

CAMPDRAFT CENTRAL ASSOCIATION INC.

General Information Rules and Recommendations

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Campdraft Central Association Inc.

Objectives

The Objectives of the Association are:

1. To promote the sport of campdrafting throughout the whole of Australia to a recognised level and to create more spectator interest.
2. Assist affiliated Committees in promoting competitive, safe and sportsmanlike competition in all campdrafts
3. To take out any forms of insurance for the protection of the Association and/or all associated members in any event involving campdrafting
4. To promote friendship and good fellowship amongst persons interested and involved in campdrafting
5. To assist generally in the promotion, conduct and propagation of campdrafting in Australia and to assist in obtaining uniformity of rules and standards in the sport of campdrafting
6. To establish and conduct a disciplinary system which encourages and requires, under penalty of sanction, the welfare and safety of people and livestock, the integrity and fairness of competition and the reputation and credit of the sport of campdrafting

TABLE OF CONTENTS

CAMPDRAFT RULES

1.	Judging – General	5
2.	Judging – Cut Out / Camp	5
3.	Cut Out / Camp Disqualification	7
4.	Judging – Course	7
5.	Course Disqualification	9
6.	Termination of Round	9
7.	Other Disqualifications	9
8.	Classes of Horses	10
9.	Status of Horse or Rider	10
10.	Competitor Status	11
11.	General Rules	12
12.	Small Arena Campdrafting	14

Drugs and Welfare Policy for Horses Used In Campdrafting	15
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CODE OF CONDUCT FOR THE CARE AND TREATMENT OF CAMPDRAFT LIVESTOCK

1.	Introduction	17
2.	Policy Statement	17
3.	Campdraft Cattle	17
4.	Areas to Monitor for Animal Welfare Concerns	18

CODE OF PRACTICE FOR COMMITTEES OPERATING A CAMPDRAFT

1.	Risk and Protection	19
2.	General Requirements	19
3.	Horse and Rider Equipment	20
4.	Buildings and Grounds	20
5.	Staff	21
6.	Horses	21
7.	Spectator Safety	21
8.	General	22
9.	Committees	23
10.	Medical Requirements	23
11.	Doctors Clearance	24

CCA GENERAL RULES AND GUIDELINES

1.	Affiliation Fees	25
2.	Membership Verification	25
3.	Entries / Nomination Fees	25
4.	Event Date Allocation	26
5.	Conducting Draws	26
6.	Incorrect Nomination	26
7.	Substituting	26
8.	Scratchings	26
9.	Suspension / Disqualification	26

10.	Appeals and Protests	26
11.	Shared Places	27
12.	Jackpot	27
13.	Sweepstakes Prizemoney	27
14.	Results Records	27
15.	Stoppage of a Final due to Exceptional Circumstances	27
16.	Judges	28
17.	Complaints Regarding Judging	28
18.	Timekeeper	28
19.	Helmet Requirements	29
20.	Stallion Control at Drafts	29
21.	Used Cattle	29
22.	Schools, Fund Days & Training Days	29
23.	Age Limits	29
24.	Prizemoney	29
25.	Restrictions on a Campdraft	30
26.	Arena Surface	30
CODE OF CONDUCT – COMPETITORS		31
CODE OF CONDUCT – JUDGES		32
GYMKHANA POLICY		33

CAMPDRAFT CENTRAL ASSOCIATION INC.

CAMPDRAFT RULES

The following rules are mandatory to CCA member Committees and general members. Our aim is to have uniformity of campdraft rules Australia-wide.

JUDGING -GENERAL

- 1.1** When selecting a campdraft course, the Judges should try to set a course, which will allow competitors to compete in an attacking and attractive manner. Under no circumstances should a Judge attempt to set a hard or difficult course as this practice only produces sub-standard drafting, which is unattractive to spectators and is not in the best interest of promoting the sport.
- 1.2** The Judge should address the competitors prior to the commencement of a draft.
- 1.3** Maximum points are:
Horse work 70 points
Cut out 26 points
Course 4 points
To give a maximum total of **100** points
- 1.4** A minimum of five cattle must be provided in the camp yard at all times, excluding the Junior Draft, Junior cut-out, Juvenile and Encouragement Draft.
- 1.5** Yard clearing and spelling procedures are to be specified at the beginning of the draft.
- 1.6** A competitor may discuss, in a polite manner with the judge, only course points.

THE JUDGES DECISION SHALL BE FINAL

- 1.7** When multiple judges are used, individual scores should be announced prior to the aggregate score.
- 1.8** A member needs to be 18 years of age to judge a campdraft event.
- 1.9** In campdrafting one eye horses are not to be used.

JUDGING - CUT OUT / CAMP

- 2.1** The Judge should order the removal from the camp of unsound or distressed cattle or cattle that may interfere with the competitor's cutout and immediately replace the same number, with sound cattle.
- 2.2** The competitor must not **"try out" or work** a beast until instructed by the Judge to commence their cut out.

- 2.3** Once a competitor starts to work a head of stock, they accept it as sound.
- 2.4** If a Judge deems it necessary to interrupt a competitor's cut-out, a fresh beast may be selected if so desired; the original beast chosen must first be removed from the camp and replaced with a fresh beast with all previous faults carried forward.
- 2.5** Cutout points will be held by the horse whether it scores outside or not.
- 2.6** Disputes over foul-ups at the cutout gate will be settled by the Judge.
- 2.7** In the event of the beast breaking out of the face of the camp before the competitor calls for the gate, they must follow it. If the Judge considers the competitor has been unduly disadvantaged and has not significantly contributed to the breakout, a re-run may be awarded.
- 2.8** In the case of a breakout of cattle from the camp, the number of replacement cattle is to equal the number of breakout cattle.
- 2.9** Where a re-run is awarded in relation to rule 2.7 and 2.8 the competitor shall receive the lesser of the two cutout scores.
- 2.10** In any run-off for cut-out prizes, each horse's score must be announced as soon as the individual cut-out is completed. A fresh beast must be added after each cutout.
- 2.11** A cutout is not complete until both beast and rider have exited the camp through the front gate.
- 2.12** In the event of a beast jumping out of the side or back of the camp where a re-run is required the competitor will start with the same amount of cattle with previous faults carried forward.
- 2.13** In the event of a beast being distressed, showing lameness or baling up and attempting to horn a horse, the judge shall terminate the cut-out. In this case no re-run will be awarded.
- 2.14** In the event of a beast exhibiting bleeding as a result of a competitor's actions, the judge will terminate the round and no re run shall be awarded. Where a beast exhibits bleeding through no fault of the competitor, the judge has the discretion to award a re run.

