Eventing Officials
Appendix 2 - C

EQUESTRIAN CANADA EVENTING OFFICIALS ACCREDITATION PROGRAM

APPRENTICESHIP EVALUATION FORM – COURSE DESIGNERS

The evaluation must be returned within ten days to the Equestrian Canada Officials Department. with a copy sent to the candidate. Please refer to Eventing Officials Accreditation Program Information Eventing Officials Accreditation Program Information Section 3.-Course Designers and Appendix 1A for full information including eligibility requirements.

CANDIDATE NAME: _____ **Email** _____

has applied for promotion to: (Apprentice must supply you with this information)

☐ Level 1 ☐ Level 2 ☐ Level 3

COMPETITION NAME: _____

COMPETITION DATE: _____ **LOCATION:** _____

NAME OF SENIOR COURSE DESIGNER _____ **STATUS** _____

Select those that apply ☐ Entry ☐ Pre-Training ☐ Preliminary ☐ Intermediate ☐ Advanced

DESCRIPTION: The Apprenticeship must follow the guidelines for the specific level which are outlined in Eventing Officials Accreditation Program Information Eventing Officials Accreditation Program Information Section 3. It is important that the candidate is evaluated of all areas and particularly those for which tasks have been identified. The Candidate needs to be evaluated on their specific knowledge and abilities rather than general overall impressions. The Apprenticeship must include divisions applicable to the relevant level of certification.

EVALUATION The following is the Matrix of Skills /Abilities to use as a guide when evaluating the Apprentice.

Exceeds	Candidate is **above** requirements
Capable	Candidate **clearly meets** the requirements
Meets / Acceptable	Candidate **meets** the requirements **to a limited extent**
Partial	Candidate **is below** the requirements
Minimal	Candidate is **well below** the requirements

Comments are required when Partial or Minimal category are indicated. Include recommendations (ie additional education required etc) .

Please evaluate the Candidate on the following applicable criteria

1. Understands the **overall site layout,** integration of all aspects of the venue site, logistics, emergency access, spectator and vehicular traffic, warm up facilities

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

2. Understands **cross country track layout**, flow of course, galloping lanes, the appropriate use of terrain for the level

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

3. Understands **footing management** – evaluation and management of footing "safe footing" impact of poor footing conditions with weather preparation and maintenance of footing during competition.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

4. Understands **placement of obstacles** – use of terrain, logical sequence of obstacles (beginning/middle/end of course)

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

5. Understands **suitability of obstacles** and appropriateness of questions for the level and calendar date for the area..

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

6. Understands **variety of obstacles** and appropriateness of obstacles for the level

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

7. Understands **combination obstacles** - appropriateness of obstacles for the level, walking distances in combinations, striding of obstacles

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

8. Understands the **construction and shape of obstacles** – obstacles legal and correctly built correct, appropriate application of frangible technology other risk management factors etc

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

9. Understands **evaluation of the course** – Measurement of fences and/or track suggested vs mandatory changes, single obstacles, distances between obstacles and distance of the cross country course,

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

10. Understands how to **flag obstacles** – numbering, single obstacles, combination obstacles, obstacles with options, start and finish, correct specifications as defined in the rules

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

11. Understands **decoration of obstacles /course** – appropriate use of colour, other decorative elements.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

12. Understands the **Equestrian Canada and FEI Eventing Rules**– including the most recent changes and where to locate them.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

13. Documentation – obstacles /cross country course map correctly drawn to scale.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

14. General ability, including interest in job, organization, ability to express ideas, sensitivity to safety, manner with builder(s), organizer, other officials.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

_____

_____

_____

15. Understands responsibility to organizer, other officials, details related to safety of cross country test and current rules associated with the duties and standards of the role.

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

_____

_____

_____

16. Understands the roles and responsibilities of Eventing Officials ie standard of conduct of officials, relationship between Course Designer, TD and GJ "Spirit of the Sport"

Exceeds		Capable		Meets		Partial		Minimal	

Comments:

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GENERAL REMARKS *(please do not leave blank)*

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The Candidate demonstrates the knowledge and skill required to officiate competently at the appropriate level.
I therefore would recommend for promotion. _____

OR

The Candidate has not demonstrated knowledge and skill required to officiate competently at the appropriate level. I therefore do not recommend for promotion at this time _____

Signature of Course Designer : _____ Date: _____

Name of Course Designer (*please print)*: _____ **Email:** _____

Please note unsigned evaluations will not be considered –

Submit Evaluation Report within ten days to: **Officials Department – Equestrian Canada**
officials@equestrian.ca

Important: Copy of Evaluation Report must also be sent to Candidate