

UNITED STATES EQUESTRIAN FEDERATION, INC.  
ATHLETE SELECTION PROCEDURES  
2018 WORLD EQUESTRIAN GAMES  
VAULTING – SQUAD  
Tryon International Equestrian Center - September 10-23, 2018

**I. SELECTION SYSTEM**

**A. Minimum eligibility requirements for a vaulter to be considered for nomination to a Vaulting Squad**

*A Squad consists of 6 Vaulters together with 1 Lunger and 1 Horse, plus 2 reserve Vaulters, 1 reserve Horse and 1 reserve Lunger in accordance with FEI Vaulting Rules, [9th Edition, effective 1 January 2017], Article 705.*

- 1. Citizenship:** The vaulter must be a U.S. citizen and in compliance with FEI General Regulations, 23rd Edition, Article 119 (see <http://www.fei.org/>) at the time of application, selection, and until the conclusion of the 2018 FEI World Equestrian Games (“the Event”).
- 2. Minimum International Federation (IF) Requirements:**
  - a. There are no FEI qualification requirements for vaulters wishing to compete on the 2018 World Equestrian Games Vaulting Squad (the “Squad”) in accordance with the FEI Vaulting Qualifications Criteria which can be found on the FEI website at <http://www.fei.org/disciplines/vaulting/rules>.
  - b. There is no minimum age for members of a Squad in accordance with the FEI General Regulations 2018 [23rd Edition, 1 January 2009, updates effective 1 January 2018], Article 124 and the FEI Vaulting Rules [9th Edition, effective 1st January 2018], Article 702.1.
  - c. The horse must be a minimum of seven (7) years of age (the age is counted from January 1 of the year of birth) FEI Vaulting Rules [9th Edition, effective 1st January 2018], Article 717.1.
  - d. The vaulter and horse must be registered with the FEI.
  - e. The vaulter and horse must comply with FEI Rules for the Event.
- 3. Other Requirements:**
  - a. The vaulter must be an Active member of the USEF.
  - b. If the horse is U.S. owned, then the horse must be recorded with USEF pursuant to USEF GR1102.
  - c. Application – Vaulters wishing to be considered for the Event must complete and submit an online Application (Attachment A) with the appropriate application fee at [www.usef.org](http://www.usef.org). Applications submitted online on or before **April 1, 2018** will be charged \$300 per Application. Applications submitted online after **April 1, 2018** and received by USEF on or before **April 7, 2018** will be charged an application fee of \$1,000 per application. **NO APPLICATIONS WILL BE ACCEPTED AFTER APRIL 7, 2018. IF AN APPLICATION IS RECEIVED WITHOUT THE APPLICATION FEE, IT WILL BE ACCEPTED IF THE APPLICABLE FEE IS RECEIVED ON OR BEFORE APRIL 14, 2018.**

- d. Horse Loan Agreement: Owners of horses named to the FEI Nominated Entry (See I.C.1) must sign the USEF Horse Loan Agreement (Attachment C). A horse owner(s)' failure to sign the USEF Horse Loan Agreement may result in the removal of the horse and/or vaulter from the FEI Nominated Entry.
- e. The vaulter and horse owner(s) must certify, by signing the online Application (Attachment A), that they have received and read the Squad Selection Procedures, the USEF Code of Conduct (Attachment B), the USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment D), and the USEF Safe Sport Policy (Attachment E) and that they understand those documents, and that they agree to be bound by them.

**B. Tryout Events:**

1. **Below are the event names, dates and locations of all Selection Trials, Tryout Events and/or Preparation Events to be used as part of the selection process:** Squad vaulters wishing to be considered for the FEI Nominated Entry **must** complete a minimum of three (3) Qualifying Competitions as described below and written in the Athlete Memo distributed and posted on the USEF website, October 10, 2017.

All scores must be obtained during the designated qualifying period, which shall be from November 1, 2017 through July 16, 2018.

In the event the date of the Event is changed, the USEF Vaulting Sport Committee reserves the right to change the designated qualifying period and add additional Selection Trials. Vaulters will be notified in writing of any changes as soon as practicable.

**Qualifying Competitions:**

One (1) of these scores **must** be received from the following designated 2018 USEF Selection Trials.

**2018 Selection Trials**

- April 13-15 Vault Into Spring, Lynden, WA
- April 21-22 Mozart Memorial Vaulting, Sherwood, OR
- May 19-20 Garrod's Spring Classic, Saratoga, CA
- June 9-10 Woodside Vaulters Spring Fest, Menlo Park, CA
- June 19-21 Heart of the Rockies, Loveland, CO
- June 30 – July 1 USEF/AVA Region IX Championships, Lexington, VA

One (1) score **must** be obtained at any CVI 3\* or CVIO as defined by the FEI, held during the qualifying period. (A list of FEI qualifying events can be found on <http://www.fei.org/>).

