertised as such in the Ride Schedule and /or the invitation or information schedule of that specific ride.

At any stage of the competition an official may re-weigh any competitor in order to ascertain whether the rider's weight has remained at the original weight or within the prescribed weight range. Time lost during this exercise will be compensated to the rider should the weights be correct. The examination may also be done at a checkpoint. Riders exceeding the limits of allowable weight loss will be disqualified

(Refer 3.1.2)

2.1.6 **Number of Junior & Young Riders and Senior members per team.**

Teams consist of the number of riders as required by each and every competition.

2.1.7 **Departure times of rides.**

The Organising committee will determine the departure times of the rides. Mass starts of the same distances are compulsory.

2.1.8 **Late entries at rides.** The starting time of any competitor who does not present himself on time for start is recorded as if he had started on time. No competitor may start later than 15 minutes after his starting time under penalty of elimination.

2.1.10 **Hors d'concours.** Pleasure rides may not be presented with Official endurance rides. No rider may ride "hors d'concours".

2.1.11 **Reasons for withdrawal to be indicated.** Reasons for elimination, disqualification or withdrawal of a horse have to be clearly stated on the time card and veterinarian card by the veterinarian and reflected on the ride result form by the chief time keeper as well as in the Rider and Horses Passports. (Refer 3.2.8.1)

2.1.12 **Disciplinary action against members (refer 1.7)**

2.1.12.1 The chief veterinarian, the President of the Ground Jury and / or Head Official of a ride and the chairperson of the Club who host the ride form the disciplinary committee at a ride. The secretary of the club, or Council, as the case may be, acts as secretary of the disciplinary committee. The accused will be accompanied by his / her club chairman / vice club chairman at a club ride. At FEI rides the FEI Rules will be applicable.

2.1.12.2 Should a family member of one of the disciplinary committee be involved in a disciplinary hearing, the committee member concerned has to withdraw from that specific hearing and be replaced by the vice-chairperson of the club concerned or in his/her absence any other committee member as may be decided by the disciplinary committee.

The Committee of Appeal at a Club Ride consists of the President of the Ground Jury or the Head Official of that ride and the chairman (and in his absence the vice-chairman) of the club of which the accused is a member. The committee may co-opt any official or member which they deem necessary. At The FEI rides the FEI Rules will be applicable.

2.1.12.3 The rules of common law shall apply at any sitting or meeting of

any disciplinary committee. Written notice of the complaint shall be sent to the individual and a reasonable time allowed for preparation before the disciplinary hearing. The accused has the right to appear in person or if she/he chooses not to attend in person, send written testimony to the disciplinary committee. The accused has the right to call witnesses in support of is/her case on condition that he / she pre arranged it with the Disciplinary Committee. The accused and accuser are both to be given the opportunity to appear before the committee at all disciplinary hearings. Should the member against whom disciplinary action is considered not be able to attend the meeting, the committee may continue with the proceedings, taking into account written reports or statements submitted to the committee.

- 2.1.12.4 Should the committee require more information on the matter the meeting may be postponed until the necessary documentation or verbal testimony can be obtained.
- 2.1.12.5 After being found guilty the committee shall impose an appropriate penalty. The sentence of the committee shall remain valid until it has been withdrawn based on appeal or has expired due to lapse of time.
- 2.1.12.6 The course of appeal open to any member is as follows: from club Management to Council. From Council to Arbitration. From Arbitration to the Namibian Sport Commission. Only after all these channels have been followed a member may take any other action.
- 2.1.12.7 All members of the ascribed disciplinary committee are to attend every sitting, unless a valid excuse for absence is tendered. The members present will be a quorum.
- 2.1.13 **An endurance ride to be 30 km and longer.** Rides of 30km or longer are considered endurance rides and considered for distance awards, medals, scrolls etc.
- 2.1.14 **Certificates to reflect exact distances and weights.** Certificates of achievements which are presented to all riders who successfully complete the course will reflect the exact distance covered and the all up weight of the rider.
- 2.1.15 **All NERA to be Vet Gate Rides.** All rides under NERA will be Vet gate Rides. No Compulsary Halt rides are allowed as from 1 January 2006..
- 2.1.16 **NERA National Championships Qualifications.**
- 2.1.16.1 For participation at the annual NERA National Championship no additional qualifications are applicable except the normal FEI pre-requisites and the NERA qualifications in terms of the age and experience of horses.

