



MANITOBA TRAIL RIDING CLUB
COMPETITIVE TRAIL
RULE BOOK
2016

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2016

MTRC

37 years

Serving the Manitoba Long Distance Riding Community

The Board wishes to express their thanks and appreciation to all the Provincial Representatives on the original Rules Committee for providing a working framework and a job well done.

MTRC Rules Committee

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INTRODUCTION

Competitive Trail (CTR)

- A timed, judged event in which a horse and rider team compete over a marked trail (with no constructed obstacles, e.g. jumps) with a minimum and maximum time allowed. Judging is done to establish the horse that covers the course with the greatest ease with the idea in mind that all horses are to be equally stressed. Experienced veterinarian/judges evaluate horses for metabolic and mechanical fitness and manners at checks before the ride, at intervals during and again at the end of the event. Penalties are assessed for any reduction below established criteria and for riding time in excess for the minimum/maximum allowed.

This rule book has been prepared using the rules created by the Rules Committee of the disbanded Canadian Long Distance Riding Association (CaLDRA). Motions to change rules that directly impact competition must be voted on by all MTRC Board members.

Website– www.mbtrailridingclub.ca

Facebook Page - <https://m.facebook.com/groups/1404845709785503>

Aims and Objectives

- Promote amateur athletics and horse and rider development in the form of long distance riding.
- Provide clear rules.
- Ensure that events are run humanely to avoid cruelty and suffering to horses and put the welfare of the horse ahead of all other interests.
- Educate horse owners, clubs, judges, etc., on the selection, care, training and conditioning of horses, horsemanship, sportsmanship, and judging.

Definitions/Terms

Equines - All Provincial competitions are open to any “equine”. The word “horse” is used in this document and refers to any member of the Genus Equus.

Junior - is defined as anyone who has not yet turned 18 years of age, as of the first of January of the current year.

- A junior who has not turned 16 years of age as of January 1st of the competition year must ride with a designated sponsor, who must also be a competitor and on horseback, and remain with their sponsor at all times when on the trail or be disqualified. **A waiver must be signed by the parent/legal guardian at registration.
- Should the designated sponsor become unable to continue, the junior will only be allowed to continue IF there is another designated sponsor available to continue with the junior. Ride officials must be notified of the change.
- A junior may be exempt from requiring a sponsor if the junior has turned 14 years of age as of January 1st of the competition year with a minimum of 500 verified competition miles in recognized long distance riding events AND a consent letter from the parent/legal guardian presented to Ride Management prior to competition. Failure to provide the necessary documents to Ride Management prior to the start of the ride will Ride Management’s consent must be noted on the score card. **Exemption from sponsorship may be denied or suspended based on demonstrated and/or repeated poor sportsmanship and/or horsemanship.

Precautionary Ribbons – see table below.

Red	Must be tied in the tail of horses that <u>are known</u> to kick and is recommended for horses that are more likely to kick, e.g. young, inexperienced or nervous horses. It is recommended that the ribbons also be placed in the mane to help warn people approaching from all angles.
Yellow	Signifying a stallion, must be tied in both mane and tail from arrival to departure from the grounds.
Green	Recommended for green/inexperienced horses and/or riders as well as horses known to “travel erratically”, e.g. spooks violently
White	Signifies horses that are for sale.

GENERAL RULES

Ride Management and Judge's decisions are final in ALL situations.

- The opinion of the Veterinary Judge is final and will be supported by Ride Management.
- At any time, Judges have the right and duty to remove from competition any horse they deem unfit to start or continue. If, in the opinion of the Veterinarian/Judge, any horse that is:
 - Displaying evidence of poor health or obvious lameness (Grade II or greater) will not be allowed to start;
 - Displaying a medical condition that could endanger the life of that horse, its rider, or fellow competitors, will be removed from competition;
 - Displaying evidence of any infectious disease will be asked to leave the ride grounds immediately; and,
- It will be the Judge's discretion to penalize/disqualify any unruly horse that may cause bodily harm to Judges and/or competitors.
- All matters concerning any judging and the well-being of any competing horse, including if a horse may start or when it should be withdrawn, is binding and final.
- If a rider is visibly impaired, the competitor may be removed at Ride Management's discretion.
- **Penalties:** Failure to leave the grounds within a time frame specified by Ride Management will result in membership suspension.
- Rule infractions will be subject to penalties, which may be, but are not limited to, removal from competition, disqualification, forfeiture of placing and awards, and suspension of membership.
 - Infractions directly observed by an official – penalties will be enforced.
 - Infractions reported to an official – penalties will be enforced following a review.
- Infractions resulting in Membership Suspension will be promptly reported by Ride Management to the MTRC Board of Directors.

Policy on Drugs

The Equine Canada definition of drugs will be used. See equinecanada.ca.