The third score may be obtained at either a USEF Selection Trial or at any CVI 3\* or CVIO Competition during the selection period.

2. The above Selection Trials will offer Senior Squad Selection Trial Events which will be run in accordance with 2017 AVA Recognized International Events, Chapter III rules. **Exception: Per AVA rules the event consists of one round of Compulsories and Freestyle performed in separate sections. A second round of freestyle is optional. Selection Trial events will consist of one round, consisting of compulsories and freestyle.**

C. **Provided below is a comprehensive, step-by-step description of the method that explains how Squad vaulters will go through the selection process to become nominees:**

1. **USEF 2018 VAULTING WORLD EQUESTRIAN GAMES Selection Ranking**

**Lists:** The 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Selection Ranking List (“2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List”) will be compiled by using the sum of the one (1) highest score from the 2018 Selection Trials (see Section I.B.1) as of July 16, 2018, the highest score from a CVI 3\* or CVIO held during the qualifying period (January 15, 2018 – July 16, 2018), plus the next highest score from another Selection Trial or CVI 3\* or CVIO event during the Selection Period.

2. Squads must complete a minimum of three Qualifying Competitions as described below:

One (1) of these scores **must** be received from the Senior Squad Event at a Selection Trial. The second score **must** be obtained at any CVI 3\* or CVIO as defined by the FEI, held during the qualifying period as described in I.B.1. The third score **may** be obtained at either a Selection Trial or a CVI 3\* or CVIO during the Selection Period. The ranking score from the CVI competitions will be the first round score consisting of compulsories and freestyle. (Note: FEI rules allow either one or two rounds of freestyle.) The 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List will be posted no later than July 16, 2018 at [www.usef.org](http://www.usef.org).

Squads are responsible for reviewing the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List after July 16, 2018 and notifying Laureen Johnson, USEF Director of Vaulting, in writing no later than July 18, 2018 of any discrepancies they may find in the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List. No changes will be accepted after July 18, 2018. The Selectors will confirm that the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List as posted on the USEF website is true and correct and accurately represents the scores attained by the Squad by no later than July 21, 2018. July 21, 2018 will be referred to as the **Date of Ranking Selection**. Squads will be ranked from the highest to lowest based upon the sum of the highest scores from one (1) of the 2018 Selection Trials, the highest score from a CVI 3\* or CVIO during the qualifying period, plus next highest score from either a Selection Trial or a CVI 3\* or CVIO during the Selection Period on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List on the Date of Ranking Selection as described above.

In the case of a tie on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List, the Squad with the highest single overall score from a single competition, either a 2018 Selection Trial or a CVI 3\* or CVIO as it currently appears on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List, will be ranked higher. If a tie still remains, the Squad with the second highest overall score from a single competition, as it currently appears on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List, will be ranked higher. This method will be used until a tie no longer exists.

**Any change to three (3) members of a Squad represents an entirely independent Squad and must be ranked separately on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List as of July 21, 2018.**

- 3. FEI Nominated Entry** – After July 16, 2018 but no later than seven (7) days prior to the closing date for the FEI Nominated Entry, August 13, 2018, and based upon the procedures set forth herein, the Selectors, in consultation with the Chef d’Equipe will recommend a ranked list of at least two (2) Squads up to the maximum number able to be nominated under FEI Rules for the Event for the “FEI Nominated Entry” to the USEF Vaulting Sport Committee, and subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors.

The FEI Nominated Entry will be named as follows in accordance with FEI Vaulting Rules [9th Edition, effective 1st January 2012, Effective 1 January 2018].

Squads will be named to the FEI Nominated Entry according to their ranking on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List on the Date of Ranking Selection as described in Section I.C.1., and may be subject to the discretionary option below in C.4.

The Squad may consist of eight (8) members who competed on that Squad in the three (3) competitions used to calculate the ranking score. If fewer than eight (8) members were used by the qualifying Squad at these three competitions during the qualifying period, up to two (2) additional members may be added to bring the Squad up to eight (8) members total. The additional Squad member(s) must have all paperwork submitted to the USEF prior to the Definite Entry, TBD. The additional Squad member(s) does not need to come from the club of the selected Squad or have been included on that given Squad’s original long list.

Any change to three (3) squad members are being substituted as described in Section I.C.I. then the Squad becomes a new Squad and will be ranked separately on the 2018 VAULTING WORLD CHAMPIONSHIPS Squad Ranking List as of July 21, 2018.