### **VET GATE TABLE**

It is advisable that all legs are to be ridden in numerical order as far as possible, with the exception to

<b>DISTANCE</b>	<b>LEGS</b>	<b>COLOUR OF LEGS</b>	<b>MINIMUM SPEED</b>	<b>MAXIMUM TIME TO VETERINARIAN</b>	<b>MAXIMUM PULSE RATE</b>	<b>HOLDING TIMES</b>	<b>RE-EXAMINATION BY VET 10 MINUTES BEFORE DEPARTURE OF</b>
100 – 119 km	4	Blue, Yellow, Red, Green	10 km/h	20 minutes	64 b.p.m.	3 x 45 1 x 20 minutes	Leg 3
120 – 150 km	5	Blue, Yellow, Red, Green, White	10 km/h	30 minutes	64 b.p.m.	4 x 45 1 x 30 minutes	Leg 3 and 4
151 – 160 km	6	Blue, Yellow, Red, Green, White, Orange	10 km/h	30 minutes	64 b.p.m.	5 x 45 1 x 30 minutes	Leg 3, 4, and 5

adhere to FEI Regulations as the quantity of the legs for certain distances require.

#### Notes to Gate System Table

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- The motivation for the uniform holding times are simplicity and to give the horse and rider ample rest periods. In the planning of Holding Times it must always been born in mind that a rider may be instructed to present his / her horse for a re-examination even before leg three and these horses must have sufficient time to rest between legs.
- The objective is to educate the riders to present their horses to the veterinarian as soon as possible after arrival.
- Longer holding times may be implemented if advised by the veterinarian and the Organizing Committee should circumstances require it but it have to be done before the first rider departure on that specific leg.
- Re-examination of all the horses by the veterinarian 10 minutes before departure on leg three, four and five are

compulsory. During the re-examination the horse may be presented saddled or unsaddled.

- A horse may only be presented to the veterinarian a maximum of two times on all the legs except on the last leg where the horse may only be presented once under penalty of elimination.
- The maximum pulse rate allowed will be as per FEI Rules and is currently 56 b.p.m. for 1\* and 64 b.p.m. for 2\*, 3\* & 4\*

300 Milers. The same principles apply to 300 milers as for Vet Gate Rides.

Provision for shorter rides within a 300 miler may be made should the organizing committee deem it possible: Advised distances are as follows; Day 1 = 140 km; Day 2 = 100 km; Day 3 = 100 km; Day 4 = 140 km; Day 1 and 2 = 240 km; Day 2 and 3 = 200 km; Day 3 and 4 = 240 km.

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#### 2.1.16.2 **Vet Gate**

##### 1. *Vet Checks during an Endurance Ride*

The Vet Gate into a timed hold has proved to be the best Veterinary check and is now internationally established.

##### 2. *How does a Vet Gate function?*

A rider comes to a Vet Gate. A time keeper writes down the time of the *arrival*. The rider and his crew have not more than 20 or 30 minutes from that time on to take care of the horse depending on the distance ridden. The riding time is not stopped until the rider presents his horse at the gate to the vet area ("*in time*") to have it checked by the *veterinarians*. He may do this any time he wishes *within 20 minutes for 1\* & 2\* or 30 minutes for 3\* & 4\* rides following the arrival*. At this time the *pulse* of the horse may not *exceed the 56 for 1\* rides and 64 for 2\*, 3\* & 4\* rides*, otherwise he is sent back. Horses which are sent back have the opportunity to be rechecked later by the veterinarians. The "*in time*" counts as definite when the veterinarian has confirmed the pulse of 56 / 64 or less. Horses which do not meet the pulse criteria within the said 20 or 30 minutes are eliminated. A horse may only be presented twice to the veterinarians within the said 20 or 30 minutes and only once at the last leg under penalty of elimination. Last leg means the last leg of that specific rider and not the last leg of the longest distance of the ride.

The *hold* begins when the rider asks to see the veterinarian ("*in time*") providing his horse's pulse is down to 64 or less. The time of

each hold is laid down in advance and will be announced in the program or at the briefing. It is recommended that, in principle, holds should not be longer than 45 minutes and not shorter than 15 minutes.

To calculate the *out time* the time of the hold is added to the "in time".