- Drugs or other artificial remedies may NOT be administered during the competition to any horse, except in an emergency, under the direction of the Veterinary Judge.
 - At Veterinary/Judge's discretion the horse may continue in competition e.g. horse cuts its eyelid on a branch, at a check it needs a lidocaine local to throw in a few stitches.
- Medications, ointments, braces, or dressings are prohibited unless approved by a veterinary judge.
- Horse Drug Testing – Entering a ride constitutes consent and all horses are subject to testing whether their riders are members or not. Horses may be subject to blood or urine tests to determine the use of drugs. Drug testing may be done anytime during competition from pre-ride to post-ride check.
- Consequences of a Positive Drug Test - violations of this drug and medication policy will necessitate disqualification, the return of any awards, forfeiture of any mileage earned. If the

rider requests further testing, the rider will be responsible for all expenses incurred to determine the prohibitive substance detected.

Entries/Registration

- Entries must be postmarked by the deadline specified by Ride Management. Available pre-registry options are e-transfer or mailed/hand delivered cheques. MTRC **does not** have a PayPal account.
- Entry Forms must be provided to Ride Management no later than the morning of the ride with accompanying fees (if not pre-paid).
- Registration (at ride site) - Upon arrival at the ride site, competitors must check with officials for assigned “stabling” and/or parking, as well as the designated crewing area.
- As soon as possible, competitors should check in with Ride Management and receive their Ride Package.
- Proof of Insurance - all riders must show proof of off-property liability insurance for at least one million dollars (\$1m). This may be done by proof of membership with the Manitoba Horse Council (MHC) or other provincial horse council or federation, if that organization supplies this coverage. Riders failing to provide proof of insurance will not be allowed to compete and horses must leave the grounds.
- **Penalties:** Failure to remove horses within a time frame specified by Ride Management will result in suspension of membership.
- Ride Package - will contain any information the Ride Management feels rider might require including, but not restricted to, the following:
 - Rider Identification Number – Number tag assigned at registration must be clearly displayed at all times by the rider until after the final vetting.
 - Score Card – this will need to be filled out and given to the Recorder at the pre-ride vetting.
 - Schedule of Activities – Including the time and location of required meetings, schedule and protocol for the awards ceremonies, contact information and maps.

Pre-existing Metabolic Conditions (horses)

- Horses with a known arrhythmia must present documentation from a veterinarian of the arrhythmia to the Ride Manager or Ride Secretary upon registration who will note the use of “stethoscope only” on the score card to alert the Veterinarian/Judges.
- To avoid being penalized for a pre-existing metabolic condition of the following criteria – Capillary Refill or Hydration - scored under Veterinary Judging (e.g. low blood pressure giving slow Capillary Refill, or loose skin giving a slow skin pinch Hydration test) a document from a veterinarian independent of the event, must be provided to the Ride Vet prior to judging taking place, attesting that the condition is non-pathological and “normal” for that individual horse.

Ride Site – Designated Area

- All horses are to be kept in the area(s) designated for “stabling”, except when being ridden, exercised or grazed.

- The area per horse and type of confinement is at the discretion of the competitor unless restricted by Ride Management. *Rationale – Allow the maximum number of ‘rigs’ on the grounds.*
- Overnight – in the case of multi-day rides, except in the case of the vet requesting to check on a horse, no one shall disturb the horses between 11pm to two (2) hours prior to ride start.
 - **Exception:** in the case of loose horses, wild weather, or medical necessity.
- A crewing area will be designated for competitors to place any “crewing” necessities (water, sponges, feed, etc.) for during competition, as horses are prohibited from leaving the vetting/crewing area until after the initial pulse is taken and the vet check has been completed.
 - **Exception:** Final vet check is a half-hour after arrival, once initial pulse is taken, horses may leave the vetting/crewing area.
- Ride Management shall designate manure and garbage disposal areas. All areas are to be cleared of refuse before departure from the grounds.
- Children (non-competitors) and dogs will be kept out of the crewing/vetting area for safety reasons. Dogs are to be physically restrained at all times, e.g. crate, camper, on leash, etc.
- Absolutely no smoking while on trail. All officials and volunteers shall smoke only in open or hazard-free areas and all products are to be extinguished fully and carefully before disposal in refuse container.

Pre-Ride Meeting

- Given following the Pre-Ride Vetting to all competitors and support persons, officials, etc.
- Two (2) Day Ride - following the pre-ride veterinary check, plus a briefing for the second day’s ride should be held the evening before the second day’s ride.
- One (1) Day Ride – must be held prior to the start of the ride. (By-Law II, Article 1, F)
- The Talk shall include information on the number of veterinary checks, check point procedures, parameters, time allowed, pace (mph/kph), length of mandatory holds/rest periods, water stops and at what mileage, rules on sponging, when mile markers start and how often, trail marker coding, ability to change/alter trail due to emergency situations, etc.
- Riders are responsible for all of the information given.

Pre-Ride Exam

- Every horse will receive a pre-ride examination by or under the supervision of a certified Equine Veterinarian
- Must take place either the evening before OR the morning of the ride as specified by Ride Management and in the case of morning vetting, horses will be presented at least 30 minutes prior to the scheduled ride division start time.

Competition

Horse and rider teams are considered in competition from the moment the horse is presented to the Judges for the Pre-ride Vet Check until the All Clear has been given once the competition has been completed.