CUT-OUT/CAMP DISQUALIFICATION

A competitor will be disqualified for:-

- 3.1** Losing a beast twice into the cattle, or, at the discretion of the judge losing control of the beast for the second time.
- 3.2** Unnecessary delay while selecting a beast.
- 3.3** Changing beast after being clear of the cattle.
- 3.4** Calling for the gate with more than one beast in front of the horse and subsequently taking more than one beast out of the camp.

JUDGING- COURSE

- 4.1** The time limit for completion of the course will be 40 seconds and the start of a run is when a horse exits the cut out.
- 4.2** The maximum points for the course will be 4 points. Points for the course shall be allocated as follows:
 - 2 points for the first peg
 - 1 point for the second peg
 - 1 point for the gate
- 4.3** The course shall be either left or right hand at the discretion of the judge and should be set to allow attractive campdrafting suited to the particular arena's size and condition.
- 4.4** The competitor is allowed 2 attempts at any one objective.
- 4.5** A missed peg must be completed before attempting the next peg.
- 4.6** In the event of a split peg it will be classed as a missed peg and a competitor be allowed a second chance at the peg and, if successful, will be allocated points for the peg.
- 4.7** The first peg must be completed in order for the competitor to receive horse work points. The first peg is complete when the line between the first and second peg is recrossed.

If the first peg is knocked down the run is terminated. However, if the second peg is knocked down by either horse, rider or beast the competitor shall go on to the gate and no course points will be allocated for the second peg or gate. If a gate peg is knocked down no gate points can be allocated.
- 4.7.1** The second peg is completed when the line between first and second peg is recrossed by the beast, horse and rider.
- 4.8** In the case of a deliberate knockdown peg or deliberate split peg the competitor will be disqualified.

Clarification of a Knocked down peg:

Knock down of a peg that has PVC Pipe over electric fence posts. When the

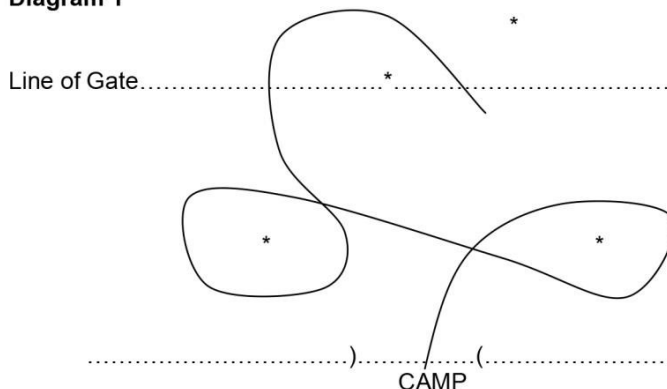
PVC pipe is on the ground it is classed as a knock down peg.

- 4.9** The line of the gate is a line parallel to the front of the camp, which passes through the left hand peg of the gate for a right hand course.

At the judge's discretion the gate may be offset.

Diagram 1 shows the line of the gate for a right hand course.

Diagram 1



- 4.10** Only one attempt to complete the gate is allowed once the beast and competitor have crossed the line of the gate.
If the attempt is unsuccessful the judge shall terminate the round and score the competitor, provided that in the opinion of the judge, the competitor has control of the beast.
- 4.11** If beast and competitor fail to cross the line of the gate, a second attempt to cross the line of the gate is required. On the second attempt, the beast and competitor must cross the line of the gate to be scored (time permitting).
- 4.12** A horse that clips a beast when changing sides shall be penalize, however a horse that badly hits a beast over the hocks or runs up the rump of a beast will be disqualified.
- 4.13** Provided the first peg is completed, a competitor in control of his/her beast when time has lapsed regardless of position on course must be scored.
- 4.14** In the event of a beast being distressed, showing lameness or bailing up and attempting to horn a horse, the judge shall terminate the round and score the competitor (providing the first peg has been completed.) In this case no re-run can be awarded.
- 4.15** Where the judge terminates an outside run due to interference or safety concerns and the competitor is awarded a re- start, the competitor will start again with the lesser of the two cut-out scores with the original entitlement of cattle.

- 4.16** In the event of a beast exhibiting bleeding as a result of a competitor's actions, the judge will terminate the round and no re-run be awarded. Where a beast exhibits bleeding through no fault of the competitor, the judge has the discretion to award a re-run.

COURSE DISQUALIFICATION

A competitor will be disqualified for:

- 5.0** Being assisted in their run by another competitor/rider i.e. another rider/competitor on the course hazing the beast for the competitor.
- 5.1** Knocking down the first peg by either horse, rider or beast.
- 5.2** Losing control of the beast in the arena.
- 5.3** Running a beast into the arena fence.
- 5.4** Running a beast around the back or past the gate before completing the first and second pegs.
- 5.5** Running a beast outside of the second peg before completing the first peg.
- 5.6** Running a beast through the gate from the front.
- 5.7** Running a beast past the gate on the wrong side.
- 5.8** Failing to have control of the beast after passing behind the gate.

TERMINATION OF ROUND

The competitor shall cease to work the beast when:-

- 6.1** The timekeeper's whistle has blown to terminate the round.
- 6.2** The judge terminates the round.

OTHER DISQUALIFICATIONS

A competitor will be disqualified for:-

- 7.1** Turning tail to the beast. A tail turn is a turn executed by a horse in the opposite direction of the beast's line.
- 7.2** Badly hocking a beast or running up its rump.
- 7.3** A fall of the horse or rider causing loss of control.
- 7.4** Ill-treating either the beast or horse.

- 7.5 Refusal to compete on sound available stock.
- 7.6 Not being present on the third call.
- 7.7 Horse bucking or rearing out of control.
- 7.8 Excessive or harsh use of a bit or spurs. No whip or switch may be used.
- 7.9 Competitor is not considered to be in safe control of their horse.

CLASSES OF HORSES

There will be three classes of horses:-

- 8.1 Maiden Horses
A maiden horse ceases to be a maiden if it has won an event in any class or contest except Junior, Juvenile, Futurity, and Encouragement drafts or Team events.
- 8.2 Novice Horses
A Novice horse is a horse which has won first prize in a Maiden, Novice, Ladies, Men's or restricted campdraft and remains a Novice until the horse has won a further **three** Novice drafts. A horse that has won an Open campdraft ceases to be a Novice.
- 8.3 A horse can win **four** Novice drafts if it has not won first prize in a Maiden.
- 8.4 Open Horses
An Open horse is a horse, which has won a first prize in an Open Campdraft or has completed its Novice status.
- 8.5 Rookie Horse
A Rookie Horse is a horse which has not started in a campdraft prior to the commencement of the relevant Associations competition season and Rules.