- 4. Discretionary Selection to the Nominated Entry List:** The Selectors have the option to name one Squad on the FEI Nominated Entry List to a position in the ranking of the Selectors choice in order to secure our nation’s best chances for success. The Selectors will consult with the Chef d’Equipe. The Squad choice must have at least one (1) eligible score within the selection period. Either that one score, or an average of two or three of their selection scores, must be the equivalent or higher than the average of the fifth ranked vaulters on the 2018 VAULTING WORLD EQUESTRIAN GAMES Squad Ranking List on the Date of Ranking Selection (July 21, 2018).
- a. The Selectors, in evaluating partnerships for discretionary selection purposes, shall base their evaluations on the following factors:
1. Previous international experience of the Squad, including the demonstrated ability to succeed in FEI competitions within the past four years.
  2. Previous international experience of the vaulters as Individual, Pas de Deux, and/or Squad vaulters and demonstrated ability to succeed in FEI competitions within the past four years.
  3. Previous international experience and/or success of the horse.
  4. Previous international experience and/or success of the squad/horse

partnership.

5. Prospect of the vaulters to win a Squad medal at the Event.

Selectors must reach their decision unanimously in order for a recommendation to use a discretionary option to be forwarded to the Vaulting Sport Committee, and with final approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors.

Remaining Positions – If a discretionary option is utilized, then all Squads following the position filled by the discretionary option will move down one place in the ranking, up to the maximum number able to be nominated under FEI rules.

- b. **Selection of Substitutes for the FEI Nominated Entry:** The remaining ranked Squads, up to the maximum number permitted under FEI rules for the Event, will be named as “substitute” Squads for the FEI Nominated Entry for the Event in order of their ranking.

Once the FEI Nominated Entry for the Event has been announced but prior to the deadline for the submission of the FEI Nominated Entry, August 13, 2018, Squads named to the FEI Nominated Entry may be substituted with a substitute Squad for medical reasons, for breach of the USEF Code of Conduct (Attachment B), failure to abide by the USEF Safe Sport Policy (Attachment E), or other exceptional circumstances having a direct bearing upon obtaining the best qualified partnership for the Event, in consultation with the Chef d’Equipe and with the majority vote of the Selectors, USEF Vaulting Sport Committee, and subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutions for medical reasons must also be documented by a physician(s) and approved by the USEF International Disciplines Council. (see Section IV.B.1. for further details regarding substitute of Squads.

5. **Declaration of Horse(s):** After July 16, 2018 but no later than seven (7) days prior to the closing date of the FEI Nominated Entry, August 13, 2018, all Squads who are named on the FEI Nominated Entry must supply the USEF with:
  - a. Name of the horse(s) on which they intend to compete.
  - b. FEI passport number of the horse(s).
  - c. Name of the horse’s owner(s).

**Note:** Vaulters may compete on horses not listed on their Application or included on the U.S. Nominated Entry if the horse meets all FEI requirements to participate in the Event, provided they are declared in accordance with FEI rules for the Event.

6. **Declaration of Lunger:** After July 16, 2018 but no later than seven (7) days prior to the closing date of the FEI Nominated Entry, August 13, 2018, all Squads who are named on the FEI Nominated Entry must supply the USEF with the name of the lunger(s) with whom they intend to compete. All lungers listed on the Squad application must comply with the following requirements:
  - a. The lunger(s) must be registered and in good standing with the FEI at time of application, selection, and until conclusion of the event.
  - b. The lunger(s) must comply with FEI Rules for the Event.

- c. All lunger(s) named to the FEI Nominated Entry, must certify, by signing the online 2018 World Equestrian Games Vaulting Application, Lunger and Horse Owner Signature Page (Attachment F), that they have received and read the Vaulting Selection Procedures for the Event and the USEF Code of Conduct (Attachment B), and the USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment D), USEF Safe Sport Policies Handbook (Attachment E) and that they understand those documents, and that they agree to be bound by them.

**Note:** Squads may use lungers at the Event not listed on their Application or included on the U.S. Nominated Entry if the lunger meets all FEI requirements to participate in the Event provided they are declared in accordance with FEI rules for the Event.

- 7. TBD: FEI Definite Entry:** After the FEI Nominated Entry, TBD but no later than seven (7) days prior to the closing date for the Definite Entries, TBD for the Event, the USEF will nominate up to the maximum number of Squads allowed by the FEI for the Event. The USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors, acting upon the Selectors' certification that the Selection Procedures have been followed and their recommendations to the USEF Vaulting Sport Committee, will nominate up to the maximum number of Squads permitted according to the FEI rules, (one (1) Squad) based upon the procedures and ranking as set forth in Section I.C.1. The vaulters will be the same as those originally approved at the time of the FEI Nominated Entry unless a Substitution is made in accordance with the criteria outlined in Section IV.B.1.

The USEF Board of Directors, or an Ad Hoc Selection Group approved by the USEF Board of Directors, acting upon the Selectors' certification that the Selection Procedures have been followed and their recommendation to the USEF Vaulting Sport Committee, will also nominate the remaining Squads on the FEI Nominated Entry as substitutes in order of their ranking on the FEI Nominated Entry.

