



Measuring

Rules

2008



These rules are effective from 1 July 2008. From this date any text covering the same matters will be superseded

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General Information

1 Administration

- 1.1 There shall be one common EFA Official Measurement Card used by all EFA Branches and recognised by all Branches. Measurement Cards are issued by the Measurer at the measuring day
- 1.2 The horse shall be identified against its EFA Registration Papers/EFA National Identification Document/FEI Passport. If no such document can be produced, the horse may only be measured under the requirements of a horse not registered with the EFA
- 1.3 The EFA reserves the right to bring disciplinary action against, or suspend or eliminate any member or horse not complying with the measuring rules
- 1.4 Horses shall be measured in both centimetres and "hands" (4 inches). Heights shall be recorded in both scales
- 1.5 These rules apply to all EFA-registered horses, regardless of height, breed or sport
- 1.6 Swabbing may occur under the EFA Medication Control Policy and Equine Anti-Doping and Medication Control rules
- 1.7 No Measurement may be issued to a horse that has undergone a surgical operation on the withers. Any previous Measurements and Cards issued to such horses in the past must be cancelled

2 Matters not covered by the rules

Where any matter shall arise which relates to:

- any application for, issue of, or objection to a measurement
- any measurement of any horse under the National Measuring Rules
- the administration of the National Measuring Rules
- the interpretation of the rules
- the choice of the Official Measurers

and is not covered by the foregoing rules, the EFA State Branch shall consider all the relevant facts and give such directions relating thereto as may seem to them, in their absolute discretion, to be just and proper, including the right to measure a horse and insist the horse compete according to the re-measured height

3 Definitions

- 3.1 The term horse(s) refers to horses, ponies or galloways of any height
- 3.2 For horses born in the Southern Hemisphere, the age of the horse shall be reckoned from 1 August in the year in which it was foaled if foaled on or after that day. If foaled before that day it will be reckoned from 1 August the previous year
- 3.3 For horses born in the Northern Hemisphere the age shall be reckoned by the method above, but from 1 January

4 Qualified Measurers

- 4.1 As from 1 July 2008, all Measurers performing official EFA measurement of horses must be accredited for this function as an EFA Measurer. Each EFA State Branch must notify the EFA National Office of the names of their Measurers, and keep the National Office informed of changes to the list
- 4.2 Measurers and their Assistants are to maintain respect towards competitors/owners/handlers at all times
- 4.3 Measuring must be strictly systematic to maintain the validity of the process and as a defence to subsequent challenge
- 4.4 Conflict of Interest - No Official Measurer or any person assisting the Measurer shall measure or assist/record the measurements for a horse in his ownership, a horse belonging to his family, a horse he is training or a member of his family is training, or in which he has a vested interest.
- 4.5 Measurers shall not discuss the measurement of any horse except in an official capacity with Event Officials or other EFA Measurers
- 4.6 It is important at all times to be seen to be acting with complete integrity and responsibility and to ensure that any queries that may be raised are satisfactorily answered either at the time of measuring or in due course
- 4.7 All EFA Measurers should obtain a personal kit, which should contain the following:
 - Identity tag (available from the EFA)
 - File/notebook and clipboard with pens
 - Sunscreen, sun hat
 - Measuring Rules, EFA Measurement Cards and EFA Measurement Summary book, EFA Statements of Measurement

5 Records Maintained by the EFA

- 5.1 At each occasion that measuring occurs, a Measurement Summary sheet(s) shall be used to record all measurements performed on the day. The EFA Measurer is responsible for recording and submitting Measurement Summaries to the relevant EFA Branch Office within fourteen (14) days
 - 5.2 The EFA Branch Office will retain these Summaries. In the case of Ponies holding a Pony Dressage Card, the Branch must amend the electronic database record of the height of ponies from the height which they were initially registered at to the most current measurement
 - 5.3 The Measurer is to review each completed Summary sheet and sign at the bottom that the summary is correct
 - 5.4 Measurement Summaries will contain the following information:
 - Date of measurement
 - Venue of measurement
 - Name of Measurer and Assistant
- And in each row:
- Name of horse
 - Horse's EFA Registration number
 - Name of owner
 - Height as measured in centimetres AND hands (height without shoes – ie: after deducting the height of the shoes)
 - Pony Dressage: Yes/No
 - Measurement type: Annual/Limited/Life
 - Expiry date of the measurement (in line with length of above measurement type)
 - Measurer's signature
- 5.5 The Measurer shall also note any measurements that may be subject to an appeal/application for remeasurement to the EFA State Branch