STATUS OF HORSE OR RIDER

- 9.1 Any event advertised as a campdraft, either in written or verbal form of advertising, shall change the status of a horse whether the event is affiliated with a recognised campdraft Association or not.
- 9.2 For a competition to be deemed a campdraft either entry fees are charged, or prize money given. Where awards are given and no additional entry fee is charged for any campdraft event, horse status will not be altered.
- 9.3 Restricted campdrafts
A win in a registered breed society campdraft, or invitation campdraft will alter the status of the horse as per the status of the event. If the class is unspecified the status will be determined by the highest status of horse that competes.

- 9.4** The status of a horse winning a *campdraft* will be determined by the highest class of horse that competes with the exception of Juniors, Juveniles, Ladies, Men's, Old Buffers, Associates and Encouragement campdrafts. The winner attains the status of the highest class of horse participating, e.g., if one Open horse competes then it is classed as an Open draft.
- 9.5** The first round of any campdraft must be completed before any winner can be decided. Where two or more horses tie for first place the winner shall be determined by a run-off, however under exceptional circumstances, a draw will determine the winner of the campdraft if a run-off is not possible, with only the winner breaking status.
- 9.6** Committees that wish to run a cattle-type contest without damage to a horses' status, the CCA will accept the following types of contests without any penalty to the winning horse.
- (a)** Cattle Working Contest - Contest
If Cutout and Horse-work points are allocated by the judge of the contest then both the first and second pegs must be removed from the course. The gate is optional to the committee.
 - (b)** Cattle Time Trial - Contest 2
The normal campdraft course may be used so long as the winner is determined on a "time" basis and the judge allocates neither Cutout nor Horse-work points.
- 9.7** Team Drafts
Team Drafts do not affect the status of any horse.
Teams Drafts must be judged by an Open Judge.
Cattle welfare in addition to Horse and Rider safety must be adhered to as per the CCA campdraft rules.
- 9.8** At campdraft training days no horse's status will be broken.
- 9.9** Status of Horses and Riders at a Fixture
At a fixture the Rider and Horses status will be as at the beginning of each Event at that fixture.

COMPETITOR STATUS

- 10.1** Junior Rider: A rider aged from 8 years and under 13 years.
- 10.2** Juvenile Rider: A rider aged from 13 years and under 17 years.
- 10.3** Associate Rider: A rider aged from 17 years and under 21 years.
- 10.4** Encouragement Rider: A rider 17 years and over. Has not won an Open age draft (i.e. Maiden, Novice, Open, Ladies, Associates) or a restricted draft as in 9.3 and 9.4

A win will not alter the status of the horse.

Competitors cease to be eligible to compete after winning one (1) Encouragement, or one (1) open age campdraft, or placing three (3) times in open age campdraft.

Drafts for Encouragement riders may be further restricted by age, geography (e.g. Shire), status of horse (e.g. Maiden horse) or sex.

Each Association may have age restrictions for the following competitor statuses.

10.5 Maiden Rider:

Must not have won a campdraft that breaks a horse's status i.e. Maiden, Maiden 4 Maiden, Novice, Open, Restricted Open, Ladies or a Restricted draft as in 9.

10.6 Novice Rider:

Must not have won an Open Campdraft and does not qualify as a Maiden Rider.

10.7 Open Rider:

Must have won an Open or Restricted Open Campdraft.

10.8 Master Rider:

Is a rider aged 55 years or over.

10.9 Lady Rider:

Female Rider.

10.10 Men's Rider

Male Rider

GENERAL RULES

11.1 Dress & Saddlery

Campdraft competitors must wear a hat or safety helmet, boots, collared buttoned long sleeve shirt and long trousers in competition at all times. Caps are not permissible. Competitors must be neat and presentable.

11.2 Competitors must be suitably attired and mounted for presentations.

11.3 Competitor is allowed to ride in saddlery of their own choice, and horses can be worked in any bits, bosals or hackamores, however the horse must have free use of its head and any type of head tie-down, running reins, head checks etc. must not be used. The judge has the right to call on any competitor to inspect his gear and if gear is illegal, competitor is compelled to remove the offending article before competing.

11.4 Suitable spurs are allowed but no whip of any kind may be carried or used by a competitor in a campdraft.

11.5 All nosebands attached to the bit are to be a minimum of 20mm in width and of leather construction.

- 11.6** Rings with Stops
Rings with Stops can be used in Junior, Juvenile, Encouragement, Maiden and Ladies drafts.
- 11.7** Illegal Entries
Persons found guilty of an illegal entry of a horse must return all winnings relating to the offence to the committee where the offence took place and the guilty party, including the horse, may be suspended for a minimum of three calendar months, as determined by the CCA Executive Committee.
- 11.8** Substitution
Any campdraft that imposes restrictions on rider status cannot have a substitute rider.
- 11.9** Insufficient Full Scores
(1) The cumulative score from each round be carried forward into subsequent rounds.
(2) a. Those competitors carried forward from an elimination round on a full score shall have preference in aggregate placings over those carried forward on cut out scores only.
 b. In the case of two or more full rounds and a final, those going into the final on a combination of full scores will have a preference in aggregate placings.
- If there are insufficient full scores to fill final placings, the committee may use cutout scores only to fill minor placings.
- 11.10** Placings in an Event
If there are two or more horses on the same score at the conclusion of an event or final of an event, placings will be decided on the run-off score.
- 11.11** All horses are allowed no more than one first round start per event.
- 11.12** Stallion Containment Requirements.
Minimum Stallion Containment Requirements

In daylight hours:

- a. Stallions to be double tied by neck strap and halter. Stallions to have an exclusion perimeter erected around the horse and area they are tied to exclude any possible interaction between the stallion and another horse or human.
OR
- b. Stallions to be enclosed by panels. Stallions can be free to roam inside panel area when an exclusion perimeter is erected around the paneled area to exclude any possible interactions between the stallion and another horse or human. Only one horse is allowed per enclosure.
Panels must be a minimum of 1500mm in height. Panels must be constructed using an equivalent of 4 bars of 25mm box or pipe equivalent as a minimum. Panels must be anchored securely to a solid object i.e. truck, post or tree. An

additional tape barrier must be erected at a minimum of 1 meter outside the paneled yard at all times.

At night:

The same rules apply to daylight hours with the addition for a stallion that is in panels must have at least one additional form of restraint e.g.: tied up, hobbles, sideline.

11.13 Suspension of a Member

If a member is suspended from one of the other Australian Campdrafting Associations and/or the NCCA, this individual **MAY** be also suspended from the CCA – this is to be determined by the Management Committee once made aware of any such suspension and the details of the offence. The CCA will also advise other Associations if a member is suspended from the CCA and the reasons why.

SMALL ARENA CAMPDRAFTING

12.1 Small Arena Campdrafting is conducted under the same rules as Large Arena Campdrafting.

The recommended minimum width of the Arena will be 40 metres, and the recommended minimum length will be 70 metres.

Comments

Any work using the arena fence and work taking the beast outside the course proper and returning to commence the course will be penalized and judged accordingly in horse work points. It will be up to the judge to determine when a rider has lost control and end the work.

