

GR 1125. Warning Card. Effective 3/1/04

1. A Warning Card may be issued by a Steward or Technical Delegate against any competitor or participant for improper conduct, or for non-compliance with the rules, provided the issuer considers the conduct not severe enough to cause the issuer to file formal Charges pursuant to GR 604.

2. To issue a Warning Card the Steward or Technical Delegate must complete a Warning Card Report Form, and must provide a copy to another official officiating at the competition (Steward, Technical Delegate, Judge or Competition Manager) who must sign the Form acknowledging receipt of the copy. Copies of the Form signed by the two officials must be given to the alleged offender at the competition and sent to USEF with the Steward or Technical Delegate Report Form and noted therein.

3. Upon receipt of the Form, USEF will send an acknowledgment of its receipt of the Form to the alleged offender and advising of the provisions of this Article.

4. The issuance of a Warning Card shall not prevent the Executive Director or any other person entitled to file a Charge pursuant to GR 603 or entitled to file a Protest pursuant to GR 602, including the official acknowledging receipt on the form, from investigating the matter and filing a formal Charge or Protest pursuant to GR 602 and GR 603.

5. Within 60 days following the receipt by the Federation of a third Report Form indicating that a competitor or participant has been issued three (3) Warning Cards within a twelve (12) month period the Executive Director may issue a formal Charge pursuant to this Rule and GR 604 alleging that the rules have been violated on all or any one of said three occasions, for hearing and determination by the Hearing Committee pursuant to Chapter 6 of the Rules. If the Hearing Committee following said hearing finds that the rules were violated on all or any one of said three occasions, it may in its discretion order the imposition of penalties pursuant to Chapter 7 of the Rules.

Office procedure: The following is an overview of the internal process for handling the Warning Cards.

- All Warning Cards received will be logged into a database by the Rules Compliance Department staff.
- The alleged offender will be notified that the Warning Card has been received in our office.
- If additional information is needed from the steward or technical delegate, they will be contacted.
- USEF may investigate the incident and may conclude that the alleged offense should be addressed by a formal charge.
- The internal tracking system will alert staff to any person who has received three Warning Cards within a 12-month period. At that point, the person will receive an administrative review and face possible penalties.



Warning Card Guidelines

For
Stewards and
Technical Delegates

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Effective December 1, 2003, stewards and technical delegates will be able to issue a Warning Card at USEF recognized competitions. The Federation Board of Directors approved changes to the original wording of GR 1125 at their January 2004 meeting. The guidelines contained in this brochure were developed with input from relevant committees and councils. The purpose of this publication is to provide licensed officials and competition management with guidelines to help determine the appropriate issuance of a Warning Card and in correctly documenting and completing the Warning Card.

First and foremost, a Warning Card is not meant to replace a charge. If a rule violation warranted a charge prior to Warning Cards going into effect, the same rule violation is still subject to a charge being filed by the steward, technical delegate, or member of competition management.

Second, a Warning Card is not meant to replace a steward's or technical delegate's responsibility to point out in a diplomatic manner any instance where Federation rules are not enforced. Personal interaction with the alleged rule offender comes first.

Determination of Use

Warning Cards are meant for offenses which are of a less serious nature. Consider whether or not, if found guilty, the offender would be likely to be disqualified from the competition, or receive other penalties after a hearing. If the answer is yes, then the offense is not minor and warrants a charge.

While not limited to the following, a Warning Card could be considered for the following circumstances. This would normally be after the alleged offender has been personally spoken to by the steward or technical delegate but repeats the violation:

- Poor sportsmanship: losing temper, being belligerent, using foul language, or acting in a rude manner towards officials, other competitors or to staff/management to a **lesser degree** not warranting a charge.
- Not following local rules of the competition such as smoking, leash laws, manure disposal, use of golf carts.
- Excessive schooling that is **not** to the point of being considered abuse; shaking of whips or other objects outside or inside the ring; electronic communication violations.
- **Minor** instances of illegal equipment and whips in the schooling areas.
- **Minor** instances of illegal schooling jumps.

Completion of Warning Card

There are three sections to the Warning Card form. Complete documentation of the incident and the correct submission of the form are essential. To do so will take some time and effort on the part of the steward and technical delegate, along with cooperation from competition management.

The revised wording of the Warning Card rule states that it is to be issued by the steward(s) or technical delegate(s) against any competitor or participant for improper conduct, or for non-compliance with the rules, provided the issuer considers the conduct not severe enough to cause the issuer to file formal charges pursuant to GR 604.

Step 1: Record the name, USEF number, and address of the person to whom the Warning Card is being issued. Once the identity of the person who is to receive the warning is established, the balance of the information can be obtained from the entry form signed by the person. If the person is not an exhibitor, but is still bound by our rules due to their conduct and/or affiliation with an exhibitor, record as much identifying information as possible.

Step 2: Record the name of the competition, along with the competition id# if the latter is available. Record the rule number of all relevant rules that relate to the warning. Record a description of the incident. If more space is needed to describe the incident, attach as many additional pages as are necessary.

Step 3: Complete the information regarding each official who is signing the form. Include the date the form is signed.

Please press firmly to make sure that all copies are legible. Send the original to the Federation's office in Lexington, Kentucky along with your steward or technical delegate report. Give the yellow copy to the alleged offender. The green copy is to be kept by the first official who signed; the blue copy by the second official who signed.

NOTE: If a person refuses to physically accept the Warning Card, the issuing officials will still submit the Warning Card to the Federation's office.