6 Measuring Days

An Official Measuring Day shall be held providing that:

- The EFA State Branch or one of its State Sport Committees has approved the day
- The measuring day is advertised on EFA web sites and notices
- Measuring is only performed by an Official EFA Measurer
- Conditions set down in these EFA Measuring Rules are observed

7 Fees

- 7.1 The fee for measuring shall be set by each EFA State Branch
- 7.2 Any fee for measuring shall be paid by the owner/lessee
- 7.3 Fees may be varied or subsidised by the EFA State Branch
- 7.4 The EFA State Branch shall determine payment of Measurers' expenses, which may include but is not limited to:
 - Permitting the Measurer to keep a set portion of measuring fees collected
 - Payment of expenses upon submission of receipts
 - Pre-paying airfares and accommodation

8 Measurement Cards

- 8.1 The Card will contain those details as set out in 5.4 which are also contained in the Measurement Summary. Having been officially measured and issued with an EFA Official Measurement Card, the horse shall be entered in and compete in the height division which corresponds to the height on the Card
- 8.2 At least one Official Measurer shall attend each Measuring Day. The EFA Official Measurement Card must be completed by the Measurer who carried out the measurement
- 8.3 At least one Measurer shall sign the Card. A second signature, if required for any difficult measurements, may be that of the second Measurer or the Measurer's Assistant who is doing the recording
- 8.4 The latest measurement becomes the current measurement and supersedes any previous measurement
- 8.5 EFA Measurers must NOT alter EFA Registration Papers, EFA National Identification Documents or FEI Passports
- 8.6 EFA Measurers must not alter any other document issued by a non-EFA organisation or society
- 8.7 No other person is eligible to alter EFA Registration Papers, EFA National Identification Documents, FEI Passports or EFA Measurement Cards

8.8 **Annual Measurement** – Horses aged 5 years and over

The Annual Measurement is valid for 12 months from the date of measurement. The Measurement is automatically cancelled immediately a new Measurement is issued. A horse may be re-measured for an Annual Measurement a minimum of nine (9) calendar months after the date of the previous Measurement

8.9 **Limited Measurement** – Horses aged under 5 years

The Limited Measurement is valid for 6 months from the date of measurement. The Measurement is automatically cancelled immediately a new Measurement is issued

8.10 **Life Measurement**

Life Measurement may be permitted under some EFA Sport Rules for horses that have reached 8 years of age and have remained at a consistent height for the previous two annual measurements. The obtainment of a Life Measurement for one sport does not supersede requirements of any other sport for Limited or Annual Measurement

9 Measuring Area

Specifications of Measuring Area

- 9.1 The design of the measuring stick and the use of the stick shall be approved by the EFA State Branch. Prior to Branch approval, the stick must be certified by the state weights and measures authority, a surveyor or an engineer
- 9.2 The EFA Measurer carrying out the measurement has the responsibility that the stick he/she uses is an accurate one. The stick must be fitted with at least one spirit level and must be shod with metal
- 9.3 All measuring must be undertaken on a flat concrete surface which has been laid in a horizontal plane. The surface should be flat to within 0.25" (6mm). The entire area of the surface shall be required to conform to these specifications
- 9.4 Every two years, the measuring surface is to be checked by a qualified person (i.e. Engineer, Surveyor, Metrologist) and a copy of the written report (Certificate of Compliance) on the surface is to be forwarded to the State EFA Branch. Any new surface must also be certified before measuring may occur
- 9.5 The measuring surface should preferably be located in a quiet area free from avoidable disturbances and distractions which may unsettle the horse
- 9.6 The measuring area shall be at least partly fenced by post and rails, or be totally enclosed
- 9.7 Other Facilities
 - Access to covered shelter for the Measurer and Assistant
 - No public access at the discretion of the Measurer
 - There should be chairs for the measurer and assistant and a table or clip board on which the EFA Measurement Cards and Measurement Summary can be completed and a suitable money box for collection of fees