- 8. After the acceptance of the Definite Entry and before the Declaration of Starters:** After the Definite Entry, has been submitted to the FEI, a Squad may only be substituted with a substitute Squad in accordance with the FEI Regulations Rules for Vaulting, [9th Edition, effective 1st January 2018], and/or according to the following criteria. A Squad may only be replaced with a substitute Squad for veterinary reasons, if a Squad cannot vault on another horse, for medical reasons, or for breach of the USEF Code of Conduct, or for failure to abide by the USEF Safe Sport Policies, based upon the approval of the Chef d'Equipe and with the concurring approval of at least three (3) of the five (5) Selectors, one of whom shall be the Active Athlete Selector and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutes for veterinary reasons must also be approved by the Team Veterinarian. Any substitutes for medical reasons must also be documented by a physician(s) approved by the USEF International Disciplines Council.

- 9. Declaration of Starters:** The declaration of starters will be done in accordance with the FEI Vaulting Rules, [9th Edition, effective 1st January 2018], Article 706.

- D. Provided below are the names of all committees/groups who oversee the selection process, including the name(s) and role(s) of their members.** The USEF Vaulting Sport

Committee will oversee the selection process, which process shall be reviewed and recommended by the USEF International Discipline Council, and approved by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. (See Attachment H for list of USEF Committees, their roles, and list of members).

**E. Other Considerations:**

**1. Equine Drug Testing:** All applicant horses are subject to drug testing both in competition and out of competition.

In-Competition. All horses entered to compete in any FEI or USEF competition are subject to drug testing at any time from when the competition begins until the competition ends or beginning when the horse arrives for the competition until the competition ends, whichever beginning occurs first. Blood and/or urine samples may be collected and tested for substances prohibited or forbidden under the subject competition rules. National competitions may invoke GR 409 whereby samples will be tested for FEI prohibited substances, including metabolites and markers.

Positive Finding. At any time during the selection period that the presence of a prohibited or forbidden substance, or a metabolite or marker, is detected in the sample collected in-competition, the results, including the level detected for controlled medications, will be reported to the USEF Chief Executive Officer and General Counsel, who will notify the Director of Sport Programs or the Discipline Director for the dissemination of information as appropriate. In such instance, the positive finding may result in the elimination of the horse and/or athlete from the Selection Process. Before elimination occurs, the owner and athlete will be afforded a hearing by a panel (“Selection Hearing Panel”) comprised at least one member of the applicable discipline Sport Committee along with at least two members of the Hearing Committee, one of which must be an Eligible Athlete. The Chairman of the USEF Veterinarian Committee, or his designee, may serve Ex Officio and a member of the Veterinarian Panel selected for the event may serve Ex Officio.

Out-of-Competition. Blood and/or urine samples may be collected out-of-competition at any time throughout the selection period, which is defined as commencing on April 1, 2018, following notification to the applicant at least 24 hours prior to collection of samples. Samples collected from horses out-of-competition will be tested for the presence of substances prohibited by the FEI, including metabolites and markers. Failure to make the horse available for collection of samples may result in the elimination of the horse and/or athlete from the Selection Process. Before elimination occurs, the owner and athlete will be afforded a hearing by the Selection Hearing Panel.

Positive Finding. At any time during the selection period that the presence of a prohibited or forbidden substance, or a metabolite or marker, in the sample, the results, including the level detected for controlled medications, will be reported to the USEF Chief Executive Officer and General Counsel, who will notify the Director of Sport Programs or Discipline Director for dissemination of information as appropriate. In such instance, the positive finding may result in the elimination of the horse and/or athlete from the Selection Process unless the Veterinary Panel appointed for the selection of the Event certifies that the substance detected has been approved or is legitimate and appropriate under the circumstances. Before elimination occurs, the owner and athlete will be afforded a hearing by the Selection Hearing Panel.

This provision does not abrogate the enforcement of applicable equine anti-doping rules at Federation licensed competitions, including competitions where GR 409 is invoked whereby samples will be tested for FEI prohibited substances, including metabolites and markers.

Also see the section on Veterinarian Treatment, a violation of which may result in elimination under this provision. Before elimination occurs in either instance, the owner and athlete will be afforded a hearing by the Selection Hearing Panel.

## **USEF GR409.2 Equine Drugs and Medications, Prohibited Substance Provisions**

No horse and/or pony competing in a Breed or Discipline designated as (or part of) a No Prohibited Substance Group is to be shown in any class at a competition licensed by the Federation if it has been administered in any manner or otherwise contained in its tissues, body fluids or excreta a prohibited substance as defined in the FEI Equine Anti-Doping and Controlled Medication Regulations, which can be found at [www.fei.org](http://www.fei.org).