### 3. *Organisation of a Vet Gate*

Very good organisation, plenty of room and enough officials are most important at Vet Gates. Ideal would be to have the following officials for the below described tasks at each Vet Gate:

#### **Officials' Tasks**

1. *Station Head*: He is responsible for seeing that the whole Vet Gate functions well.

#### Remarks:

Important are:

- Direction signs, well roped off vet areas, marking of the officials and helpers with hats or coloured rider vests.

Vet area: wide enough for 3 to 5 horses to be checked at the same time. At least 40 meters long to trot the horses.

- Horses are only attended to by their crews after the time is taken at the "arrival". This is why there should be enough room for watering many horses and measuring the pulse between the arrival time keeper and the vet area. It is an advantage if the horses can be near the cars where the personal equipment is available and water tanks are easily accessible.

2. *Time keepers* (one each: at the arrival, at the gate into the vet area and at the departure).

#### a) Arrival

The time keeper writes down the time on the 1) form and 2) vet card

#### Remarks:

- The riding time goes on.
- The forms are records of the time keepers.
- The rider carries the Vet. Card.

#### b) Gate into the vet area (*in time*)

The time keeper (in timer) writes down the time when the rider asks to have the horse checked, on the 1) form and 2) veterinary card.

He checks the time between arrival and "in time" to the actual vet area (30 minutes max.).

Remarks:

- The riding time is stopped and the hold begins.
- If several riders are asking at the same time, they all get the same "in time" even if not all can be checked by the veterinarians at the same time.

c) Departure (*out time*)

- The time keeper (out timer) checks the "out time" and writes it down on the 1) form and 2) vet card
- He checks if the horse has passed the veterinarian inspection and if it was presented to the veterinarian for a possible recheck.
- He releases the rider on to the trail at the right time.

Remarks:

- Vet Gate "in time" + time of hold = "out time".

*3. Stewards*

The Vet Gate steward directs the horses which have passed the in-timer and have entered the gate to the vet area and avoids congestion and unnecessary waiting times at the entrance. He makes sure that not more than two persons (rider / groom) per horse is allowed into the vet area. This is to avoid a big crowd near the inspection.

Remarks:

- Horses which have passed the in-timer should have their pulse taken as soon as possible.
- If there are several competitors asking at the same time to have their horses checked, the steward may, for example, take the last of the group first because they all have the same "in time" and will therefore have the same "out time."

*4. Veterinarians*

The veterinarians inspect the horses in the vet area and decide which may go on, which must be eliminated and which must return for a recheck, e.g. if the pulse is too high.

*5. Veterinarian writers*

Veterinarian writers write down the veterinarians' findings on The 1) vet card 2) vet form.

Remarks:

- Vet forms are records of the veterinarians.

- Please see the example of a vet card in chapter 9. (name and date of ride, name and address of rider, age, breed of horse should be on the rider card).

- 2.1.17 **Veterinary and grooming areas to be clearly demarcated.** Areas where veterinary checks and grooming of horses are to take place are to be roped off and marked at all rides club or NERA / FEI rides. It is advisable that it should also be specified in the ride invitation letter. Sufficient room is to be allowed to facilitate free and easy flow of horses through the area.
- 2.1.18 **Water at checkpoints and en route.** Sufficiently manned watering areas should be freely available at checkpoints and en route (Refer Chapter 4).
- 2.1.19 **Course veterinarians at every ride.** Although preferable the presence of a course vet at a club ride is not compulsory. At the FEI rides the FEI rules will apply.
- 2.1.20 **Control between checkpoints.** Areas where riders may get lost or take a short cut en route have to be manned. Controllers have to note numbers and times when riders pass the check point.
- 2.1.21 **Inspection of course alterations.** The Organising Committee should accurately GPS measure and inspect all for accuracy and for the safety of riders and horses.
- 2.1.22 **Chief veterinarian at ride to be experienced.** Experience of at least three (3) previous endurance rides is advisable for chief vets at rides. For FEI Rides the FEUI rules will be applicable.
- 2.1.23 **Minimum number of veterinarians at ride.** A minimum of one Vet is to be present at each checkpoint at all rides. The recommended number of veterinarians at club rides is a minimum number of one (1) for every fifty (50) horses if possible. For the FEI rides it is one for every 15 horses.
- 2.1.24 **Monetary prizes at endurance rides.** Endurance riding has become a professional sport. Monetary prizes may be presented for any form of achievement at an endurance ride.
- 2.1.25 **No unacceptable behaviour.** Disciplinary action will be instituted against any member who misbehaves should the disciplinary committee deem it necessary.
- 2.1.26 **Dogs to be leashed.** At an endurance ride only dogs on leads will be permitted. In veterinary areas no dogs are allowed, whether on a lead or not.
- 2.1.27 **Travel and/or accommodation allowance payable to officials.** Compensation for travelling and/or accommodation to officials, including veterinarians, etc. may be paid. A levy is payable to the veterinarians as determined between the veterinarian and the Organizing Committee. Officials that attend rides with the sole objective to fulfil their official duties and who has no direct interest in