DRUGS and WELFARE POLICY FOR HORSES USED IN CAMPDRAFTING

The CCA recognises the importance of sound animal welfare policies, which prevent the use of animals which are not fit for competition. Fitness may be gauged as appropriate physical fitness or lack of suitability for competition due to injury or disease.

The CCA recognises that animals used in competition must be treated in a humane manner and that the CCA does not condone the ill treatment or abuse of any animals whilst competing at campdrafts.

1. The following provisions regarding conduct shall apply to any event whether in competition or practice.
 - 1(a) Inhumane treatment or abuse of a horse in any manner whilst in the arena or on the grounds is prohibited. Inhumane treatment includes, but is not limited to, the following:
 - (i) Riding of a crippled, injured or lame animal.
 - (ii) Riding of a horse with a health abnormality, which could result in the horse's undue discomfort or distress.
 - (iii) Abuse of an animal which includes excessive jerking, spurring, whipping or any other act intended to cause trauma or injury to the animal.
 - 1(b) Any act of abuse or intent to abuse an animal whilst in the campdraft arena or on the grounds or the vicinity which could also endanger the safety of other persons or animals will not be tolerated and the persons may be subject to disciplinary action.
2. If the Committee discovers inhumane treatment or abuse of a horse it may immediately bar the responsible party and horse from further participation from the event. This decision should be based on consultation with a veterinary surgeon. In the event that a Veterinary Surgeon is not available then the committee shall consult with the judge(s) of the event.
- 3 Administration of a drug or drugs while on the grounds or the vicinity of campdrafting grounds, including the arena, practice area or stables is strictly prohibited with following provisos:
 - Any horse winning an event may be swabbed. Other horses will be chosen at random before the running of an event and they will be swabbed at the completion of the event. The number chosen will depend on the number of entries in the event.
 - All testing will be by blood sample. Entry to any event will be contingent on permission for such blood samples to be obtained. The blood test will be an accurate determination of drug levels in the blood stream (not a screening test). A registered drug-testing laboratory will perform the test.

Blood samples will only be taken by veterinarians using tamper proof sample kits supplied by the testing laboratory.

- A veterinarian must gazette all drugs that he has prescribed and administered to a horse up to 10 days prior to competition. This information must include a statement that ***the horse is fit for competition, the reason the drug has been given, the drug administered. The dose, the route of administration and the date and time that the last dose of the drug was administered.***

All of these conditions are mandatory. Any horse found to have a positive swab in the absence of a veterinarian's certificate will be reported to the governing Associations Drug Committee.

- The result of drug tests will be reported to CCA who on advice from the testing laboratory will determine whether any offence has been committed and what penalty will be imposed. Drug levels that are not high enough to have influenced the performance of the horse will not attract any penalty. These levels will be taken from internationally published data. All results of negative tests will be destroyed.
- The cost of these tests will be borne by the governing Committee except where such a test is positive in which case the cost will be borne by the Owner. In the event that a Committee discovers or has a complaint made to them regarding inhumane treatment, abuse or any drug administration not in accordance with the above rules, the CCA shall be notified and a hearing to consider disciplinary action against the responsible party(s) shall be scheduled.

CODE OF CONDUCT FOR THE CARE AND TREATMENT OF CAMPDRAFT LIVESTOCK

INTRODUCTION

- 1.1** This Code is intended to compliment and support existing legislation. The staging of campdrafts and the conduct of those involved are subject to the relevant legislative requirements in each State.
- 1.2** The rules for the care, treatment and welfare of campdraft livestock are to be observed by all campdraft personnel at each campdraft affiliated with the CCA.
- 1.3** If, for any reason, there is a conflict between the rules of competition and the code for the care and treatment of campdraft livestock then the latter shall prevail, with- out qualification.
- 1.4** Any competitor failing to comply with the animal welfare rules of the CCA, including unnecessary roughness to livestock during competition in the opinion of the judges, shall be disqualified from the event.

POLICY STATEMENT

- 2.1** It is the policy of the CCA that animals used in a campdraft shall be treated humanely and with proper consideration for their health and welfare.
- 2.2** The rules for the conduct of campdraft events shall be consistent with this policy and shall be specifically designed to prevent cruelty and minimize the risk of unintentional injury or mistreatment
- 2.3** The voluntary Code of Conduct shall be binding on the Campdraft Central Association Inc., members and affiliated campdraft committees.

CAMPDRAFT CATTLE

- 3.1** All cattle used in campdrafting must be a suitable size and in a healthy, strong condition, as dictated by normal circumstances for open range cattle in that particular region.
- 3.2** Female stock, which is in an obvious pregnant condition, must not under any circumstances be used in any campdrafting event.
- 3.3** Assembly of stock must be in stock-proof yards. All yards and loading ramps must be constructed and maintained to minimize stress and inconvenience.
- 3.4** All cattle presented by the Committee for use in competition must be fed and watered and transported in accordance with normal husbandry methods for cattle in transit by droving or motor transport.

- 3.5** Shelter from heat, wind and cold is not considered necessary for cattle except in extreme conditions of climate.
- 3.6** At the completion of unloading stock a representative of the promoting committee to inspect stock and any injured animals to be treated and placed in a situation to relieve stress as soon as practical.
- 3.7** During each and every event, a representative of the committee will supervise the use of stock to ensure the continued suitability of stock for use during such event.
- 3.8** When an animal is deemed to be in a state of distress requiring euthanasia, the person responsible for the animal must ensure that it is carried out as soon as possible, humanely and results in immediate death. Euthanasia must be performed only by persons competent in the method used and licensed where appropriate.
- 3.9** In campdrafting events, cattle may only be used once at the same venue.
- 3.10** The judge must order the removal from the camp of unsound cattle or distressed cattle.
- 3.11** All horses shall be presented in body condition and soundness satisfactory to the judge of the campdraft. The judge must disqualify from competition any horse not meeting their requirements.
- 3.12** The judge must disqualify any competitor causing unnecessary distress to either horse or beast in any campdraft.

AREAS TO MONITOR FOR ANIMAL WELFARE CONCERNS

- 4.1** Arena surfaces preparation.
- 4.2** Fitness & training of horses in campdrafting events.
- 4.3** Ensuring Cattle are not overworked following completion of a campdraft run.
- 4.4** Tack & Equipment used by competitors.
- 4.5** Climate conditions.

CODE OF PRACTICE FOR COMMITTEES OPERATING A CAMPDRAFT

These requirements have been specifically written to address improvement in the Committees of Campdrafts and public liability insurance issue.

Risk and prosecution

Following a statutory (legislative) requirement will provide you with a defense in a prosecution for a breach of an obligation (i.e. duty of care).

Following an advisory standard or industry code of practice will also provide you with a defense in a prosecution for breach of an obligation.

