



SASJ SHOW COMMISIONER CHECKLIST

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|----|--------------------------|
| 1 | Stabling Requirements |
| 2 | Grooms Facilities |
| 3 | Arena |
| 4 | Catering |
| 5 | Sponsors |
| 6 | Ablutions |
| 7 | Farriers & Veterinary |
| 8 | Stewards |
| 9 | Prize money |
| 10 | Medication Control |
| 11 | Vet Check |
| 12 | Jumping Equipment |
| 13 | Spectators & Competitors |
| 14 | Judges Box |
| 15 | Venue Star Rating |

1 - STABLING REQUIREMENTS CHECKLIST

| | | Y | N |
|------|--|---|---|
| 1,1 | Is there a stable manager | | |
| 1,2 | Is the stable area fenced (Restricted area) | | |
| 1,3 | Is there 24 hour security at the stables | | |
| 1,4 | Are there night control forms | | |
| 1,5 | Is a horse watch service for night organised | | |
| 1,6 | Are the stables safe and suitable (4 sides and roof) | | |
| 1,7 | Is there electricity | | |
| 1,8 | Is electricity working | | |
| 1,9 | Is the electricity cabling out of reach of horses | | |
| 1,10 | Is there adequate ventilation, water and bedding | | |
| 1,11 | Are the water points sufficient | | |
| 1,12 | Is there a list of horses and stable numbers | | |
| 1,13 | Are the boxes labelled | | |
| 1,14 | Do the stables have enough fire fighting equipment | | |
| 1,15 | Are there no smoking signs | | |
| 1,16 | Minimum size 3m x 3m | | |
| 1,17 | 20% of stables should be 4m x 3m (For large horses or Stallions) | | |
| 1,18 | Have the requirements of local authorities been satisfied | | |
| 1,19 | Are exits kept clear for emergencies | | |
| 1,20 | Is there adequate manure disposal | | |
| 1,21 | Are the trucks outside the stable area | | |
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2 - GROOMS FACILITIES

| | | Y | N | How many |
|-----|-------------------------------------|---|---|----------|
| 2,1 | Are there rooms available | | | |
| 2,2 | Is there hot and cold water | | | |
| 2,3 | Are there Shower facilities | | | |
| 2,4 | Is there electricity for the grooms | | | |
| 2,5 | Is there potable water | | | |
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3 - ARENAS

| Main Arena | | Y | N |
|-------------------|--|---|---|
| 3,1 | Is the ground suitable for the level of jumping | | |
| 3,2 | Is there a time table for the main arena | | |
| 3,3 | Is the ground maintained | | |
| 3,4 | Are the arenas labelled | | |
| 3,5 | Horse ambulance,screen,halter and ropes | | |
| 3,6 | Is the arena entrance suitable for horse ambulance | | |
| 3,7 | If something goes wrong is there a plan | | |
| 3,8 | Who is in charge | | |
| 3,9 | Human ambulance and doctor or (para medic) | | |
| 3,10 | Can the entrance to the arena be closed | | |

| Warm-up Arena | | Y | N |
|----------------------|--|---|---|
| 3,11 | Is there enough schooling space | | |
| 3,12 | Is lunging on a separate place or at special times | | |
| 3,13 | Are stewards available for the daily schooling | | |
| 3,14 | Is there a time table for schooling | | |
| 3,15 | Is the ground maintained | | |
| 3,16 | Is it similar to the competition ground | | |
| 3,17 | Are the arenas labelled | | |
| 3,18 | Are the stewards briefed according to schedules | | |
| 3,19 | Are there shelters for stewards if it rains | | |
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4 - CATERING

| | | Y | N |
|-----|-----------------------------------|---|---|
| 4,1 | Is there a food hall | | |
| 4,2 | Is there food for the grooms | | |
| 4,3 | Catering facilities for officials | | |
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5 - SPONSORS

| | | Y | N |
|-----|--------------------------------------|---|---|
| 5,1 | Is there a VIP area for the sponsors | | |
| 5,2 | Is there TV coverage | | |
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6 - ABLUTIONS & GENERAL HYGIENE

| | | Y | N |
|-----|---|---|---|
| 6,1 | Are there ablutions in close proximity to the arenas | | |
| 6,2 | Are there ablutions in close proximity to the Stables | | |
| 6,3 | Are there ablutions for the grooms | | |
| 6,4 | Are there dustbins available | | |
| 6,5 | Venue neat & tidy | | |
| 6,7 | Arena surrounds in good condition and painted | | |
| 6,8 | Is there old rubble lying around | | |
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7 - FARRIERS & VETERINARY

