



# AUSTRALIAN NATIONAL WORKING EQUITATION

## Judge Accreditation Framework 2024

## Document History

Version	Description	Date	Prepared By
1.0	First Edition	Dec 2020	EPC Endorsed /Andrew Mulligan
1.1	Amended to clarify 'results' and include Judge Educator Progression Criteria	April 2021	EPC Endorsed /Andrew Mulligan
2.0	Second Edition	March 2024	EPC Endorsed/Andrew Mulligan Maggie Cappon

## Document Approvals

Name and Role	Signature	Date
Ally Mclean, Chair on behalf of ANWEL Board		

## Related Documents

Title	Location
ANWEL Official Competitor Rule Book	<a href="https://anwe.org.au/">https://anwe.org.au/</a>
ANWEL Participant Rule Book	
ANWEL Dressage Tests	
ANWEL Dressage Maps	
ANWEL Constitution	
ANWEL EPC Terms of Reference	
ANWEL TSC Terms of Reference	
ANWEL Course Building Guidelines	
ANWEL Club Pack	
ANWEL Policies	
EA Rules	<a href="https://www.equestrian.org.au/">https://www.equestrian.org.au/</a>

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# 1. INTRODUCTION

The discipline of Working Equitation was created with the objective of promoting the different types of equitation techniques developed in countries that use the horse to work on the farm.

The aim is to preserve and perpetuate not only this type of equitation but also the cultural traditions of each country and their horses.

The four founding countries of Working Equitation are Portugal, Spain, France and Italy. This discipline is now practised in many countries like Sweden, Germany, United Kingdom, Brazil, USA and Australia. Each country has its own rules but the rules for International competitions are the same for all countries.

This framework has been created with our country's riders and working traditions in mind and is based on the rules and the Australian Protocol of WAVE to provide a foundation for Australian working equitation Judges to be comparative on an international level.

## 1.1 Purpose

Since the introduction of the sport of working equitation in Australia we have had tremendous leadership in the development of our Judges. This framework is to capture all the work that has been occurred and ensure we have the capability to monitor and continue to develop our Judges into the future up to International level.

## 1.2 Scope

The ANWE Judge Accreditation Framework has been developed to support ANWE State affiliates, Clubs and Judges to consistently promote and develop the sport of working equitation in Australia.

All Clubs and State affiliates are required to support and develop ANWE Judges through the implementation and review of the ANWE Judge Accreditation Framework. Individual Judges are required to fully understand and fulfil the requirements of the Framework to maintain Accreditation in Australia.

# 2. CODE OF CONDUCT

Accredited ANWE Judges must adhere to:

- a) the ANWEL Code of Conduct
- b) all ANWEL policies, rules and regulations
- c) FEI Code of Conduct for the Welfare of the Horse applying it to all ANWE activities
- d) the current approved versions of the ANWEL Working Equitation Official \Rulebook

It is recommended that all Judges have available a copy of the Rulebook and any supporting documents while judging ANWE events.

### 3. EDUCATION AND PERFORMANCE COMMITTEE

The Education and Performance Committee (EPC) is a subcommittee of the Board of ANWEL and exists to assist in fulfilling its oversight and responsibilities relating to the development of working equitation judges, coaches and competition.

#### 3.1 Authority

The Board has authorised the EPC within the scope of their duties and responsibilities as set out in its Terms of Reference to perform the activities required to address its responsibilities and make recommendations to the Board.

#### 3.2 Duties and responsibilities

The EPC is responsible for, but not limited to:

- developing and implementing coach training, education and assessment.
- developing and implementing Judge training, education and assessment
- facilitating and promoting ANWEL national competition
- reviewing and endorsing reports and activities of working parties or subcommittees as required
- producing national guidelines, resources and standards and updating these regularly
- administering ANWEL Coach and Judge accreditation registers
- continually improving safety practices in coaching and competition to improve rider safety and animal welfare
- producing a national annual calendar that promotes education and competitive events
- liaising with the ANWEL Technical Subcommittee to ensure alignment
- attracting coaches with the necessary experience, skills and passion to become Committee members from time to time regardless of their accreditation level.