If you do not follow an advisory standard or industry code of practice, you must show that you took reasonable precautions and exercised proper diligence in choosing a way to manage exposure to the risk, or that the breach happened as a result of factors over which you had no control.

These requirements are designed to help Committees meet their obligations. Committees may also need to undertake specific risk assessments.

General

These requirements are aimed at reducing or eliminating risks to both participants and spectators in campdrafting events. They do not include special rules that Association may impose, such as those relating to the running of events, arena size or set-up, competition rules, disqualification and so on.

This Code only addresses risks related to the use of horses at campdrafts and the need to control unintended interactions between horses and people. In addition, there are a number of other risks that are associated with horses at campdrafts. These include but are not limited to:-

- Injury due to physical conditions (e.g. slips, trips, falls)
- Environmental injuries (e.g. sunstrokes, insect bites)
- Property damage (e.g. a damaged car).

In order to comply with this code, operators will need to comply with the general requirements and the specific requirements for the activities they undertake.

Notwithstanding any provisions of this code, all Committees have a duty of care to all participants, staff, and spectators. Each individual Committee should review the operations at their campdraft/event to ensure they meet this requirement.

This code does not specifically address requirements under State and Local Government legislation. Committees are advised to check carefully with the relevant authorities.

Horse and Rider equipment

1. All riders under the age of 18 years must wear properly fitted helmets (includes use of the chinstrap) that comply with current AS/NZS standards (3838), and are less than five years old from the date of manufacture.
2. Appropriate footwear must be worn at all times when riding. This footwear must enable removal of the foot from the stirrup iron. It must also prevent the foot sliding forward and through the stirrup iron.
When handling horses (i.e. not riding) footwear should be worn that provide strong protection to the top of the foot.
Leather boots are preferred. Open toed sandals and thongs are not to be worn.
3. All equipment (e.g. saddles, bridles) used with the horse should be in good repair and correctly fitted.
4. Saddles must be securely attached to the horse in a manner that keeps the saddle properly in place. A saddle must have at least two points of attachment. Suitable attachments are a double buckle girth, girth and surcingle, or double wrapped latigo.

Buildings and Grounds

1. Committees should ensure buildings used as part of a campdraft, comply with appropriate state and local government safety regulations. Particularly in relation to fire control systems, food preparation areas and waste disposal.

All buildings that are not used for campdraft activities should be kept secure to prevent unauthorized entry.

2. All campdraft grounds are to have a prepared surface cultivated to a safe standard for competition.
3. A tractor and implement are to be available on the ground at all times whilst a campdraft is in progress.
4. Where practical, all grounds should have a secure perimeter that reduces the likelihood of horses or cattle escaping. Where fencing is not practical, alternate means should be provided for avoiding uncontrolled stock gaining access to roads.
5. In order to reduce the potential for uncontrolled, and unsafe, interactions between horses, cattle, humans and property (including vehicles), signs should be installed that indicate :-
 - a) Areas the public are permitted and where access is restricted.
 - b) Potential dangers to the safety of both humans and horses.
6. Where campdrafts involve moving stock on public roadways, signs must be installed to adequately warn motorists of the use of the road by horses, riders and cattle.
7. All campdrafts should have access to a First Aid kit. All officials and staff should be made aware of the location of the kit. At least one clearly identified person must be nominated to provide first aid during all events at a campdraft.

8. All premises must have an effective communication link for contacting emergency services. All officials and staff should be aware of the location of the communication link.
9. Committees must, as far as practicable, ensure all areas are free of hazards, particularly slip, trip and fall hazards, that may cause injury to horses, riders, staff and the public.

Staff

1. Staff involved with horses and cattle must be such that they can confidently manage and handle interactions between horses, cattle and humans so that accidents, to themselves, spectators or competitors, are avoided.
2. Staff not involved with stock must be able to carry out their duties both efficiently and safely.
3. Consideration must be given to legal age limits for being in charge of an activity.

Horses

1. Owners of horses are responsible for ensuring the safety of the public is not compromised by horses that show dangerous behavior. Owners must take all necessary action to isolate or control such horses.
2. It is the horse owner's responsibility to ensure, as far as possible that horses and riders are matched to each other for the activities being undertaken.
3. Each operation must promote humane conduct of horse use and management, with proper consideration for the horses' health and welfare.
4. At all times, horses must be either under control (e.g., being led or ridden) or stabled / contained whilst at a campdraft event.
5. All riders should not engage in, or be knowingly involved in, cruelty to a horse

Spectator Safety

1. In situations where spectators and members of the public can gain access to horse areas, information must be readily available advising of the potential risks associated with horses and horse activities.

Advice should include any restrictions applying to behavior, prohibited areas or specific actions that may lead to injuries.

Advice should be readily available in a clear and easy to understand form.

Advice could be in the form of signs, notices, on the backs of tickets or in public address announcements.

2. Operators should provide areas for spectators that are clearly separated from those areas where horse activities take place. Separation would most likely be achieved by fencing, which must act as effective physical deterrent.

3. Where fencing is not practical, alternate means must be provided for avoiding uncontrolled interactions.
4. Uncontrolled interactions can result in severe injuries to horses, riders, staff and spectators.
5. All accidents (physical injuries), or serious incidents where there is no actual physical injury, and incidents which may have the potential for psychological trauma (e.g. a horse bolting), that are brought to the attention of staff or that require treatment by staff are to be recorded in an incident report.
6. Incident reports are to be reviewed and actions taken are to be recorded. Incident reports and reviews are to be retained for a minimum of seven years.
7. Insurance advice is that many claims arise three or more years after an accident, and the incident report can provide invaluable evidence of what occurred. Names and addresses of witnesses are also important.
8. Committees should develop a set of processes that address the issue of a participant or member of the public failing to comply with a reasonable direction, the intention of which is to prevent possible injuries or accidents
9. All Committees should endeavor to develop a culture of continuous improvement, through the use of staff and volunteer training, event reviews, activity reviews, review of incident report statistics to improve the safety and enjoyment of staff competitors, horses and spectators.

General

1. Since campdrafts can include a range of non-horse related activities that may impinge on the safety of participants and spectators, an additional set of requirements has been included to address these risks.
2. All areas must have their surfaces flat and clear of obstacles, rubbish, potholes and similar dangers.
3. Where steel fencing is used as a barrier, it must be correctly assembled and securely fastened in accordance with the manufacturer's directions.
4. Where star droppers or posts are used for temporary fencing they must be capped with plastic caps.
5. Electrical cables, hoses, ropes or similar items must not be laid on the ground in areas accessible to the public, or in walkways used by horses.
6. Walkways and passageways must be free from obstructions and be kept clean. Horse droppings are to be removed from internal walkways as soon as possible.