| | | Y | N |
|-----|---|---|---|
| 7,1 | Is there a farrier on site during show hours | | |
| 7,2 | Is there a farrier on standby 24 hours | | |
| 7,3 | Is there a veterinarian on standby 24 hours a day | | |
| 7,4 | Are isolation boxes available | | |
| 7,5 | Are ambulances, doctor and veterinarian available during training | | |
| 7,6 | Is there a specific place or box available for MCP | | |
| 7,7 | Have the vets been informed of the location | | |
| 7,8 | Veterinary - Surgery facilities (eg. Colic Operations) | | |
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8 - STEWARDS

| | | Y | N |
|-----|---|---|---|
| 8,1 | Do you have the names of all officials | | |
| 8,2 | Will meals be available for the stewards | | |
| 8,3 | Will there be radios available for the stewards | | |
| 8,4 | Will there be a office for the stewards | | |
| 8,5 | Will there be a covered area for the stewards at the warm up arenas | | |
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9 - PRIZE MONEY

| | | Y | N |
|-----|--|---|---|
| 9,1 | Is the prize money in accordance with the regulations for the event | | |
| 9,2 | Will the prize money be paid within 14 days from the last day of the event | | |
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10 - MEDICATION CONTROL

| | | Y | N |
|------|---|---|---|
| 10,1 | Is there medication control for the horses (drug testing kit) | | |
| 10,2 | Will the testing be done locally | | |
| 10,3 | Will testing be done internationally | | |
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11 - HORSE INSPECTION

| | | Y | N |
|------------------------------|---|---|---|
| 11,1 | Are the Id numbers available for the horses | | |
| Horse Inspection Site | | | |
| 11,2 | Is the site flat | | |
| 11,3 | Is the ground firm | | |
| 11,4 | Is it a non slippery surface | | |
| 11,5 | Are there enough stewards available | | |
| 11,6 | Is there a holding box | | |
| 11,7 | Are starting lists available | | |
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12 - JUMP EQUIPMENT

| | | Y | N |
|------|---|---|---|
| 12,1 | Is the jumping equipment up to the standard of competition | | |
| 12,2 | Is there a water jump | | |
| 12,3 | Is the water jump up to standard | | |
| 12,4 | Is the jumping equipment aesthetically pleasing for TV purposes | | |
| 12,5 | Average weight of a jumping pole in KG | | |
| 12,6 | Is there adequate jumping equipment for the warm up arena | | |
| 12,7 | Is the warm up arena jumping equipment of a good standard | | |
| 12,8 | Are there safety cups | | |
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13 - SPECTATORS & COMPETITORS

| | | Y | N | How many |
|------|--|---|---|----------|
| 13,1 | Is seating available for spectators/competitors | | | |
| 13,2 | If so how many can be seated | | | |
| 13,3 | Is there seating under cover | | | |
| 13,4 | Is there parking for cars | | | |
| 13,5 | Is there parking for horseboxes | | | |
| 13,6 | Is there sufficient space to off load horses | | | |
| 13,7 | Is there shade for horses | | | |
| 13,8 | Is there sufficient space to turn a horse box around | | | |
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14 - JUDGES BOX

| | | Y | N | How many |
|-------|---|---|---|----------|
| 14,1 | Is the judges box permanent or temporary | | | |
| 14,2 | How many people can it seat | | | |
| 14,3 | Raised or ground level | | | |
| 14,4 | Is it enclosed | | | |
| 14,5 | Air ventilation if closed | | | |
| 14,6 | Chairs/Table/ | | | |
| 14,7 | Bell | | | |
| 14,8 | Can the full arena be observed by the judges box | | | |
| 14,9 | Is there a P.A system | | | |
| 14,10 | Speaker - Loud and clear | | | |
| 14,11 | Can the announcer be heard in practice arena | | | |
| 14,12 | Is a backup system available | | | |
| 14,13 | Is there communication from the judges box to the marshal | | | |
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NOTES:

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15 - VENUE STAR RATING

| | | X |
|-----------------------|----|--------------------------|
| Recreational | 1* | <input type="checkbox"/> |
| Provincial Amateur | 2* | <input type="checkbox"/> |
| Provincial Provincial | 3* | <input type="checkbox"/> |
| National | 4* | <input type="checkbox"/> |
| International | 5* | <input type="checkbox"/> |

Date: _____

Name Of Venue: _____

Address of Venue: _____

Full Name of Appointed Provincial Inspector: _____

Signature of Appointed Provincial Inspector: _____