#### 3.3 Technical Sub Committee

The EPC will collaborate with the ANWE Technical Sub Committee (TSC) to ensure to the Official Rule Book accurately aligned as agreed to changes required

## 4. NATIONAL JUDGE COORDINATOR

The EPC will recommend to the Board the appointment of the ANWE National Judge Coordinator. The ANWE Board approves the appointment of the ANWE National Judge Coordinator.

### 4.1 Role of the National Judge Coordinator

The role of the National Judge Coordinator is to:

- Administer the ANWE Judge Education Program
- Coordinate and facilitate Judge Education Clinics with States, clubs and National Judge Educators
- Issue certificates for Judges completing Judge Education Clinics and Assessment
- Maintain the Judge return system for accredited ANWE Judges
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### 5. National Judge Educator/s

The EPC will recommend to the Board the appointment of the ANWE National Judge Educator/s.

#### 5.1 Role of the National Judge Educator/s

- in consultation with the EPC, ensure the review and annual update of the Judge Accreditation Framework
- implement and monitor the ANWE Judge Accreditation Framework
- facilitate regular communication to ANWE State affiliates and Judge Educators
- support the development of State Judge educators
- maintain the accreditation of State Judge educators
- in collaboration with the TSC, provide technical support to ANWE Judges and Organising Committee's on rule interpretation (as required).
- Develop and implement Judge education materials and curriculum for implementation for all ANWE Judge Educators

## 5. HOW TO BECOME AN ANWE JUDGE

ANWE members that would like to become a Judge should contact their local Club to express their interest.

From 2024 there will be three levels of Judges: Trainee Judge, Regional Judge and National Judge.

ANWE members wishing to become a Trainee level judge should register with their Judge Educator and State committee. Before attending the 2 day clinic Trainee level judges should attend 2 online or in person judge education sessions and shadow judge on two occasions at a protocol day or competition.

ANWE Clubs must make an application to host a Judge Education Clinic to their relevant ANWE State affiliate. Application forms are located on the ANWE website [www.anwe.org.au](http://www.anwe.org.au) .

Judge Education Clinics are designed to equip experienced working equitation enthusiasts with the skills and knowledge to fairly and consistently judge at ANWE events. This is to be in line with WAVE Judge Clinic Protocols. Application for ANWE Judge Accreditation can be submitted on the successful completion of the following:

- Open book pre-course examination - written
- Participation in a two-day theory and practical Judge education session facilitated by an Accredited ANWE Judge Educator
- Judge examination at the conclusion of the clinic written and practical assessments. If a Club is unable to host a Judge Education Clinic, interested members should contact their State affiliate to confirm when the next Judge Education Clinic is scheduled.

### 5.1 Judge and Judge Educator database

The EPC will publish and maintain the ANWE Judges Database.

This will be hosted on the ANWE website [www.anwe.org.au](http://www.anwe.org.au) .

The database will list all Australian Judges and Judge Educators, their contact details and due dates for Accreditation renewal.

## 6. ACCREDITATION REQUIREMENTS

Requirements to remain Accredited with ANWE as a Judge/Judge Educator have been developed by the EPC and approved by the ANWEL Board.

### 6.1 Judge Accreditation

The following table sets out the criteria for Judges to maintain Accreditation.