2. **Soundness** - Horses that are candidates for selection for the Event may be examined at any time during the selection process (which is defined as commencing on the application deadline, April 1, 2018) for soundness by the Team Veterinarian with the recommendation of the USEF Vaulting Sport Committee, and approval of the USEF Board of Directors. Horses found to be unsound by the Team Veterinarian may result in the elimination of the athlete/horse combination from the selection process, but only with the recommendation of the USEF Vaulting Sport Committee and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
3. **Team Veterinarian Request** – Horse owners and/or Lungers, **at their own expense**, shall make available, upon the request of the Team Veterinarian, 24 months' worth of complete veterinary records of horses being considered for selection. In addition, applicants, **at their own expense**, shall be responsible for supplying any follow-up diagnostic information requested by the Team Veterinarian for horses being considered for selection. Horse Owners and/or Lungers, **at their own expense**, shall complete any treatment prescribed by the Team Veterinarian, after consultation with the horse's treating veterinarian if such a consultation is requested by the athlete, for horses being considered for selection. Failure to comply with any reasonable request of the Team Veterinarian may result in the removal of the horse and/or athlete from the selection process upon the recommendation of the Team Veterinarian and the USEF Vaulting Sport Committee, and approval by the USEF Board of Directors or an Ad Hoc Selection group approved by the Board of Directors.
4. **Veterinary Treatment** – From the time the Short List/FEI Nominated Entry/Squad is announced, TBD, and until to the departure of the horses for the World Equestrian Games venue for the purpose of competing in the Event, athletes on the Short List/FEI Nominated Entry/Squad will be required to obtain written permission from the Team Veterinarian prior to Short Listed horses being treated by any person other than the Team Veterinarian. This permission must be obtained by using an official USEF Vaulting Veterinary Treatment Request Form (Attachment I).

If applicants are using foreign owned borrowed horses, it is highly recommended that a Certificate of Health stating the horse is fit to compete under Equine Athlete Drug and Medication Rules (EADMR) be submitted to the Team Veterinarian as soon as practical.

Failure to adhere to this policy and/or the directives of the Team Veterinarian as outlined on the USEF Vaulting Veterinary Treatment Request Form may result in the removal of the athlete/horse combination from the selection process upon the recommendation of the Team Veterinarian and the USEF Vaulting Sport Committee, and approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.



5. **Medical Request** - In the event of illness or injury, applicants may be required to submit to a medical examination by a physician(s) approved by the USEF International Disciplines Council any time during the selection process for the purposes of determining the applicant's ability to compete at the Event. Failure to submit to such examination may result in the removal of the applicant from the selection process upon the recommendation of the USEF approved physician(s) and with the approval of the USEF Vaulting Sport Committee and the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors. Following the examination, should the USEF approved physician(s) find the applicant to be unfit to compete, the applicant will be removed from the selection process with the recommendation of the USEF Vaulting Sport Committee, and the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.

## II. **DISCRETIONARY SELECTION (if applicable)**

- A. **Rationale for utilizing discretionary selection:** The option of discretionary selection is used to field the best Team possible in the Event.

B. **Discretionary criteria and how it will be used:**

- I.C.2.a – Selection for the Short List – Discretionary Selection
- I.C.2.b. – Selection of Substitutes
- I.C.5 – FEI Definite Entry
- I.C.6 – Declaration of Starters

### **Discretionary Selection Committee:**

1. **Names of the committee(s) that will be responsible for the discretionary selection:**

- USEF Vaulting Chef d'Equipe
- USEF Vaulting High Performance Selectors
- USEF Vaulting Team Veterinarian
- USEF Vaulting Sport Committee
- USEF Board of Directors or Ad Hoc Selection Group

2. **Complete list of the members of the committee(s), their titles and their NGB role that qualifies them to serve in this capacity:** See Attachment H for list of USEF committees, their roles, and list of members.

**Selectors:** Five (5) individuals (the "Selectors") will be appointed by the USEF International Disciplines Council upon the recommendation of the USEF Vaulting Sport Committee. The Selectors are subject to the USEF Code of Conduct and Code of Ethics and Conflict of Interest Policies of the USEF (Attachment G), or breach of the Safe Sport Policy. The Selectors are members of the Vaulting community who are knowledgeable and experienced in Vaulting at the international level, and are senior active members in good standing of USEF, including a minimum of one Vaulting Eligible Athlete Representative as defined by the USOC (see Definitions on page 14) but who is not an applicant for the 2018 Vaulting World Equestrian Games (the "Eligible Athlete Representative Selector"). In making their decisions, the Selectors will consult with the Chef d'Equipe, and the Team Veterinarian recommended by the USEF Vaulting Sport Committee and approved by the USEF International Disciplines Council.

A minimum of one (1) Substitute Selector will also be named. A Substitute Selector will take the place of a Selector who has a conflict of interest or a substantial appearance of a conflict of interest. There will be a minimum of 20% Eligible Athlete Representation on the panel of the Selectors.