Disqualify/Eliminate/Pull/Withdraw

- A horse and rider are a team and disqualification of one constitutes disqualification of the other.
- Any rider who misses a check or control point will be disqualified.
- During competition, riders may not exchange horses, or a horse be ridden by a different rider without being disqualified.
- A competitor may choose to withdraw or pull their horse indicating that they are voluntarily removing their horse or themselves from competition (Rider Option: RO).
- At any point away from base, any horse removed from competition by EITHER the Veterinarian/Judge OR by a competitor must be trailered back to Base Camp and may no longer be ridden on the trail.
 - **Exception:** Horses voluntarily withdrawn may be ridden, ONLY if first cleared to do so by a Veterinarian and so indicated on the score card.
- Horses removed by the Veterinarian must be rechecked at Base Camp by a Veterinarian, as soon as one is available, and prior to the horse leaving the ride site.
- **Penalties:** Failure to comply with any of the above will result in membership suspension.

Riders/Competitors

- Presentation for Evaluation - Riders are responsible to ensure the safe behaviour of their horse, and horses deemed a safety hazard will not be judged.
- Riders are responsible for presenting themselves **on time** for all veterinary checks. Penalties will be applied accordingly, see Score card.
- The Veterinary Judge will determine whether the trot out in a vet check will be with or without tack at other than pre and final checks.
 - Pre-Ride and Final Check – Horses should be without tack, groomed and shown in appropriate head gear and lead.
- All veterinary criteria will be assessed and recorded at each check.
- Horses may be asked to circle in both directions on a circle approximately eight (8) meters in diameter at Pre-ride and Final Check.
- At the judge's discretion, circling may be required at other checks to assist in evaluating lameness or other condition.
- Sportsmanship/Behaviour will be observed.
 - Riders who abuse their horses or engage in rude or unsportsmanlike behaviour will be disqualified.
 - Competitors and Pit Crews tampering with tied horses, or deliberately influencing the behaviour of horses belonging to other teams, will be penalized or disqualified.

- Verbal or physical abuse of any ride official will not be tolerated and will result in disqualification and/or membership suspension.
- Expenses - all incurred costs, for Veterinary expenses and/or products/services provided to competitors, are the responsibility of the competitor.
 - **Penalties:** Failure to pay the incurred fees will result in suspension of membership.
- Protective headgear that conforms to ASTM F1162 is mandatory for all riders while mounted, or they will be disqualified.
- Footwear with heels (not less than 1cm), OR use of breakaway stirrups, OR use of basket/cage type stirrup covers is mandatory for all junior riders while mounted or they will be disqualified. It is recommended for all riders but is ultimately the adult rider's decision.

Horses/Equipment/Allowed Substances

- If registration papers are not available, the veterinary judge will verify the age of the horse. Horses will be considered to be five (5) years old or older if they have a "full mouth" (all permanent incisors have erupted and are in wear). In all competitions horses must be at least four (4) years of age. In any competitions of 25 miles or more, horses must be at least five (5) years of age or will not be allowed to compete.
- Riders will be responsible for their horse's behaviour prior to, during, and after the event.
- A rider will be disqualified from the event if, at the discretion of the Ride Management, any competitor or horse jeopardizes the safety of other competitors or officials.
- Stallions - must be double-tied, when tied; precautionary yellow ribbons must be used; and, they must be handled and ridden by adults, **absolutely no juniors**.
- Type of Tack and Equipment is at the discretion of the rider. Saddles must be used.
- Any form of restraint deemed by Ride Management to be cruel or used inhumanely is prohibited.
- Running martingales are acceptable. Standing Martingales or Tie-downs in any form are NOT permitted. (Rationale – For safety if a horse is crossing, or escapes into water, it must be able to use its head and neck freely or risk drowning)
- Whips, bats, crops, or spurs will not be allowed at any time during competition or presentation.
- Heart monitors are permitted, however, must be turned off during HR and Veterinary Checks.
- GPS systems or similar types of equipment are permitted.
- Hoof Protection/Shoeing
 - Shoeing is at the owner or rider's discretion and Pads are accepted.
 - Hoof protection will be allowed, including those with straps, gaiters and keepers as long as these attachments do not extend above the pastern. Hoof boots that are designed for long distance riding are acceptable but will be removed for vetting. Scoring will be treated the same as tack, ie. If a boot results in a blemish, the scoring will show as a tack gall and appropriate penalties will apply.
 - The Veterinarian/Judge may ask that hoof protection be removed (if feasible) for examination at any check, if in their opinion this is required for soundness evaluation.

- Leg/Hoof Protective Devices - Horse must remain bare legged (no leg boots, wraps, etc. of any kind at any time) throughout the competition until the final vet check.
 - Multi-day rides – This rule also applies to the overnight rest period between 11pm and until two (2) hours prior to a ride.
 - **Exceptions** – Protection to the coronet band or above may be permitted, subject to penalty points of 5 points per leg, only if permission is granted by Ride Management prior to the competition and **MUST** be marked on the score card.
- Cooling/Ice/Ice Water/Ice Boots - Cold water, ice water, or ice is permitted at any time other than during the overnight restricted rest time; however, ice boots are not permitted.
 - Hosing or allowing your horse to stand in a creek/cold water is permitted.
- Electrolytes/Feed/Water/Supplements and fly repellants are permitted.