any horse and/or rider may be paid an allowance of an amount to be determined by the Organising Committee of that specific ride.

- 2.1.28 **Ride results to officials within 14 days.** Ride results in the prescribed form, should reach the Council Secretary within 14 days of the ride. Failure to comply with these provisions can result in non recognition of the results. The Council secretary will forward these results to all clubs electronically.
- 2.1.29 **Ride dates to be published annually before 31 December.** All ride dates have to be approved by Council and appear on the ride calendar of the Association. Ride dates are circularised annually to all members by the Council secretary.  
Ride dates should therefore be submitted to the council secretary before 15 October by clubs. These dates are tabled at the Council meeting in November.  
No additional rides may be presented without the written permission of the Council.
- 2.1.30 **Confirmed dates of rides may not be altered.** Due to disruption of long term training programmes ride dates may not be altered at short notice. Confirmed ride dates may not be altered unless twenty one (21) days written notice of the new date can be given to all members of the Association by the club secretary once permission to do so has been obtained from Council. Late cancellation of a ride, or a lack of lee-time may not be fixed within 21 days of the original date.
- 2.1.31 **Prior permission to be obtained by animal protection societies.** Members of the SPCA are welcome to attend rides. Arrangements are to be made with the Council Secretary well in advance. Council will issue written permission for attendance and notify the Head Official of the ride or chairperson of the club concerned.  
The Council secretary will notify the chairperson of the club concerned.  
The club chairman is to monitor the behaviour of members of the SPCA at the ride, introduce them to the veterinarians and ensure non intimidation or interference with officials or riders by such a visitor.
- 2.1.32 **Certificate of achievement to each rider.** Every rider who successfully completes an endurance ride has to receive a certificate of achievement.
- 2.1.33 **Names of officials to be clear.** Names of officials are to be displayed on a bulletin board at a central point, at every ride e.g. the administration office. At FEI rides the names of the officials are published in advance.
- 2.1.34 **Beginning and end of rides.** A ride meet begins with the arrival at the ride venue of horse, rider and/or aides and ends upon departure after the ride.  
During the ride meet the rider, aides and their visitors are subject to the rules of the Association.

A ride starts after the Veterinarian pre-check on the horse has been completed and ends two (2) hours after the final veterinary check. For horses that complete the ride within the top ten positions, the ride ends after the final veterinary evaluation which forms part of the formula for the best conditioned horse award. Should a horse die, the two hour rule is not applicable.

- 2.1.35 **Accreditation of officials.** The Council Secretary keeps and up dates a register of accredited veterinarians and officials. Only registered veterinarians be appointed as veterinarians. Without experienced officials a ride should not be presented if possible.
- 2.1.36 **Adequate facilities to be available.** At each check point and ride venue adequate ablution, stabling and / camping facilities should be available.
- 2.1.37 **Horses to be numbered clearly.** The rider day number is to be written clearly on either side of the horse's rump.
- 2.2 **NATIONAL AND INTERNATIONAL RIDES**  
Wherever applicable all rules governing club-rides are compulsory at national and international NERA rides.
- 2.2.1 **Entries for FEI and International Rides.** Entries close twenty one (21) days before the start of the ride. Should a rider be forced to withdraw the horse registered for the FEI ride a second horse who qualifies may be entered. Prior notice of the substitution is to be given to the Organizing Committee. Riders who do not follow the above procedure of entry will be denied participation at the FEI rides and/or such an entry will not be registered at FEI. Late entries will only be accepted at the discretion of the Organising Committee on the condition that sufficient stabling, facilities etc. are available and that it will not cause a problem at officials and veterinarians. The Organizing Committee may also charge an additional fee.
- 2.2.2 **Entry fees to accompany entry forms.** Entries will not be accepted for the FEI rides unless accompanied by the necessary fees as pre-determined by the Organizing Committee.
- 2.2.3 **Entry fees for rides are non- refundable.** Entry fees are not refundable and should a rider who has paid his fees not participate, for whatever reason, the Organizing committee are under no obligation to refund such a rider.
- 2.2.4 **Application for scrolls and kilometre awards to be submitted 30 days prior to the event.** The association secretary has to receive applications for scrolls and kilometre awards 30 days prior to the event where such awards will be presented. Photocopies of the logbook reflecting particulars regarding rides and kilometres have to accompany the application for absent horse passports.
- 2.2.5 **Team events permissible at NERA Club & NERA FEI Rides.** Team events may be presented at NERA Rides. Names and