Criteria		Frequency	Current Exemptions
Judging at least three ANWE events per year. This may include virtual ANWE events,		Within 12 months	No Exemption

Criteria		Frequency	Current Exemptions
or shadow judging or pencilling.			
Membership with an ANWE affiliated Club		Current with annual renewal	No Exemption
Payment of an ANWE Levy		Current with annual renewal	No Exemption
Attendance of an approved ANWE Judge Education Clinic and successful completion of Judge Examination and Practical Assessment		At a minimum every 24 months	No Exemption
Completion of 2 Judge Education Seminars Virtual		At a minimum every 24 months	No Exemption
Attend judge education clinics facilitated by international WAVE judges/video attendance		Recommended for judges but not obligatory.	
Completion of electronic ANWE Judges return by renewal date		Submitted annually by 31 December each year	No Exemption
Demonstration of Currency – Awareness of rulebook changes		Annually declared on the annual Judges return and biannual Judge Symposium	No Exemption

## 6.2 Judge Educators

A key objective of the ANWE Judge Accreditation Framework is to enable consistency in the Judging of competition across Australia. This is to be achieved by ensuring that all Judge Educators deliver consistent information at ANWE Judge Education Clinics.



Current Judge Educators have demonstrated competency and have completed ANWE Accreditation requirements.

All ANWE Judge Educators are expected to maintain current Judge Accreditation (refer 6.1).

The following table sets out the criteria for Judge Educators to maintain Accreditation.

Criteria	Frequency	Current Exemption
Successfully complete the Judge Educator exam written and practical	Initially	No Exemption
Facilitate at least one Judge Education Clinic	Annually	No Exemption
Only use/deliver Accredited Judge education material as provided by ANWEL	Ongoing	No Exemption
Attend at least one National Judge Educator meeting WAVE Accredited Educator  Successful completion of level 2 exam.	Annually	No Exemption
Judge at least one State or National working equitation event	Annually	No Exemption
Maintain accurate records of judge candidates and results <sup>1</sup> of Judge Education Clinics. This is to include name, address, contact details of the Judge examination participant as well as pass/ fail and percentage mark.  Provision of a copy of records to the National Judge Coordinator.  The EPC will maintain a national register and ensure its security.	Ongoing	No Exemption

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<sup>1</sup> It is important for quality assurance and analysis purposes that accurate and complete information regarding the examination results are maintained.

Criteria	Frequency	Current Exemption
Attend judge education clinics facilitated by international WAVE judges	Biannually	No Exemption