Pit Crew Restrictions

- Assistance at Check Points
 - Pit crews may place feed, water buckets, blankets, hay or other equipment at a checkpoint in the designated areas.
 - Once the horse enters the checkpoint, riders must care for their own mounts.
 - Riders may have help in holding a horse at any time; however, Pit Crews may only act as a “post” and avoid contact with the horse.
 - Competitors may have assistance in carrying equipment such as water buckets, hay, feed, saddles and blankets.
 - There may be exceptions for juniors or riders with a disability, which must be cleared with Ride Management.
 - There will be NO Pit Crewing on the trail.

ON TRAIL

The Trail/Course

- The Start Line will be clearly marked. Competitors are not allowed to cross the line before being given the signal. Failure to obey this will result in disqualification.
- If the Timer calls the rider's number and the rider has not shown up, his/her time will be considered as running.
- Any rider not at the starting line at the time designated as their start time will have to make up the time on the trail between their actual departure and their designated start time.
- Short Cuts/Off Trail
 - The same horse and rider team must stay on the trail as marked (meaning within or close to the markers, no cutting off corners or taking "short cuts" from one marker to another) and pass all control points.
- Competitors Inadvertently Off-course
 - Must return to the point at which they left the marked trail and complete the course correctly. Failure to do so is grounds for disqualification.
- Pacing/Giving Way
 - The horse and rider may go at their own pace, unless instructed otherwise by either Ride Management or Judge. Failure to follow instructions may result in disqualification.
 - A rider shall give way to another horse and rider on the trail when requested and assuming it is safe to do so.
- The Highway Traffic Act must be obeyed if any portion of the trail requires traveling on a roadway.
- All riders and horses must remain on the right hand side of roadways.
- MTRC finish lines are the final vet gates, horses must **trot** right up to the vetting area.

Judging/Scoring

- Horses will be evaluated and all results recorded at all checks including the preliminary (original) using established veterinary criteria.
- Forward Motion
 - Riders must remain in the saddle when the horse is in forward motion along the trail. If a rider dismounts and leads the horse forward along any part of the marked trail, they must return to the spot they got off, re-mount and continue. Horse and rider must complete the trail as marked with the rider in the saddle while in forward motion.
 - **Exceptions:**
 - to lead by, through or over a specific obstacle, or,
 - if a shoe is pulled, until it can be replaced.
 - Riders must maintain forward motion from the '2 mile' Marker to the Half Mile marker.
 - Horses will be allowed to **pause** to drink or urinate after the 2 mile marker has been passed.

- Infractions are subject to disqualification.
- Timing
 - Competitors will be timed in and out of the Mandatory Holds.
 - Riders may not leave a check prior to the end of their hold time.
 - Riders may voluntarily stay longer at a check than the mandatory hold time but will not receive extra adjusted ride time.
 - A Non-Penalty Allowance – at the Finish will be ten (10) minutes on either side (early or late) of the Optimum Ride Time including any adjusted time - is allowed without the rider incurring penalties.
 - **Penalties:** one point (1) point per additional minute for completing the day's ride later than the 10 minutes 'non-penalty' allowance period OR two (2) points for each minute earlier than the 10-minute non-penalty period.
 - Finishing more than 30 minutes before OR after the individual Optimum Ride Time will result in disqualification.
- Failure to meet Parameters – Re-Checks
 - Failure to meet parameters (either Heart Rate or Temperature) requires a mandatory recheck – time penalties will be applied and the equivalent recheck time(s) will be added to the Optimum Ride Times.
 - Pulse – Failure to meet parameters when rechecked at 15 minutes after arrival, the horse will be required held for a further ten (10) minute recheck at 25 minutes and subject to further time penalties. Disqualification will result after 30 minutes if parameters are not met.
 - **Penalties:**
 - Ten (10) points will be assessed for each ten minute recheck that a horse does not recover to either Pulse or Temperature parameters, or both.
 - Adjusted time of ten (10) minutes will be added to the Optimum Ride Time for each ten (10) minute recheck the horse is held either for the Pulse or Temperature recheck.
- Adjusted Time
 - Will be added to Optimum Ride Time by the Official Time Keeper:
 - When competitors are held for a minimum of two (2) or more whole minutes at any point in the ride by an official, e.g. by the Half Mile Timer, or Trail Marshal for unavoidable delays – this difference will be added to the competitor's Optimum Ride Time.
 - Adjusted time is mandatory and the time added to the Optimum Ride Time must be utilized or the rider coming into the finish earlier than the allowed 'non-penalty' grace period plus any adjusted time will be subject to additional time penalties.
 - Adjusted times will be communicated to Officials/Veterinarian at any "Away Checks".