### **III. REMOVAL OF A SQUAD**

#### **A. A Squad may be removed from the Short List/ FEI nominated Entries for any of the following reasons, as determined by the USEF and in accordance with the procedures:**

- Voluntary withdrawal. An athlete must submit a written letter to the USEF CEO.
- Injury or illness as certified by a USEF approved physician (or medical staff). If an athlete refuses verification of their illness or injury by a USEF approved physician (or medical staff), their injury will be assumed to be disabling and they may be removed.
- Violation of the USEF's Code of Conduct (Attachment B).
- Failure of an owner to sign the Horse Loan Agreement (Attachment C).
- Injury or illness of the horse as determined by the Team Veterinarian and/or Veterinary Panel. If an athlete and/or horse owner refuses to have the horse examined by the Team Veterinarian and /or Veterinary Panel, the injury or illness will be assumed to be disabling and the horse may be removed.
- Exceptional circumstances having a direct bearing upon obtaining the best qualified team for the Event, in consultation with the Chef d'Equipe and Selectors.
- Detection of a prohibited substance in the horse.
- Failure to adhere to all WADA, FEI, USEF, and USADA anti-doping protocols, policies and procedures including participation in out-of-competition testing as required by the WADA, FEI, USADA Rules.
- Failure to comply with a request of the Team Veterinarian or with the USEF Vaulting Veterinary Treatment Request Form protocols.
- Failure to submit a written request not to attend the mandatory training session prior to the start of the mandatory training session, if possible, but no later than the conclusion of the mandatory training session to the USEF Vaulting Sport Committee.
- Failure to adhere to the agreed upon plans and/or directives of the Chef d'Equipe.
- Failure to comply with the USEF Safe Sport Policy (Attachment E).
- Any other reason expressly written herein these Procedures.

In these procedures the removal of an athlete is closely related to the process by which they will be substituted. Therefore, the reasons for which an athlete may be removed are thoroughly addressed in Section V.B.2.

### **IV. SUBSTITUTION OF ATHLETE/HORSE COMBINATIONS.**

A. A Squad removed from the Short List/Nominating Entry pursuant to this provision has the right to a hearing per USEF's Bylaws, Article 703 and USEF General Rules, Chapter 6, GR 605 or USOC Bylaws, Section 9.

#### **B. A Squad may be removed from the FEI Definite Entries, at any time for the following reasons, as determined by the USEF in accordance with these procedures:**

- Voluntary withdrawal. An athlete must submit a written letter to the USEF CEO.
- Violation of WADA, FEI, USEF, USADA anti-doping protocol, policies and procedures.
- Injury or illness as certified by a USEF approved physician (or medical staff).
- Injury or illness of the horse as determined by the Veterinary Panel and/or Team Veterinarian.
- Violation of the USEF Code of Conduct (Attachment B).

- Failure to comply with the USEF Safe Sport Policy (Attachment E).

**C. An athlete may be removed from the Short List/FEI Nominated Entry, FEI Definite Entries, Squad, or Team at any time for violation of WADA, FEI, USEF, USADA anti-doping protocol, policies and procedures (See II. A. and B. above).**

**V. SUBSTITUTION/REPLACEMENT OF ATHLETES/HORSE COMBINATIONS**

**A. Following is the process by which the substitution/replacement pool of athlete/horse combinations will be identified:** One or more substitute athlete/horse combinations will be named to the Short List/FEI Nominated Entry.

**B. Substitution/Replacement athletes and horses will be selected, should a vacancy occur, according to the following method:**

- 1. Prior to acceptance of the FEI Nominated Entry:** Once the FEI Nominated Entry, August 13, 2018, for the Event has been announced but prior to their submission of the FEI Nominated Entry, a Squad may be substituted with a substitute Squad in order of the ranking on the FEI Nominated Entry as outlined in Section I.C.1. for veterinary or medical reasons, for breach of the USEF Code of Conduct, breach of the Safe Sport Policy, for failure to sign the USEF Horse Loan Agreement, or other exceptional circumstances having a direct bearing upon obtaining the best qualified Squad for the Event, upon the recommendation of the Chef d'Equipe and with the majority vote of the Selectors, and USEF Vaulting Sport Committee and subject to the final approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutions for medical or veterinary reasons, must also be documented by a physician(s) or veterinarian(s) respectively approved by the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors.
- 2. After the submission of the FEI Nominated Entry and prior to acceptance of the FEI Definite Entry:** Once the Squads and substitutes for the Event have been announced and prior to the closing date for the Definite Entry, TBD, a Squad may only be substituted with substitute Squad in order of their ranking on the FEI Nominated Entry as outlined in Section I.C.1. for veterinary or medical reasons, or for breach of the USEF Code of Conduct, breach of the Safe Sport Policy, or for failure to sign the USEF Horse Loan Agreement, or other exceptional circumstances having a direct bearing upon obtaining the best qualified Squad for the event, upon the recommendation of the Chef d'Equipe and with the majority vote of the Selectors, and USEF Vaulting Sport Committee, and subject to final approval by the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors. Any substitutions for medical or veterinary reasons must also be documented by a physician(s) or veterinarian(s) respectively approved by the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors.