Numbers of team members are to be submitted before the start of the ride by the team manager concerned. Final teams must be nominated one hour after the veterinarian inspections. Changes are permissible until one hour before the official starting time of the ride.

- 2.2.6 **Participation of Child riders, Juniors & Young Riders, and Veteran riders at national and international team competitions.** Junior and veteran teams may compete at national and international competitions. Teams consisting of Child riders may not compete at any level, whether club, national or international. National team rider's participation in club teams is permitted. Therefore the club may include the riders' time in the team competition. The rider's name is to be submitted inclusive of the rest of the club team. The National Team Manager remains in control of the National team riders.  
Riders over fifty (50) years of age are considered veterans.
- 2.2.7 **Qualifying rides for national team.** A rider will be considered for inclusion in the national team shortlist on completion of the following: three (3) qualifying pre-rides of eighty (80) kilometres or more during the year before the said event, 1000 km of official endurance riding, and a previous ride of a similar distance. (Refer 2.2.16). The rider must be a Namibian citizen.
- 2.2.8 **Composition of the national team selection committee.** The following members comprise the national selection panel, the NERA Council, National Team Manager(s), and a Veterinarian. (Refer 2.2.16).  
Should one or more of the riders on the shortlist for selection be members of the family of a panel member or be the rider self, that member has to be withdrawn while the family member is discussed.
- 2.2.9 **Managers and/or trainers of the national teams appointed annually.** The appointment of the Junior & Young Rider and Senior National Team Managers and / or Trainers take place as follows:- Any member of the Association may be nominated by a club and submitted to the Council. Council may add names to the existing list.  
Nominated members need to have been involved in any division of the sport for at least three (3) years. The Council secretary has to be in possession of nominations annually 15 days prior to the Council meeting during which such Team Managers and / Trainers are to be appointed. Annually towards the end of the year, normally during the last Council meeting of the year Council will then appoint Team Manager(s) and /or Trainer(s) for the following year.  
Ideally Council should appoint a separate Team Manager and Team Trainer for the Junior & Young Riders and for the Senior team. Council may also nominate an additional trainer and/or manager for a specific ride should it be deemed necessary.

- 2.2.10 **Inclusion of riders who earned two-star honorary colours or ex-national team members in the national team.**  
Members in possession of two-star honorary colours and veteran national team members may be considered for inclusion in the current team should less than six (6) members qualify, providing three pre-rides were completed on the same horse upon which they represented the national team or achieved honorary colours.
- 2.2.11 **Numbers to be worn during NERA FEI Rides.**  
Honorary or Special National team numbers are to be worn during all the NERA club Rides but not at the NERA FEI Rides. The only Honorary numbers to be worn at all NERA Rides , both club and FEI rides will be that of The NERA Standard Weight Champion, No 1, the NERA Heavy Weight Champion, No 2 the NERA Junior & Young Rider Champion, No 3 and the Child Champion , No A.
- 2.2.14 **Pulse rate of horses during National Championships.** The maximum allowable pulse rate throughout the ride at checkpoints will be as per FEI Rules.
- 2.2.15 **Announcement of Results at National Championships.** The Organizing Committee decides on the format and arrangements regarding announcements.
- 2.2.16 **National Team selection.** The selection and participation of National teams is subject to the following:
- Council has to approve the participation of National teams.  
The entire Council is the Selection Committee and controls selection of all national teams.
- The selection committee consists of:-
- 1. Council**
  - 2. Senior team manager(s)**
  - 3. Veterinarian**
- The President chairs the meetings; Council Secretary takes minutes.
  - Committee Members with relatives as candidates have to withdraw from Committee while such family members are being discussed.
  - Only horse/rider combinations, which comply with the shortlist conditions for National teams, may be selected.
  - The principal of selecting the best horse/rider combination for a specific international ride applies; bearing in mind the characteristics of a specific ride the best team is to be selected.
  - Prior to every ride the council veterinarian plus those selection committee members present at the venue have to satisfy themselves that the horses selected are fit and sound.