- Late Presentation
 - BOTH Heart Rate and Veterinary presentations will be timed at all Mid-Checks and Final Check ensuring all criteria being scored are evaluated equally.
 - Penalties of Late Presentation for either or both of the above will be assessed Time Penalties as follows:
 - Two (2) points for every full minute late, for the first four (4) minutes;
 - At five (5) minutes late the rider will be disqualified.
- Check Point Procedures
 - Timed Half Mile Trot In – All Checks.
 - Competitors may be required to stop at the Half Mile Timer one half (1/2) mile from the vet check area, where their Arrival Time will be recorded on the timer sheet in minutes and seconds.
 - Horses traveling/arriving together will be given the same time.
 - Horses shall only be sent into the vet check in numbers that may be handled by available vets. The in-timer will rotate the order of the competitors upon arrival to each of the check points.
 - Departure Time for the Trot In is recorded on the timer sheet.
 - If the Timer needs to hold the rider(s) for two (2) or more whole minutes before trotting in, this time will be recorded on the timer sheet and added to the Total Optimum Ride Time. (See Adjusted Time)
 - If the Half Mile Timer is in communication with the In-Timer, the 'held time' will be relayed to the In-Timer and given verbally to the rider, or
 - The rider will be handed a timing slip indicating the 'held time' to be given to the In-timer upon arrival at the vet check.
 - On the Timer's signal, the rider will trot their horse the Half Mile to the In-Timer at the Check Point.
 - Five (5) minutes maximum will be allowed to complete the Half Mile Trot (9.6 km/h, 6 miles/hour), without incurring penalties.
 - **Penalties:** - Exceeding the time allowed will incur one (1) point per minute or part thereof.
- In-Timer
 - Riders will call their number to the In-Timer and it is the rider's responsibility to ensure the Timers have identified him/her.
 - Horses will be processed in the order of arrival. In cases where horses are grouped together, the In-Timer may rotate the order when arriving at checkpoints.
 - Horses traveling/arriving together will be given the same time.
 - The official 'In Time' arrival, in minutes and seconds, (and any other pertinent information) will be recorded on the score card and given to the competitor.

- Horse and rider teams must stay in the designated check area(s) until verbally cleared to proceed.
- Timed Presentation – Heart Rate
 - Five (5) minutes after arrival at the In-Timer, the horse must be presented, including at the Finish.
 - The time of presentation shall be recorded on the score card in minutes and seconds prior to the Heart Rate being taken.
 - If the heart rate is above parameters, it shall be circled on the score card for the attention of the Veterinarian.
 - Courtesy H/R's will only be allowed at the decision of either Ride Management, or the Veterinarian.
 - An immediate recount may NOT be requested.
 - **Exception:** May only be permitted at Ride Management discretion if heart rate wand/monitors are being used, and for an immediate second check a stethoscope must be used.
- Timed Presentation – Veterinarian
 - Ten (10) minutes after arrival at the In-Timer, the horse is presented to the Veterinarian/Judge for evaluation.
 - The time of presentation to the Veterinarian shall be recorded on the score card in minutes and seconds.
 - Final Vetting – At the discretion of the Head Veterinarian, may be at 20 minutes OR at 30 minutes after the In-Time.
 - Horses will be judged in order of finish.
 - All horses will be asked to trot out and back and possibly in a circle in each direction. No whips or crops will be used by the rider.
- Out-Timer
 - The official 'Out-Time' will be put on the card, once the horse has met the parameters and passed the Veterinary Check.
 - The Out-Timer – will clear a horse to leave the Check Point only after the Mandatory Rest Time plus any required recheck(s) have been met.

Elimination

- All metabolic criteria (including Pulse and Temperature) must be met within 30 minutes of arrival at the check or the horse is eliminated.
- If when rechecked/reassessed the Veterinarian/Judge is not satisfied, the horse will be eliminated.
 - Rectal Temperature is required if there is an inversion. A horse may be eliminated if it has an "inversion" combined with other criteria indicating to the Vet/Judge that the horse is suffering from heat stress, even if the rectal temperature is less than 39.5C/103.1F.

- Before being allowed to continue, the Vet/Judge may require the horse be re-presented for evaluation if he/she feels any of the veterinary criteria should be reassessed.
- **Not Fit to Continue** – is when a horse exhibits any one or more of the following:
 - Grade III or greater lameness.
 - Pulse greater than the high pulse rate set pre-ride by Head Veterinarian (usually greater than 60 bpm) 30 minutes after arrival at the check point.
 - Temperature 39.5C/103.1F or higher 30 minutes after arrival at the check point.
 - Synchronous diaphragmatic flutter (thumps).
 - Unacceptable finding by the Veterinarian Judge for any of the areas examined.
 - Or any other condition for which the Veterinarian felt treatment was recommended, regardless if treatment took place.

End of Competition

A competitor is officially out of the competition, **only** when the All Clear has been given from the veterinary team on the final day.

GRIEVANCE PROCEDURES

- Any individual may bring a protest to the Grievance Committee, pertaining to an alleged violation of the applicable rules.
 - Score card – Mechanical Errors
 - Mechanical errors are defined as transposition errors, addition errors, and/or time miscalculations.
 - In the event that a rider feels that a mechanical error has occurred in the calculation of his/her ride score he/she has the option of making a formal complaint to the Ride Management. See Step 1.
 - Rules/Regulations, Etc.
 - In the event that a difference occurs between Ride Management and any one or more riders of that ride regarding the interpretation, application, administration or any alleged violation of the rules, regulations, or trail conduct, etc. the following procedures shall be applicable to settle the dispute.