Any substitution for veterinary reasons other than voluntary withdrawal must have the approval of the Team Veterinarian approved by the USEF International Disciplines Council.

Any substitution for medical reasons other than voluntary withdrawal must be documented by a physician(s) who is approved by the USEF International Disciplines Council.

3. **After the acceptance of Definite Entry and until one hour before the first horse inspection:** After the Squad has been accepted on the Definite Entry, TBD, the Squad may only be substituted with a substitute in with the FEI Regulations Rules for Vaulting, [9th Edition, effective 1st January 2018], for veterinary or medical reasons, or for breach of the USEF Codes of Conduct, for failure to abide by the USEF Safe Sport Policy, upon the recommendation of the Chef d'Equipe, the Selectors, the Vaulting Sport Committee or its designees, and subject to the approval of the USEF Board of Directors or an Ad Hoc Selection Group approved by the USEF Board of Directors.

Any substitute for veterinary reasons must also have the approval of the Team Veterinarian approved by the USEF International Disciplines Council.

Any substitute for medical reasons must be documented by a physician(s) approved by the USEF International Disciplines Council.

**C. Group or committee that will be responsible for making athlete substitution/replacement determinations:**

1. **Group or committee who determine the substitution/replacement pool:** USEF Vaulting Selectors, USEF Vaulting Sport Committee, the USEF International Discipline Council, and the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors (Attachment H).
2. **Group or committee who determine a substitution/replacement to the Short List/ Nominated Entries, Team and/ or individuals:**
  - a. **Prior to acceptance of nominations by the FEI:** USEF Vaulting Selectors, USEF Vaulting Sport Committee, and the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors (Attachment H).
  - b. **After acceptance of nominations by the FEI:** USEF Vaulting Selectors, USEF Vaulting Sport Committee, and the Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors (Attachment H).
  - c. **Definite Entries: After arrival at the Competition Venue:** Members of the groups and committees listed in IV.C.2.b. above who are physically present at the Venue. See IV.C.2.b. above.
  - d. **After the First Horse Inspection:** See IV.C.2.c. above.

**VI. SUPPORTING DOCUMENTS** – USEF will retain all approved Selection Procedures and all supporting documents, including evaluation forms and data from the selection process for at least six months following the date of the Closing Ceremonies of the Event.

**VII. REQUIRED DOCUMENTS** – The following documents are required to be properly executed by applicants and horse owners as a condition of nomination for the Event and are included as attachments:

- Application (Attachment A)
- USEF Code of Conduct (Attachment B)
- Horse Loan Agreement (Attachment C)
- USEF Release, Assumption of Risk, Waiver and Indemnification (Attachment D)

Applicants and horse owners will be required to certify that they have received and read a copy of the USEF Code of Conduct and USEF Safe Sport Policy and that they understand the documents.

In addition, all persons participating in any decision made pursuant to the Selection Procedures including but not limited to the Team Veterinarian, Physicians, members of

the USEF Vaulting Sport Committee, USEF International Discipline Council, USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors will be required to abide by the USEF Code of Ethics and Conflict of Interest Policy (Attachment G) and USEF Safe Sport Policy (Attachment E).

Reference is made to the attached USEF Code of Ethics and Conflict of Interest Policy for a full and accurate statement of the requirements of that policy. In particular, however, no individual may participate in a particular phase of the selection process if, after full disclosure, the individual is found by the audit committee to have a disqualifying conflict of interest in the particular phase of the selection process in question per the attached USEF Code of Ethics and Conflict of Interest Policy.


- VIII. ADDITIONAL DOCUMENTS** – Applicants will be required to read the USEF Athlete Agreement (Attachment J) and are requested to sign this document.
- IX. PUBLICITY/DISTRIBUTION OF PROCEDURES** – The USEF approved Selection Procedures (complete and unaltered) will be posted/published by USEF in the following locations and will include the USEF approval date when known:
- USEF website - [www.usef.org](http://www.usef.org) - These procedures will be posted as soon as possible, but not more than 5 business days following approval by the USEF.
  - Other: the Selection Procedures and Application Packet will also be available by mail or email upon request.
- X. DATE OF NOMINATION** – The FEI Nominated Entries will be submitted to the FEI no later than July 21, 2018.
- XI. ANTI-DOPING REQUIREMENTS** – Athletes must adhere to all WADA, FEI, USEF, USADA protocols, policies and procedures. This includes participation in out-of-competition testing as required by WADA, FEI, USADA Rules, and as stated in these Selection Procedures.
- XII. DEVELOPMENT OF SELECTION PROCEDURES** – The following committees/groups were responsible for creating these Selection Procedures: USEF Vaulting Sport Committee, the International Discipline Committee and the USEF Board of Directors. See Attachment H for list of USEF committees, their roles, and list of members.
- XIII. USEF BYLAWS AND GRIEVANCE PROCEDURES** – The USEF Bylaws and Grievance Procedures can be found on the USEF’s website [www.usef.org](http://www.usef.org).
- XIV. INTERNATIONAL DISCLAIMER** – These procedures are based on FEI rules and regulations as presently known and understood. Any change in the selection procedures caused by a change in FEI rules and regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest information available to USEF. However, the selection procedures are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency. If any force of nature, or force majeure, should cause the alteration or cancellation of any of the selection events listed in this document, these selection procedures will be revised.
- XV. ATHLETE OMBUDSMAN** – Athletes who have questions regarding their opportunity to compete that are not answered by USEF may contact the USOC Athlete Ombudsman, Kacie Wallace, by:
- Telephone at (719) 866-5000
  - Toll-free telephone at (888) ATHLETE (1-888-284-5383)
  - E-mail at [kacie.wallace@usoc.org](mailto:kacie.wallace@usoc.org)