Measurement of EFA-Registered Horses and Ponies

10 Presentation of the Horse

- 10.1 Horses are to be presented with EFA Registration Papers/EFA National Identification Document/FEI Passport. No other documents will be accepted for a measurement that is to be recorded on an EFA Official Measurement Card
- 10.2 The EFA Measurer carrying out the measurement must identify the horse against one of these documents
- 10.3 Where the horse has been previously measured, it is preferable that the original record of the last measurement is presented
- 10.4 The Measurer will introduce themselves to the horse handler and advise that the horse handler must stay with the horse and observe all proceedings at all times until the measuring is complete
- 10.5 It is the responsibility of the owner, and in his interest, to ensure that the horse is well-handled, accustomed to the application of a measuring stick, and correctly prepared for measurement
- 10.6 All horses submitted for measurement must present in a bridle and bit and be in the care of one competent person only. The handler must be 16 years of age or older and must be wearing suitable enclosed footwear. The owner (if not the handler) may also observe the measurement, however other persons may not crowd the measurement area and surrounds. Directions from the Measurer or Assistant in this regard must be followed
- 10.7 Swabbing may occur under the EFA's Medication Control Policy and Equine Anti-Doping and Medication Control rules
- 10.8 At the time of measurement, if in the opinion of the Measurer
 - the horse is unfit to be measured for any reason, or
 - the horse presents evidence of improper preparation (this includes shoes and hooves, both of which must be of adequate thickness to compete), or
 - the conditions for measurement are unacceptable,the owner shall be informed that the horse will be measured at a later date, when it is in a fit condition to be measured. The Measurer's decision as to fitness and preparation for measurement shall be final and there is no appeal against this decision

11 Measurement of the Horse

- 11.1 Prior to commencing it is necessary for measurers to complete a preparation check list:
 - Meet with the Organiser of the Event/Measuring Day for any briefing that may be required and to receive an Event Program or competitor listing if required
 - Check the measuring site is level, and clear off any dirt or debris
 - Check the rails of the Measuring Stand to ensure that they are secure
 - Check that removable rails are available for limiting the horse's movement forwards or backwards whilst in the Measuring Stand
 - Check that the Measuring Stick, if fixed, is securely held by fixing bolts and nuts and is perpendicular. If the Measuring Stick is portable checks need to be made to ensure that it is correct
 - Check the height of the reading on the Measuring Stick is accurate by measuring from the underside of the measuring arm when in a horizontal position to the floor with a standard length pole with two level bubbles so it can be held vertically (i.e. 15hh reading on Measuring Stick measures at 152.4cm)
- 11.2 Shoes
 - The horse may only be measured either with all four shoes, two front shoes or without shoes. Horses with only hind shoes, or with one front shoe missing will not be measured.
 - If unshod, the horse must either have all four shoes removed and the feet correctly prepared and balanced as for shoeing, with the wall taken down level with the bearing edge of the sole. Excessive trimming of the feet is not allowed
 - A shoe allowance of up to 3/8" (1cm) will be deducted if the horse is shod
 - The exact amount of the shoe allowance shall be decided by the Measurer who has the right to measure the shoe and to use his discretion as to any allowance
 - Horses will not be accepted for measurement with "Grass tips"
- 11.3 Handling of the Horse
 - The horse should be handled quietly and allowed to relax before measurement is attempted. Relaxation has shown to produce significant changes in height
 - The time taken to check the identity of the horse and check for signs of improper preparation will usually be adequate time for the horse to relax (approximately 5 minutes)
 - In the event of a horse not relaxing or becoming unsettled the Measurer, at his/her discretion, may request that the horse be re-presented at a later time to give the horse the opportunity to relax and settle

11.4 Positioning of the Horse

- The horse must be positioned for measurement with the front legs parallel and perpendicular; the toes of the front feet should be in line.
- Both hind feet must be taking weight and as near perpendicular as possible; the toes of the hind feet should be not more than 15 cm out of line with each other
- The poll must not be lower than the highest point of the wither at the time of measurement

11.5 Measurement of the Horse

- The horse owner must have a clear view of procedures and be given an explanation of each step of the process
- The application of a twitch or a "tinker's grip" (skin twitch) is not permitted, nor is any other touching of the horse that is deemed unnecessary by the Measurer
- The measurement shall be taken at the highest point of the wither
- The measuring arm should be brought to the highest point quietly and gently so as not to unsettle the horse and must not be forced down on the wither but should touch gently
- Prior to reading the height of the measuring stick it is important to constantly check the position of the poll to ensure it is not lower than the wither and that the horse is standing with weight evenly distributed over all legs
- If the height indicated would necessitate re-classification of the pony/horse/galloway, special care must be taken to ensure that the horse is given every opportunity to fully relax
- The horse shall be measured twice only and shall spend a maximum of 10 minutes in the measuring area on each occasion. Where a second measurement is required the horse shall be returned to the Measurer no later than 1 hour after the time of the first measurement. This period may be shortened or extended at the discretion of the Measurer