Committees

1. Where adverse environmental conditions occur a 'grounds officer' must decide on changes to the program, to ensure activities can continue without significantly increasing the risks of injuries to either horses or riders. eg. Temperatures over 40°C or below 5°C, dust storms, fog or rain sufficiently heavy to cause the surface to become slippery with standing water.
2. Each event must have a judge responsible for control of horses and cattle in the arena and for determining questions or disputes arising from conduct in the arenas or for the condition of the arenas
- 3 Each event should appoint a risk manager to evaluate the risks to the event and institute appropriate measures to control the risks. (Using the requirements in this Code as a starting point).
- 4 Each event must appoint a 'security officer' who is responsible for ground, property and personal protection.
- 5 The organizer is responsible for establishing, promulgating, and training staff in procedures for handling unruly or intoxicated persons.
- 6 Organizers must institute a responsible service of alcoholic beverages and comply with the liquor licensing laws.
- 7 Organizers are responsible for establishing, promulgating and training staff in procedures related to fire control and evacuation.
- 8 Dogs must either be excluded from the event or kept on a leash or securely tied up at all times. On all campdraft grounds owners of loose/unattended dogs are eligible for a fine or disqualification, or both
- 9 All exits from buildings are to be clearly signposted and remain unobstructed.
- 10 All electrical wiring or installations must be carried out by a licensed electrician and comply with AS/NZS 3000 and AS/NZS 3002.
- 11 All electrical boxes on poles or posts in arenas and marshalling areas are to be fenced off.
- 12 Where designated horse washing areas are used, the public must be excluded from the area.
- 13 For all campdraft events and associated activities St John Ambulance Officers or similar must be in attendance at all times whilst events are in operation.
- 14 Free and unobstructed access to the site must be available for emergency vehicles.

MEDICAL REQUIREMENTS:

All Clubs are to have:

1. A minimum of a fully stocked and well-maintained moderate risk first aid kit or equivalent in an appropriate and accessible location when conducting any outdoor Club activity.
2. Reliable telephone service.

3. At practice days NOT involving the use of cattle, a minimum of ONE current certified level 2 First Aid provider or equivalent must be in attendance whilst event is in progress.
4. At campdrafts, a minimum of ONE current certified level 3 first aid provider must be in attendance while the event is in progress. The provider must have a minimum of the following equipment: a fully stocked and well-maintained moderate risk first aid kit or equivalent; supplementary oxygen equipment, resuscitation equipment; a defibrillator.
5. At practice and school days involving the use of cattle, a minimum of ONE currently certified level 3 first aid provider must be in attendance while the event is in progress.
6. At campdrafts **more than 50 Kilometers from State Ambulance Service**, a minimum of ONE currently certified Certificate IV in Emergency Medical Response (EMT) provider must be in attendance while event is in progress. The provider must have a minimum of the following equipment: a fully stocked and well-maintained moderate risk first aid kit or equivalent, supplementary oxygen equipment, defibrillator.

Please note:

- First Aid providers must NOT be participating at any time in the event.
- Level 2 providers are to have minimum training of HLTAID011 Provide First Aid or higher qualifications.
- Level 3 providers are to have minimum training of HLTAID014 Provide Advanced First Aid or higher qualifications.
- Emergency Medical Technicians (EMT) minimum training of Certificate IV in Health Care (Ambulance) or equivalent.
- First Aid providers Current qualifications and Certificates must be forwarded by the Club to CCA Secretary 14 days before the event.
- Practice days include schools, training days and fun days.
- Clubs include all groups/individuals and businesses that affiliate with the CCA.

DOCTORS CLEARANCE

A competitor that receives medical treatment at an event for concussion or is concussed is automatically suspended from competition for the equivalent of 14 days. A medical clearance must be provided after this period.

Whilst a competitor is receiving compensation due to a campdraft injury they cannot resume riding or compete at a CCA fixture until compensation has ceased.

GENERAL RULES AND GUIDELINES

The following General Rules and Guidelines of the Campdraft Central Association Inc. are drawn up for the purpose of assisting competitors, judges and all affiliated bodies in conducting their campdrafts.

1. **AFFILIATION FEES**

The level of the fees are determined by the Management Committee at the start of each season and are payable by the affiliated committee prior to the running of their campdraft.

Committees will be advised of the fee levels at the start of each season.

The CCA season runs from 1st January to 31st December each year.

2. **MEMBERSHIP VERIFICATION**

Affiliated committees must check membership of competitors by sending a list of competitors, either prior to or just after finalizing nominations to the CCA Secretary. If a competitor has not been registered with the CCA and paid relevant membership fees, the membership or day/weekend permit fee must be paid and a receipt issued before the competitor is eligible to compete. The day/weekend fee is not refundable, unless approved by the CCA Management Committee. Membership can be upgraded from Day/Weekend Membership to Full Membership within 28 days.

3. **ENTRIES/NOMINATION FEES**

Campdraft committees may reserves the right to reject the entry of any competitor who has violated the general rules, who has been dishonest in competition or who has proven to be undesirable in any recognized draft. All committees are obliged to reject entries from persons who at any time are serving a period of disqualification imposed on them by the CCA.

All nomination fees are to be advertised on the approved draft program. All administration fees the committees plan to apply must also be stated on the program.

A cattle levy may be charged on entries, but must be clearly stated on the program and, at the discretion of the draft committee, is not refundable when cancellations are made within seven (7) days of the commencement of the draft. A recommended Cattle Levy is \$20 per entry.

If a campdraft is cancelled due to bad weather and the cattle for the draft have been YARDED by a committee, then the committee have the right to retain the advertised cattle Levy.

Campdraft Committees have the right to impose a financial penalty per entry if the Committee is not advised of a cancellation seven (7) days prior to the draft.

All nominations, including the name of the horse, are to be lodged with the Secretary of the club prior to the commencement of the draft.

All entries are to run in the order in which they appear on the draw sheet, otherwise entries may be disqualified.

4 EVENT DATE ALLOCATION

Proposed dates of all CCA affiliated drafts must be forwarded to the CCA Secretary for notification and inclusion in the CCA Calendar which is displayed on the home page of Campdraft Central (www.campdraftcentral.com.au).

5 CONDUCTING DRAWS

a) A completely separate draw should be made for campdraft finals.

b) A second round in any campdraft must be a new draw.

6 INCORRECT NOMINATING

Persons incorrectly nominating and competing in any restricted class, when in fact either horse or rider is ineligible to compete in such class, shall be deemed to be guilty of misbehavior and will be subject to the imposition of penalties as laid down in the rules of the Association.

7 SUBSTITUTING

Changes of Rider between rounds is only permissible under special circumstances, ie. sickness, injury, family sickness, bereavement etc. At no stage can a horse be substituted.