- The following factors are considered during National team selection:
  - Rider horsemanship
  - Horse and rider National & International ranking
  - Rider endurance riding experience
  - Horse fitness, speed and pulse rate
  - Horse and rider kilometres attained
  - Constant and continual achievements of horse/rider
  - Best conditioned horse awards
  - Ratio between rides entered and completed
  - Rider sportsmanship, dedication and behaviour before, during and after the ride
  - Previous horse/rider achievements
- Only Namibian citizens are eligible for National team Selection (Namibian Certificates of Birth, -Id's and -passports only serve as proof as agreed by the Namibian Sports Commission.
- The Council determine the number of team Members and reserves as required for each competition in terms of the rules of the Organizing Committee of that specific event and in cooperation with the requirements of the Namibian Sports Commission. Normally Council would elect six (6) riders and two (2) reserves for both the Senior and Junior / Young rider team.
- Team members for each ride are to qualify for Selection according to the short list criteria listed below.

SHORT LIST CRITERIA FOR NATIONAL TEAM SELECTION:

- Horses and riders to have completed at least 1000 officially recognised kilometres.
- The rider to have completed one national championship ride.
- Horse and rider, not necessarily in combination, to have completed at least 3 official rides of at least 80 km during the year prior to the international event for which the National team will be elected.
- Shortlist to be compiled in alphabetical order according to riders rankings.
- During the one year period preceding the ride both horse and rider to have achieved a position within the top 20 NERA riders, Junior, Senior and Horse.
- Should insufficient competitive riders or horse qualify according to the pre-requisites as specified above the selection committee may include any other member

which they may decide upon in the shortlist or the final national team.

- The final team selection and or numerical listing of riders takes place at the site of the ride the day before the ride, and all Council members present at that specific site together with the veterinarian and team manager(s) will form the selection committee.
- The club that nominates a rider must assure themselves that all riders and horses that do meet the criteria and is available for the National team, is placed on the shortlist.
- For selection of an International team where riders compete on rented, borrowed or sponsored horses the only criteria will be the position of the rider on the current and previous years NERA rider rankings and other applicable international rankings and that the rider meets all the requirements of the FEI and / or the Organizing Committee of that specific ride.

#### 2.2.17 **National team outfit**

The national (senior/junior) team outfit to be worn during a national ride is as follows: (Where appropriate national badges may be applied to any of the clothing items listed below).

- |          |                         |   |
|----------|-------------------------|---|
| 2.2.17.1 | Windbreaker             | : In "National" colours with a badge.                                 |
| 2.2.17.2 | Riding shirt            | : In "National" colours with a badge.                                 |
| 2.2.17.3 | Jodhpurs                | : In Black.   |
| 2.2.17.4 | Boots                   | : Black or Brown. Running shoes are permissible but not at ceremonies |
| 2.2.17.5 | Ceremonial saddle cloth | In "National" colours   |
| 2.2.17.6 | Track suit              | : In "National" colours with a badge.                                 |

#### 2.2.18 **National colours award.**

- 2.2.18.1 Members of the national team (senior & junior/ young rider) are awarded national colours in terms of the guidelines of the Namibian Sports Commission.
- 2.2.18.2 National colours are also awarded to the manager(s) of the national Teams as approved by NSC. The Council Secretary will apply at the NSC for National Colours as approved by the NERA Council.
- 2.2.18.3 National colours are presented by Council to those who have been awarded it by the NSC.
- 2.2.18.4 National colours (blazers) are to be worn with dark grey or black Trousers (skirts for ladies) white shirt plus tie (or scarf for ladies).