- [www.athleteombudsman.org](http://www.athleteombudsman.org)

**XVI. FUNDING DISCLAIMER** - Selection to the Team does not guarantee that funds will be available to send a team.

**XVII. DISCLAIMER** – Please see Attachment D – USEF Release, Assumption of Risk, Waiver and Indemnification.

**XVIII. NGB SIGNATURES:** I certify that I have read, understand and incorporated our IF standards/criteria into our Selection Procedures and that the information provided herein regarding these Selection Procedures represents the method approved by the United States Equestrian Federation.

Position	Print Name	Signature	Date
USEF President	Murray Kessler		December 10, 2017
USEF Director of Vaulting	Laureen Johnson	<b>Laureen Johnson</b>	December 12, 2017

Any questions regarding these Selection Procedures should be addressed to Laureen Johnson, Director of Vaulting High Performance, United States Equestrian Federation, P.O. Box 83, Gladstone, NJ, 07934, Phone 859-225-7693, email: [lkjohnson@usef.org](mailto:lkjohnson@usef.org)

Approved by the USEF Vaulting Sport Committee on: November 28, 2017

Approved by the USEF International Disciplines Council on: December 5, 2017

Approved by the USEF Board of Directors on: December 10, 2017

## DEFINITIONS

**USEF VAULTING SELECTORS** - Five individuals (the “Selectors”) will be appointed by the USEF Board of Directors upon the recommendation of the USEF Vaulting Sport Committee and the USEF International Discipline Council. The Selectors are subject to the USEF Code of Conduct (Attachment B), Safe Sport Policy (Attachment E), and Code of Ethics and Conflict of Interest Policy of the USEF (Attachment G). The Selectors are Senior Active Members in good standing of USEF, who are also members of the Vaulting community and who are knowledgeable and experienced in Vaulting at the international level, and include a minimum of one Vaulting Eligible Athlete Representative as defined by the USOC but who is not an applicant for the Team (the "Eligible Athlete Representative Selector"). In making their decisions, the Selectors will consult with the Chef d'Equipe, and the Team Veterinarian. A minimum of one Replacement Selector will also be named. A Replacement Selector will take the place of a Selector who has a conflict of interest or a substantial appearance of a conflict of interest. There will be a minimum of 20% Eligible Athlete Representation on the panel of the Selectors.

**VAULTING ELIGIBLE ATHLETE REPRESENTATIVE** – A vaulter who meets the following criteria as defined by the USEF in Part IV-Athletes, Bylaw 401 of its Bylaws and the USOC in Section 8.8.2 of its Bylaws as eligible for membership on a “designated committee”.

- i) within the past ten (10) years, represented the United States in the Olympic or Pan American Games, or an Operation Gold event, or a World Championship recognized by the FEI for which a competitive selection process was administered the USEF/USET

and/or

- ii) within the past twenty-four (24) months, demonstrated that they are actively engaged in amateur athletic competition by finishing in the top half of the NGB’s national championship or a Squad selection competition for the events specified in paragraph above.

**SUBSTITUTE** – replacing a vaulter after the FEI Definite Entry has been submitted.

**REPLACEMENT** – Replacing a Vaulter/horse combination after the Final Entry has been submitted.

The following is a list of Attachments:

Attachment A	Squad Application
Attachment B	USEF Code of Conduct
Attachment C	USEF Horse Loan Agreement
Attachment D	USEF Release, Assumption of Risk Waiver and Indemnification
Attachment E	USEF Safe Sport Policy Handbook
Attachment F	Lunger and Horse Owner Signature Page
Attachment G	USEF Code of Ethics and Conflict of Interest Policy
Attachment H	USEF Committee List
Attachment I	USEF Veterinary Treatment Request Form
Attachment J	Athlete Agreement