### 6.3 Exemptions

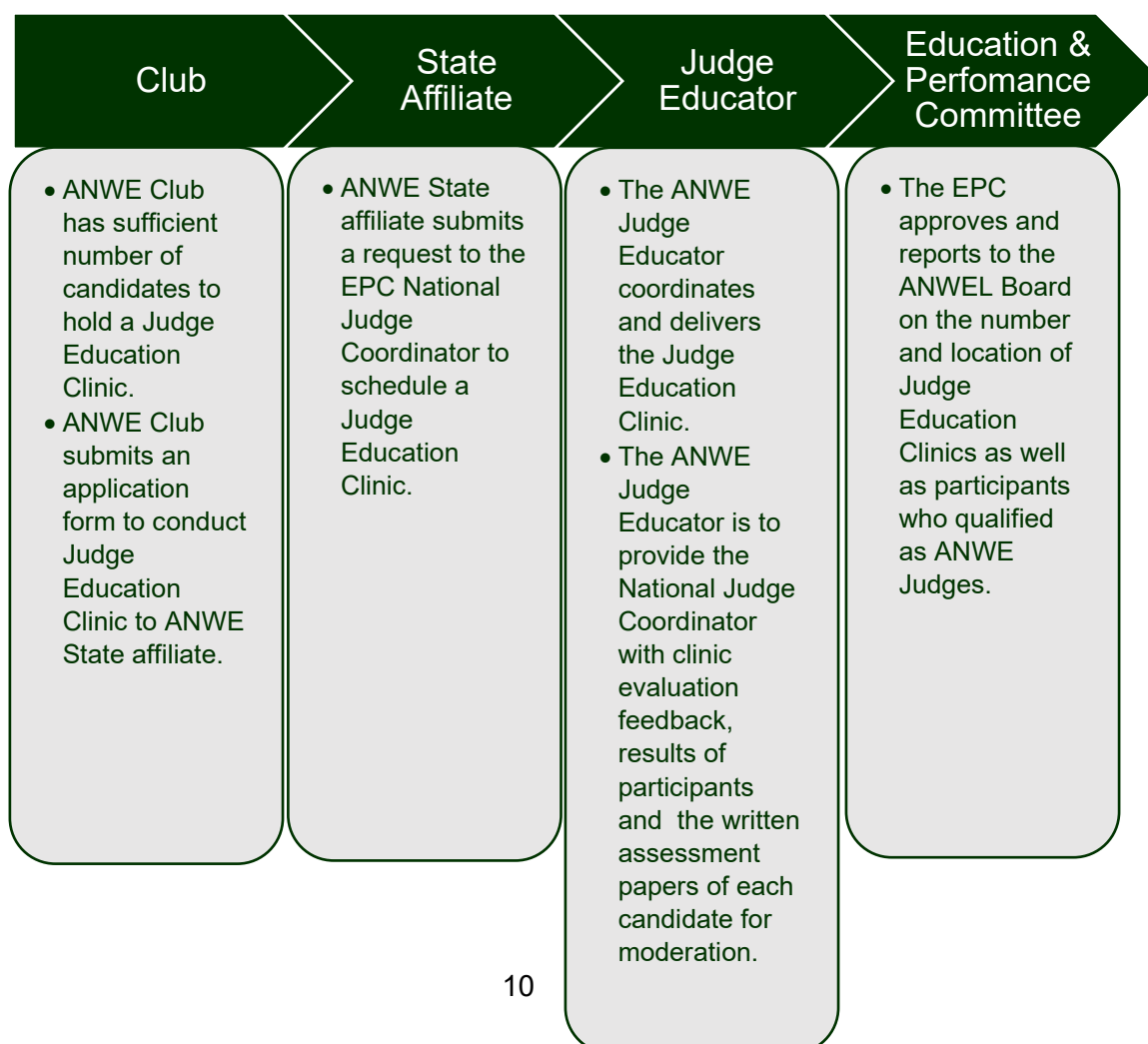
The EPC may make recommendations to the ANWEL Board for exemptions regarding the National Judge Accreditation Framework.

This may include, but is not limited to, exemptions regarding Judge returns, the number of events Judged, and Judge Education Clinics.

Exemptions may be due to disruptive/forced major events (e.g. pandemic, natural disasters) which may prevent compliance to Accreditation requirements.

## 7. JUDGE EDUCATION CLINICS

All ANWE clubs are encouraged to hold Judge Education Clinics. The following process outlines the steps to conduct an approved Judge Education Clinic.



Application forms to hold an ANWE Judge Education Clinic are located on the ANWE website [www.anwe.org.au/members](http://www.anwe.org.au/members) .

ANWE Judge Education Clinic applications will be responded to within 28 days of receipt.

## 8. NATIONAL JUDGE SYMPOSIUM

The EPC may coordinate an annual or biannual virtual National Judge Symposium.

The aim of the Symposium is to update Judges on any changes to education materials and discuss opportunities for the further development of Judges in Australia.

## 9. HOW TO BECOME A JUDGE EDUCATOR

ANWE Judges wishing to progress as Judge Educators must submit a written application to the EPC.

### Application Criteria

Applications must demonstrate the following criteria:

#### **Essential**

- A minimum of three years' experience as an Accredited ANWE Judge
- Current membership with an ANWE affiliated Club
- Current financial member of ANWE including Judge Levy
- Attendance at least two ANWE Judge Education Clinics or Club Protocol days within the last two years (as a presenter) with existing ANWE Judge Educator
- Attendance at the Judge clinic facilitated by the International Judge maybe virtual or in person.
- Successful completion of the Level 2 judges exam
- Completion of an 'Administration' session with the National Judge Coordinator
- Agree to meet all conditions of the ANWE Judge Accreditation Framework including the accurate maintenance and submission of records
- Be able to volunteer time and resources to support the development of Judge Education including facilitating clinics for affiliated States and Clubs

- Willingness to work in a positive and collegial manner, supporting the work of the National Judge Educators and embracing evolution in the judge education programme.