#### 2.2.19 **Honorary colours award - only Namibian citizens and NERA members**

- 2.2.19.1 Senior and Junior/ Young rider NERA honorary colours are awarded as follows;
- 2.2.19.2 Honorary colours are awarded in the following categories:

- One star To riders (irrespective of weight category) who completed 10 or more national rides and to members who made exceptional contributions to the furthering of endurance riding. The latter is made while the individual is still involved in the sport.
- Two star Riders who according to articles 2.2.19.3 to 2.2.19.5 qualify.
- Three star Members who qualify for both one and two-star awards.

2.2.19.3 Honorary colours (two-star honorary colours) are awarded to members of the national team (junior/young riders or senior) completing an international event amongst the top ten (10).

2.2.19.4 The winner of the national ride, or an international event in the the Senior and Junior / Young riders division. Two star honorary colour award.

2.2.19.5 The winner of the national ride or an international event in the Heavy weight division receives a two star honorary colour award.

2.2.19.6 A special number is presented to recipients of honorary colours. These numbers may (and should) be worn at pre-rides, but are not to be used during the national ride or international competitions.

2.2.19.7 The Council secretary has to give written authority for the purchase of honorary colours.

2.2.20 **Honorary colours.** Senior and Junior & Young Riders colours consist of:

- Blazer : Dark blazer with NERA emblem on the pocket.  
The following to be embroidered on the emblem:  
One, two or three stars (this does not apply in the case of junior colours)  
Endurance Riding
- Tie : Tie (senior or junior with NERA badge as available from the suppliers.
- Scarf : Scarf senior and junior is available from the suppliers

Honorary colours (blazer) are worn with dark grey or black Trousers or skirts for ladies, White shirt with tie or scarf for Ladies.

### 2.2.21 **Code of conduct**

- 2.2.21.1 Members of a national team and bearers of national colours should at all times behave and dress like true ambassadors of Namibia.
- 2.2.21.2 Conduct in specific situations should be directed by generally accepted norms of civilized behaviour.

### 2.3 **NERA Website**

NERA will have a website managed by an appointed official approved by Council. The website is [www.namibiaendurance.org](http://www.namibiaendurance.org). This website will also be the official communication medium at NERA either on its own or in combination with emails.

### 2.4 **NERA Horse Leasing Scheme.**

NERA will have a horse leasing scheme in place. Council will approve a Head Official to manage this scheme on behalf of Council.

In principle the scheme will be a system whereby horses will be leased to riders via the NERA system and a certain percentage of the lease income will go to Council. These fees will then be utilized exclusively for the purpose as authorized by Council and currently the percentage is ten percent and this income will be utilized to assist NERA riders to attend foreign rides.

All NERA affiliated horses will firstly be made available to the National Namibian NERA riders for an international event before it will be leased out to anybody else.

### 2.5 **NERA Ranking System and NERA Kilometre Award System.**

NERA will have a Ranking System and Kilometre Award system in place. The Ranking system will be based on the FEI Ranking system.

These systems are important tools to give the necessary credit to our riders and to acknowledge their achievements and to use it as one of the criteria's in the election of teams.

### 2.6 **Horse Passports.**

NERA has accepted, together with Botswana and South Africa, that the SANEF Horse Passport will be our official and only Horse Passport. The only other passport allowed is the official FEI Passport. Registration numbers will be the official SANEF or FEI number that is on the passport.

### 2.7 **Registration of Riders.**

As agreed between Botswana (BERA), Namibia (NERA) and South Africa (ERASA) the following numbers and prefix will be in place;

B = Botswana  
N = Namibia

SA = K = Cape Province  
 O = Freestate  
 T = Transvaal

NERA has been allocated the following Number Range as agreed between the three said countries, namely number 10 000un till 12 000.

NERA has allocated this number range as follows to our NERA clubs;

<b>Club</b>	<b>Prefix</b>	<b>Numbers</b>
Grootfontein	NGF	10 000 – 10 249
Kalahari	NKA	10 250 – 10 499
Noorde	NNR	10 500 – 10 749
Okanjande	NOK	10 750 – 10 999
Otjivero	NOT	11 000 – 11 249
Tsumeb	NTS	11 250 – 11 499
Windhoek	NWH	11 500 – 11 749
Spare Numbers		11 750 – 12 000

Should a member change clubs such a member will remain with his/her number and only the prefix indicating the club will be changed. No NERA member will be allowed to change from one NERA club to another NERA club if not applied for in writing at the new club and if approved by the new club, after consultation between the two respective club managements.

Reserved for future use

Reserved for future use

Reserved for future use