8 SCRATCHINGS

Scratching's are at the discretion of the Committee. The Committee is to determine the permissible scratching rules, and these are to be clearly stated on the draft Program.

9 SUSPENSION DISQUALIFICATION

a) Any competitor found guilty of "ringing a horse in", cheating in any way, attempting to defraud a committee or promoter, abusing or threatening any judge or other official, will be liable to suspension or disqualification, depending on the nature and severity of the offence.

b) Any competitor found guilty of the offences set forth in the above rule hereof should have his or her entries refused by all affiliated committees for such period as the CCA Committee shall determine.

c) Any member who has been disqualified by this Association must obtain clearance from the CCA Secretary before being allowed to compete at drafts affiliated with this Association.

10 APPEALS AND PROTESTS

Appeals and protests by any competitor on matters pertaining to a campdraft in progress shall be heard by the committee conducting such campdraft. If the competitor concerned is dissatisfied with the decision arrived at, he or she has the right of appeal in writing to the CCA Management Committee, via the Secretary

11 **SHARED PLACES**

- a) A shared first place must be finalised in all drafts by a runoff. In the event of a multiple runoff for first place the horses will be placed according to the result of the run-off.

A fresh beast should be added for each run.

- b) Minor equal placings in drafts will be split with respect to prizes and points.
- c) Where no competitor scores in a draft the event will not be rerun, and the Committee retains all prizemoney and trophies.

12 **JACKPOT**

Jackpot is a competition where there is no advertised prizemoney, and the winner takes all prizemoney.

13 **SWEEPSTAKES PRIZEMONEY**

Sweepstakes is a competition where there is no advertised prize money. The breakdown of prize money is at the committee discretion and must be stated on the program.

The recommended prize money breakup is:

Committee may retain 50% of entry fees and the remaining 50% becomes the prize pool.

14 **RESULT RECORDS**

The CCA Secretary shall keep a record of all results of affiliated campdrafts.

Where Campdraft Central is not utilized as the nomination platform for any draft, the Committee Secretary is to forward all results to the CCA Secretary in a timely manner. The results must include, but not be limited to, a list of competitors and horses gaining 1st to 6th placings (irrespective of the number of placings awarded by the Committee).

15 **STOPPAGE OF A FINAL DUE TO EXCEPTIONAL CIRCUMSTANCES**

If the final of an event cannot be completed due to exceptional circumstances (eg, poor light, bushfires, flood etc.) then a winner can be determined by the first-round score. This Rule cannot be invoked unless all competitors entered have had the opportunity for a first round score.

If a tie for first place is indicated, then the winner can be determined by the toss of a coin.

The status of a horse will change as for a point scoring event.

16 JUDGES

It is recommended that a judge be selected by the committee should they appear on an approved judges panel listing with any other organisation. Any judge who does not appear on a judging panel can be considered based on their knowledge and experience of campdrafting. ALL judges must make themselves familiar with the rules and guidelines of the CCA before the commencement of the event.

- a) Judges are to be asked to state their expenses when invited to judge at a CCA Campdraft. The recommended minimum fee is 50c per kilometer each way plus accommodation expenses. Further, a guideline for payment to a judge by the Committee is \$1 per judged run
- b) In the event of a judge being unable to complete the judging of an event due to unforeseen circumstances (eg accident, illness or injury, etc) the campdraft organising committee may appoint a judge of equal or higher judging status to complete the judging of the campdraft.
- c) CCA does not limit affiliated committees to the number of judges they are to use. Committees should try to avoid overlong judging periods.
- d) Judges' names should be printed on all programs wherever possible.
- e) At the judge's discretion, and only under exceptional circumstances, the judge has the right allow less than 5 head of cattle in the camp.
- f) A judge must not judge a horse that they own, train or exhibit within 30 days of such ownership/training/exhibition.

17 COMPLAINTS REGARDING JUDGING

- a) Any competitor who is dissatisfied with a judge's decision on the competitor's performance in an event may immediately request the judge to explain the decision.

The competitor must accept the explanation without argument, but if still not satisfied, may submit a written report to the CCA Secretary.

- b) Only competitors and campdraft committees may formally lodge complaints to the CCA regarding the performance of a judge. The concerns are to be in writing and forwarded to the CCA Secretary within 2 weeks of the campdraft at which the judging led to the concerns, as per the CCA Code of Conduct for Judges.

18 TIMEKEEPER

The timekeeper must have an appropriate whistle or buzzer in order to clearly indicate when time is up.

19 **HELMET REQUIREMENTS**

Anyone under the age of 18 years must wear a Helmet at all times whilst riding a horse. Recommended that Helmets should be replaced after severe impact or after 5 years whichever is sooner.

Caps must not be worn under a helmet or whilst on the arena.

Helmets worn must conform with one of the current approved safety standards:

- Current Australian standard AS/NZ 3838 (2006 onwards) provided they are SAI global marked.
- Current American standards ASTM **FI163** (2004a or 04a onwards) provided they are SEI marked, or SNELL E2001.
- Current British standard PAS 015 (1998 or 2011) provided they are BSI Kitemarked.
- Interim European Standard VGI (01.040: 2014-12) with or without BSI



20 **STALLION CONTROL AT DRAFTS**

Under no circumstances are members under the age of 17 years permitted to ride/handle stallions within the perimeters of the grounds.

21 **USED CATTLE**

In campdrafting events, cattle may only be used once at the same campdraft except in exceptional circumstances. In that instance, competitors must be advised and if they do not wish to compete, entry money is to be refunded.

22 **SCHOOLS, FUN DAYS & TRAINING DAYS**

All schools, fun days & training days affiliated with the CCA must abide by the medical requirements CCA Endorsed

23 **AGE LIMITS**

Mini members are 5 and under 8 years old and are allowed to participate in CCA affiliated clinics/ schools and campdrafts although must always have a parent or legal guardian present. Mini members are to be riding independently off the lead.

Children under 8 years are not allowed on arena whilst an event is in progress.

24 **PRIZEMONEY**

All prizemoney is to be listed on the approved draft program.