Grievance – STEP 1

- Solutions
 - The rider(s) and Ride Management involved will first seek to settle the difference in discussion amongst them to reach an on-site resolution.
 - When an infraction is alleged to have occurred and people have left the ride site, the competitor(s) and Ride Management should attempt to first resolve the matter within a 48 hour period either by phone, fax or e-mail.
 - If the difference is not resolved satisfactorily in Step 1, then it becomes a grievance. The grievance shall then be reduced to writing by the griever(s). See Step 2.

Grievance – STEP 2

- Filing a Grievance
 - For mechanical errors – The Judging Card along with a formal letter of complaint must be sent to the Ride Manager within two weeks of the receipt of the ride results.
 - The written grievance shall contain the following:
 - The full name and address of the person in violation, ride name, ride location, ride date and Ride Manager.
 - The nature of the grievance, date of occurrence and the circumstances out of which it arose.
 - The Rule(s) listed by page number that is claimed to have been violated or infringed upon.
 - **Recommended:** Submission of all statements from other people involved or firsthand witnesses.
 - The remedy or correction that the Grievance Committee is required to make.
 - A deposit of \$50.00 is to accompany this complaint and will be non-refundable, unless the decision is upheld.

- The initial written grievance
- Must be post marked no later than seven (7) days from the alleged occurrence and shall be mailed to the MTRC President.
- This may be submitted by e-mail but must be followed up with a formal written submission no later than seven (7) days from the alleged occurrence.
- If the written grievance is post marked later than the seven (7) days after the alleged occurrence, the written grievance becomes void and will not be considered.

The Grievance Committee

- The MTRC President, upon receipt of the written grievance, shall form a Grievance Committee.
- None of the committee members shall be either of the grieving parties.
- Shall consist of the applicable President and two (2) Directors.
- In the event the President is one of the grieving parties, then another Director shall assume the President's role.
- The committee shall make known their decision in writing to the parties concerned within seven (7) days of receipt of the written grievance.
- A majority decision of the Grievance Committee shall be binding on both parties.

If a Complaint is Upheld

- MTRC guarantees that the points will be changed for the purpose of Year End placing only, etc. or applicable Provincial Organization Year End placing only, etc.
- It is up to the individual Ride Management to make a decision concerning the complainant's placing and resultant award.

Processing of a Grievance

- Upon receipt of a grievance, the Grievance Committee must provide a copy of the grievance and all materials to the accused and notify the accused that the grievance has been initiated.
- From the postmark date, the parties have 14 days to respond to the protest by sending written statements and materials to refute or substantiate the changes to the Grievance Committee.
- The Grievance Committee must reach a decision and report to all parties involved in the grievance (accused and accuser), the President, and the Board of Directors in writing, no later than 30 days after the protest was announced to the accused. The decision must show actions to take, including but not limited to amendment of ride results, assessment of penalties and restitution of awards.

Processing Appeals

- Any appeals to the Grievance Committee's decision must be made within 14 days by postmark, after the Committee's notification of its decision.
- The appeal must be sent to the MTRC President and Board of Directors.
- The Appeal must:
 - Have the written support of at least one Director

- Clearly specify whether the Appeal is from the guilty or innocent verdict of the Grievance Committee, or from the penalty assigned.
- If the two conditions noted above are met, then the President should immediately notify the accused and the accuser. The Grievance Committee may submit additional material to the President but this material must be post marked no later than 14 days of the Appeal notification.
- Within 30 days after the Appeal notification, all materials, comments, evidence and additional information must be distributed by the Chair to the Board of Directors with ballots for a vote.
- The Board of Directors must post their ballots no later than ten (10) days after the President posted the ballots.
- Successful Appeals require the majority of the Board of Directors.
- If the Appeal of a penalty is successful the Board of Directors shall assess a new penalty. There is no appeal of the Board of Director's decision and it shall be binding on both parties.

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APPENDIX A – CONTACTS

MTRC BOARD OF DIRECTORS

http://www.mbtrailridingclub.ca/about_mtrc.html#board

APPENDIX B – FORMS/SCORING

(Following)

MANITOBA TRAIL RIDING CLUB RULE BOOK

B.1 Scoring Chart – Heart Rate

CTR - HEART RATE – SCORING CHART

Beats Per Minute - 30 Seconds X 2

Heart Rate	Penalty	Heart Rate	Penalty
44	0.0	77	14.5
45	0.00	78	15.0
46	0.00	79	15.5
47	0.00	80	16.0
48	0.00	81	16.5
49	0.50	82	17.0
50	1.00	83	18.5
51	1.50	84	19.0
52	2.00	85	19.5
53	2.50	86	20.0
54	3.00	87	20.5
55	3.50	88	21.0
56	4.00	89	21.5
67	4.50	90	22.0
58	5.00	91	22.5
59	5.50	92	23.0
60	6.00	93	23.5
61	6.50	94	24.0
62	7.00	95	24.5
63	7.50	96	25.0
64	8.00	97	25.5
65	8.50	98	26.0
66	9.00	99	26.5
67	9.50	100	27.0
68	10.00	101	27.5
69	10.50	102	28.0
70	11.00	103	28.5
71	11.50	104	29.0
72	12.00	105	29.5
73	12.50	106	30.0
74	13.00	107	30.5
75	13.50	108	31.0
76	14.00	109	31.5