12 Completion of the Measurement Card and Summary

- 12.1 If the Measurer is in any doubt with regard to the measurement (especially where a horse is borderline or where the horse is presented a second time), he/she should not proceed with the issue of the EFA Official Measurement until the horse has been jointly measured or (if no second measurer present) measurement sighted and confirmed by the assistant
- 12.2 Once the horse has been presented for measurement the Measurement Card and Summary shall be completed. The only exceptions to this Rule are 11.3 and 11.5 (horse not settling) and 10.8 (horse or conditions not fit for measurement)
- 12.3 The required paperwork for each measured horse is;
- A completed and signed row on the horses' EFA Official Measurement Card
 - A completed row on the EFA Measurement Summary Sheet (plus sign off the whole sheet at the end)
- 12.4 Return the EFA Official Measurement Card to the Horse Owner
- 12.5 Send the Measurement Summary and any fees due to the EFA State Branch Office
- 12.6 In the event of an Official Measurer not being satisfied with any aspect of the measurement, the Measurement Card should not be completed/issued and the matter referred to the state's Chief Measurer

13 Right of Appeal and Remeasurement

- 13.1 The owner of a horse has the right to appeal to the EFA State Branch against an Official Measurement. The appeal shall be in writing within seven (7) days of the date of measurement, accompanied by a fee of \$100. This fee is non-refundable regardless of the outcome of the appeal
- 13.2 No other party may appeal or protest a measurement
- 13.3 The appeal shall provide the following:
- Name of horse and of owner
 - A photocopy of the Measurement Card
 - The reason for the appeal
- 13.4 The EFA State Branch shall decide if the horse will be remeasured
- 13.5 In the interim, the most recent Official Measurement (ie: the measurement being contested) shall stand and the horse shall be entered in and compete at the height measured
- 13.6 Re-Measurement of the Horse
- Where a horse is re-measured, the measuring will be in the presence of two (2) EFA Measurers, one of whom was not involved in the original measurement of the horse. The results of the remeasurement will be final
 - The horse's owner and the handler may be present, however no other observers are allowed except an EFA-appointed observer
- 13.7 Appeal and/or remeasurement may only occur once per calendar year

Measurement of Horses and Ponies not Registered with the EFA

Preamble

As a service to the wider Horse Industry, the EFA offers measurement services for horses that are not registered with the EFA. Horse owners may require a measurement for a number of reasons, such as registration with stud books or breed societies, measurement for sale of the horse, measurement for entry into competitions not administered by the EFA

14 Fees

- The fee for measuring shall be set by each EFA State Branch. Fees may vary from those set for the measurement of EFA-registered horses
- Any fee for measuring shall be paid by the owner/lessee

15 Statement of Measurement

- Whilst a measurement service is offered for non-registered horses, the EFA does not issue an Official EFA Measurement Card to such horses. Instead the EFA issues a **Statement of Measurement**
- A Statement of Measurement does not confer any rights upon the bearer and is not a valid Measurement Card for the purposes of entry to EFA Competitions. It is simply a statement that the horse has been measured by an EFA Measurer and was found to measure the height stated on the document
- If the horse is registered with some other organisation the original Certificate of Registration or other kind of identification document must be presented prior to the measuring of the horse
- Owners of horses with no prior registration or identification must complete the identification diagram on the statement of measurement before being accepted into the measuring area

16 Right of Appeal

There is no right of appeal against a **Statement of Measurement** as it does not confer any rights upon the bearer and is not a valid Measurement Card for the purposes of entry to EFA Competitions

Measurement on a Non-Certified Surface

Preamble

In remote areas, measurers may (on approval and at the discretion of the EFA State Branch) measure horses on an uncertified surface. This service may be provided to remote area owners/competitors who wish to receive measurement for registration or sale purposes or for entry into local (remote area) unofficial events/gymkhanas where an EFA Statement of Measurement may be accepted by the organising committee.

17 Non-Certified Surfaces

- Definition of Remote: A remote area is defined as more than 4 hours drive from a certified measuring location used by the EFA for official measuring. Certain other circumstances will be considered upon application to the EFA State Branch who will decide the case on its merits
- A Statement of Measurement is the only form of documentation that may be issued when measuring on an uncertified surface
- Rules 14, 15 and 16 (above) also apply to measurements on non-certified surfaces