A guideline for the calculation of Prize Money is as follows:

- a) Committee pay at a minimum to sixth (6th) place in all drafts
- b) Drafts with over 160 starters – pay to eighth (8th) place in all drafts
- c) Drafts with 400-500 first round runs – pay to tenth (10th) place in all drafts
- d) Drafts with over 500 first round runs – pay to twelfth (12th) place in all drafts

A guideline for prize money division is as follows:

- a) Round money under \$500 – split 4 ways
- b) Round money of \$500-\$1,000 – split 6 ways
- c) Round money of over \$1,000 – split 8 ways
- d) A three-round draft – First round 15%, second round 15%, Aggregate 70%
- e) A two-round draft – First round 20%, Aggregate 80%
- f) Payment of places:
 - a. 4 places – first 40%, second 30%, third 20%, fourth 10%
 - b. 6 places – first 25%, second 21%, third 18%, fourth 15%, fifth 12%, sixth 9%
 - c. 8 places -first 20%; second 18%, third 16%; fourth 13%; fifth 11%; sixth 9%; seventh 7%; eighth 6 %
 - d. 10 places - first 18%; second 15%; third 12%; fourth 11%; fifth 10%; sixth 9%; seventh 8%; eighth 7%; ninth and tenth 5%
 - e. 12 places – first 18%; second 16%; third 14%; fourth 12%; fifth 10%; sixth 9%; seventh 6%; eighth 5%; ninth 4%; tenth 3%; eleventh 2%; twelfth 1%

25 RESTRICTIONS ON A CAMPDRAFT

A win in a contest held at the conclusion of a campdraft school or practice day will not alter the status of a horse provided that only participants of the school or practice day compete. No prizemoney or ribbons are to be awarded.

26 ARENA SURFACE

If the arena surface changes during an event, the Committee has the right to stop the event and inspect the surface. Should the arena surface require any action by way of ploughing, scarifying or raking then this is to be attended to immediately. At the discretion of the Committee, no competitor re-runs are required to be offered.

After inspection the Committee may choose to deem the arena unsafe and the event not fit to be continued. Should this cancellation occur, at the discretion of the Committee refunds are not required to be offered.

CODE OF CONDUCT FOR COMPETITORS

All competitors shall compete with integrity and sportsmanship. The spirit of the sport is based on fair and friendly competition with respect for fellow competitors. Committees have the right to expect **'courtesy' and 'co-operation' from competitors at all times.**

Competitors shall,

1. Accept the program set by a committee.
2. Abide by nomination requirements set out by a committee.
3. Accept judge's decision. A competitor may only discuss with the judge
 - (a) ONLY course points, or
 - (b) In a polite manner, aspects of the judge's ruling on their run.
4. Compete in accordance with the policy statement in the CCA's "Code of Conduct for the Care and Treatment of campdraft Livestock."
5. Abide by rules and provisions of the CCA at all times.
6. Adhere to dress code.
7. A competitor shall not present him/herself under the influence of Alcohol or Drugs.
8. Be present when called to enter the camp, disqualified after three (3) calls.
9. Acknowledge the judge when advised to start run.
10. Call out clearly wishing to exit camp.
11. Stop immediately the whip or whistle has gone.

The CCA will act upon:-

1. Complaints against a competitor
 - (a) Complaints by competitors against another competitor will only be accepted in writing, with three (3) signatures on all pages submitted,
 - (b) By a letter from the organising committee,
 - (c) Or the judge.

If action against that competitor is warranted, a letter of warning, suspension from competing for a minimum of three (3) months and / or membership cancellation, are options the CCA may adopt.

2. Unacceptable behavior e.g. Mistreatment of horse, abusive and bad language etc, in competition by a competitor can lead to disqualification by the judge for that run and subsequent runs in that draft.

Riotous or other behavior at any CCA Campdraft is considered a civil matter and should be dealt with by the appropriate authorities.

CODE OF CONDUCT FOR JUDGES

1. A judge must be listed by any Australian campdrafting association
2. A judge should abide by the rules at all times.
3. A judge shall judge in accordance with the CCA's "Code of Conduct for the Care and Treatment of Campdraft Livestock."
4. A judge should conduct herself/himself in a manner fitting and proper to one afforded the honor of officiating at any CCA approved or sponsored contest.
5. A judge, who after accepting an assignment, fails to officiate without reasonable notice or reason, may be subject to removal from the CCA approved list of judges
6. A judge should appear at the grounds in good time to communicate with the committee, yardmen etc., and to note the setting out of yards etc. It is the ultimate responsibility of the judge to see the draft runs to its full potential. It is the judge's prerogative to dictate numbers of cattle in the camp and cattle handling procedures, but this should be done in consultation with the committee, taking into account normal practice for the area. The judge should have the right of crowd control where necessary to give equal and maximum opportunity to all competitors.
7. Judges should give an address to the competitors over the PA system.
8. A judge should dress in a manner befitting the position, bearing in mind that he/she is setting an example to contestants. The wearing of caps, sneakers, or t-shirts is not permissible.
9. The major faults for a judge to avoid are:
 - a) Not applying the Rules or making Rules outside of the judge's allowable discretion
 - b) Lack of consistency in disqualifications and scoring
 - c) Dishonesty or favoring competitors
10. A judge will not present him/herself under the influence of alcohol or drugs.
11. A complaint against a judge must be submitted in writing to the Secretary of the CCA within 14 days of the campdraft taking place. Any such complaint shall set out the grounds of the complaint and the facts and circumstances relied on in support of those grounds, and be signed by at least 3 persons, who shall state their involvement in such draft — eg: Judge, committee member, competitor or spectator.
12. Committees are encouraged to engage more than one judge for the full program, depending on nominations.

GYMKHANA POLICY

Purpose and Objectives

The purpose of this policy is to establish the inclusion of gymkhanas within the sport of campdrafting, and define the process for conducting these events.

Policy Scope/Coverage

This policy applies to all CCA Affiliated Committees and their event officials, CCA members and the CCA Management Committee.

Policy Statement

Definition of a Gymkhana

For the purposes outlined in this document, a gymkhana is defined as a series of skill-based events run consecutively, focusing on the execution of various patterns, or completion of various obstacles, by horse and rider. Gymkhanas are sometimes referred to as 'mounted games.'

Format for conducting a Gymkhana – Prior to the Event

1. Gymkhanas must only be held in conjunction with a sanctioned campdraft.
2. Gymkhanas must only be hosted by a CCA Affiliated Committee.
3. Gymkhanas must be listed on the campdraft program submitted to the CCA Secretary for approval.
4. Gymkhanas must be open to Mini, Junior and Juvenile CCA registered members only.

Format for conducting a Gymkhana – At the Event

1. The CCA General Competition Rules & Guidelines applies to all CCA sanctioned events, and gymkhanas should therefore be held accordingly.
2. The CCA acknowledges that gymkhanas are only held in conjunction with a sanctioned campdraft, and therefore, it is considered that the CCA Affiliated Committee hosting the event has given due regard to the provision of:
 - a) Appropriately qualified event officials.
 - b) An adequate space for the event, including in terms of ground surface, fencing and safe marshalling areas.
 - c) Animal and member welfare, including ensuring entrants are led by a competent person where deemed necessary.

Format for conducting a Gymkhana – Where not prior approved

1. The CCA acknowledge that there are limited instances whereby a CCA Affiliated Committee may elect to hold a gymkhana without it being recorded on their event program; that is, circumstances arise at the event that make facilitating such an event possible (for example surplus time on the program).
2. Where such an instance occurs, any gymkhana is to be conducted in accordance with the above.