MANITOBA TRAIL RIDING CLUB RULE BOOK

B.2 Scoring Chart – Cardiac Recovery Index

15 sec	1 MIN Equiv.	Increase 0 beats			Increase 1 beat			Increase 2 beats			Increase 3 beats			Increase 4 beats		
		CRI after 1	1 MIN Equiv	Equal or	CRI after min.	1 MIN Equiv HR	+1 Beat 1 4bpm	CRI after min.	1 MIN Equiv HR	+2 Beat 1 8bpm	CRI after min,	1 MIN Equiv HR	+3 Beat 1 12bpm	CRI after min,	1MIN Equiv HR	+4 Beat 1 16bpm
7	28	7	28	A	8	32	A	9	36	A	10	40	B	11	44	C
8	32	8	32	A	9	36	A	10	40	A	11	44	B	12	48	C
9	36	9	36	A	10	40	A	11	44	A	12	48	B	13	52	C
10	40	10	40	A	11	44	A	12	48	A	13	52	B	14	56	C
11	44	11	44	A	12	48	A	13	52	A	14	56	C	15	60	C
12	48	12	48	A	13	52	A	14	56	B	15	60	C	16	64	C
13	52	13	52	A	14	56	B	15	60	B	16	64	C			
14	56	14	56	A	15	60	B	16	64	B	17	68	R/C	17	68	R/C
15	60	15	60	A	16	64	B				18	72	R/C	18	72	R/C
16	64	16	64	A				17	68	R/C	18	72	R/C	19	76	R/C
					17	68	R/C	18	72	R/C	19	76	R/C	20	80	R/C

MANITOBA TRAIL RIDING CLUB RULE BOOK

B.3 Score Card and Descriptions (next two pages)



OFFICIAL JUDGING CARD - CTR

Number:
Start Time:

Judge: _____
 Ride: _____ Date: _____
 Division: _____ Distance: _____ Weight: _____

Rider Name: _____

Horse: _____

Sponsor Name (Name / Signature): _____

Change of Sponsor (Name / Signature): _____

		Pre-Ride	Check 1	Check 2	Check 3	FINAL	Penalties	
TIMING	In Time							
	Arrival Time	X					X	
	Late Arrival	X						
	- half mile trot exceeds 5 mins allowed. Penalties: 1 point per minute							
	Out Time							
	(After mandatory hold time)	X					X	
	Presentation Time (5 mins after In time)	Order determined by Timing Official	X					X
	Late presentation	Penalties: 2 points each full minute. Elimination after 5 minutes.	X					
	Heart Rate - # of beats in 30 seconds	Penalties - deduct 1/2 point for every beat over 48 bpm						
	PULSE Recheck	At 15 mins/ 25 mins/ 30 mins from In Time (Elimination after 30 mins from In Time) 10 mins (per recheck) added to optimum time 10 penalty points per check	Recheck time					
Veterinary Check - Time	(10 mins after In Time)	X					X	
Final Check (20 or 30 minutes after the In Time, as per Head Vet)	Penalties: 2 points each full minute. Elimination after 5 minutes.	X					X	
Late presentation	Penalties: 2 points each full minute. Elimination after 5 minutes.	X					X	

Scoring Penalties: Shaded areas assessed, but not scored. **Total side 1:** _____

Judges comments:

Time Penalty Points

Optimum Ride Time _____	Finish Time: _____
Plus Adjusted Time _____	Start Time: _____
*Total Time Held _____	Elapsed Time: _____
*Total Recheck(s) _____	Total Optimum Time (without penalties) _____
Total Optimum Time (without penalties) = _____	Net Time: _____

Time Penalties Exceeding Optimum Time plus 10 minute grace period, early or late.
Deduct: 2 points per minutes early, OR
Deduct: 1 point per minute late

Disqualified Exceeding Optimum Time plus 30 minutes max. Early or late

Total Time Penalty Points:

*added to optimum ride time with no penalty

Final Scoring

Penalty Points Side 1: _____

Penalty Points Side 2: _____

Time Penalty Points/ Finish: _____

Other Penalties (please list): _____

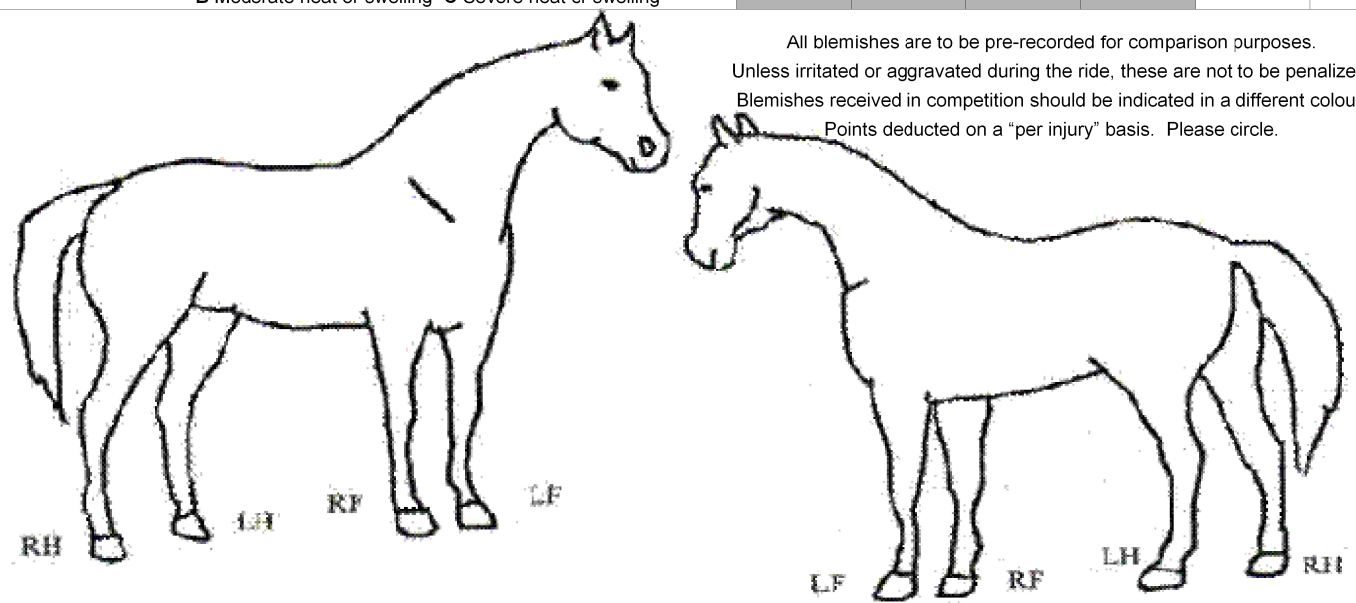
Total Penalty Points =

Leg wraps - 5 pts/ leg
Refusal to move out (on trail)

VETTING

		Pre-Ride	Check 1	Check 2	Check 3	FINAL	Penalties
CRI (Cardiac Recovery Index)	Taken 1 minute after first pulse & Trot Out Pulse rate is # of beats in 15 sec. Scores may be used to break a tie						
TROT OUT	A Straight/ Accurate B Erratic/ Restricted/ Difficult C Unable to evaluate						
IMPULSION	A Energy/ Bright/ Alert B Shorter height/ length/ stumbling C Stiff/ major loss height/ length/ toe dragging						
LAMENESS	A Normal/ Sound B Grade I: difficult to observe, not consistent C Grade II: Consistent only in certain circumstances, eg circling/ hard surface D Grade III: Consistent at the trot in all circumstances and Grade IV: Consistent at the walk	X 1	X 2	X 2	X 2	x3	
MUCOUS MEMBRANE	A Moist, Pink B Tacky, Pale C Dry, Purple, Blue, Red, Toxic line						
CAPILLIARY REFILL	A 2 sec or less B 2 - 3 sec C 4 or + sec						
JUGULAR REFILL	A 2 sec or less B 2 - 3 sec C 4 or + sec						
HYDRATION	A 2 sec or less B 2 - 3 sec C 4 or + sec						
GUT SOUNDS	Mark each quadrant						
GUT SOUND SCORE	If 1 or more quadrants are reduced or absent: A Easily audible B Reduced C Absent/ Abnormal						
RESPIRATION	A Relaxed B Inversion (see Rectal Temp) C Abnormal						
ANAL TONE	A Strong Tight reflex B Slightly loose C Flaccid/ None						
RECTAL TEMP	A 20 min after In Time, less than 39.5°C/ 103.1°F B over 39.5°C C (30 min after Arrival Time) over 39.5°C						
TEMP Recheck	At 30 mins after In Time 10 penalty points 10 mins added to optimum time	Recheck time					
MUSCULATURE	A Relaxed, no heat B Tight or some heat, swelling, tenderness C Very tight, tender, severe heat or swelling						
LEGS	A Normal, no swelling particularly in tendon sheath B Moderate heat or swelling C Severe heat or swelling						

All blemishes are to be pre-recorded for comparison purposes. Unless irritated or aggravated during the ride, these are not to be penalized. Blemishes received in competition should be indicated in a different colour. Points deducted on a "per injury" basis. Please circle.



LOWER LEG/ INTERFERENCE - LESIONS	(Below knee or hock, above pastern: back/inside fore legs, front/inside hind legs) A Normal, no hair off, scab or tenderness B Hair off and skin broken, with minor bleeding C Severe laceration, raw bleeding						
TRAIL - LESIONS	A Normal, no hair off or laceration B Hair off and skin broken, with minor bleeding, or puncture C Severe cut/ puncture (noted but not scored)						
TACK - LESIONS	A Normal, no hair off or laceration B Moderate heat, swelling, abrasions, hair off C Severe swelling, scalding, heat, bumps, raw bleeding						
MANNERS	A Stands Quietly B Misbehaves C Dangerous						

Scoring Penalties: A - 0 point B - 5 points C - 10 points/ Possible Elimination D - Elimination Total side 2:
Shaded areas assessed, but not scored. Legs and all lesions, assessed at the final for new or aggravated conditions.

Rider Name: _____ Horse: _____ Number: _____