### **Desirable**

- Train the trainer/ workplace training and assessment and or educator qualifications
- Competed or have ridden at Debutante W or above level
- Willingness to travel and support Clubs outside of your region.

## **10. COMPLAINTS AGAINST ANWE JUDGES**

Should a complaint be lodged against an ANWE Judge related to professional performance and/or conduct, the following procedure is to be followed:

- a) any complaints against an ANWE Judge and/or Judge Educator is to be formally submitted in writing to the EPC within 14 days of the event.
- b) the complaint matter must be kept confidential by all parties
- c) the EPC shall respond to the complainant in a timely manner
- d) a nominated member of the EPC will investigate the matter of complaint(s) ensuring the principles of natural justice are upheld
- e) the Judge to whom the complaint is directed is to provide a written response to the details of the complaint(s)
- f) should the EPC consider that the type or number of complaint/s against a Judge warrants further consideration, a request may be made to the Judge:
  - to attend a meeting with a panel of Judge Educators
  - to attend a further Judge Education seminar
  - to participate in a mentor program with an experienced Judge Educator
  - to sit further assessment examinations
- g) should the matter be considered of a serious nature, the Judge may be suspended for a period
- h) Should the matter fall outside of the scope of Judge related performance and/or conduct, the Member Protection Policy is to be applied
- i) the EPC is responsible for keeping complete, accurate and confidential records of all complaint matters
- j) in the event the matter cannot be resolved, the EPC may refer the matter to the ANWEL Board

The ANWEL Board may at its discretion seek professional advice. The Board's decision will be final.

## 11. SUGGESTED FEES FOR JUDGES

The EPC makes recommendation for approval to the ANWE Board on suggested fees for Judges and Judge Educators.

The table below is provided **for guidance only**. Clubs and or State affiliates may negotiate other arrangements dependent on circumstance.

Type of Event Dressage and Maneability	Judge Fee Guideline	Travel Fee Guideline
Unofficial /Protocol Day	\$ per hour \$20 per hour (minimum \$20)	75 cents per km (capped at \$300)
Official Competitions/Championships	\$30 per hour (minimum \$50)	75 cents per km (capped at \$300)
Judge Education Clinics/ Judge Educators	\$350 per day	75 cents per km (capped at \$300)

## 12. COMPETITION JUDGES

It is the goal of ANWEL that all Judges will be ANWE Accredited for all phases of working equitation in Australia. It is acknowledged however that this will need to be achieved over the next two to three years to enable incorporation of:

- ANWE Accredited Dressage Judges
- ANWE Accredited Cattle Judges
- International Accredited Judges

### 12.1 Dressage Judges

ANWE currently recommends that all official competitions and championships have Equestrian Australia (EA) qualified Dressage judges or a national level ANWE Judge to officiate over the Dressage phase of working equitation in Australia.

### 12.2 Maneability and Speed Judges

All ANWE official competitions and championships must have an ANWE Accredited Judge officiate over the Maneability and Speed phases of working equitation in Australia.

### 12.3 Cattle Judges

It is recommended that Working Cattle Judges hold ANWE Judge Accreditation to ensure they are knowledgeable of the principles and rules of working equitation in Australia.

Cattle Judges at an ANWE event must have experience in working cattle and be capable of making proper assessment regarding the safety and welfare of horse, rider and beast.

Cattle Judges at an ANWE event must ensure a rider's brief has been conducted for the Cattle phase of working equitation events in Australia. It is the Cattle Judge responsibility to ensure all competitors are aware of the rules, and how the Judge will notify a competitor to stop if required. This is an important requirement that is aimed at ensuring the welfare of cattle, horse and rider (reference ANWEL Rule Book 17.11.1).