



Organisation of a sanctioned Competition of the International Mounted Games Association

This is version 2014.7 of this document.

It has been completely revised for 2014 following the decisions made in November 2013 to alter the structure of Pairs and Individuals competitions.

Other updates are also included.

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1. Introduction

The aim of this document is to provide guidance for the successful organisation of IMGA sanctioned Mounted Games competitions.

The content has been taken from the Rule Book, other official IMGA documents, and discussions and agreements reached by the International Representatives at IMGA's annual meetings and documented in the official records of those meetings.

In particular, at the meeting in November 2013 there was agreement to completely re-structure Pairs and Individual competitions.

Not all of these points have previously been assembled into a single document.

Much of what is presented here is simply "common sense" or "what everyone knows", but it's still worth having it all set down clearly as a reference point for the organisers of competitions, and as a definitive source for the resolution of any disputes which may arise.

The task of organising and running a major competition is long and complex, and it is hoped that this document will provide assistance for those prepared to undertake it.

Scope of application of this document

Currently covered by this document are those events agreed as "IMGA sanctioned". They are listed in the Rule Book under GR 14.

At the time this document was last updated (January 2014), those competitions were listed as :

- World Team Championship
- World Pairs Championship
- World Individual Championship
- European Team Championship
- European Individual Championship
- Five Nations Championship

Terminology

This document contains "guidance" for competition organisers, but this may be understood in different ways, and with different levels of enforcement required.

Some points are simply good advice, based on past experiences and known to produce high quality results. They are marked **Hint**. Other recommendations may be stronger, but still not compulsory.



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They are recognised by use of the word **should**.

And then there are rules and requirements which absolutely must be followed.
Labelled **must**.

A certain amount of sensible judgement must, therefore, be used when using this document, but an attempt is made in the text to differentiate between the different levels.

- | | | |
|------------------------|---|---|
| Hint | = | good advice |
| Should be | = | nice to have, not essential, but highly recommended |
| Must be | = | essential requirements |



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2. Schedule

Phase 1 : Preparation

Bidding to host the competition

Applications to host major competitions are considered at the IMGA annual meeting usually held in November each year.

Applications are made 2½ years in advance. For example in November 2013, applications to host competitions in 2016 were considered.

For more detail, refer to "Procedures of the International Mounted Games Association - Procedure 3 Allocation of Hosting for IMGA Sanctioned Competitions".

The application should include :

- Dates
- Location
- Size, condition, and surface of playing area
- Provision for accommodation of riders, officials, and supporters
- Stabling
- Provision of ponies for riders not able to bring their own
- First cost estimates

It is understood that 2½ years in advance, some of this information may not be available, but the bidders should go as far as possible with the provision of information.

In the case where there may be more than just one bidder, the International Representatives vote to decide which of the potential hosts is selected. They make their decision based on a number of factors, but the quality of the bid plays a large part in the decision.

Outline plans

At the IMGA annual meeting 1½ years before the competition, for example in November 2014 for competitions in 2016, an outline plan for the event is required. This is a development of the original application, but with more detail.

It may be that there still is a lack of precise information, but the selected host must be able to demonstrate that progress is being made according to the planned schedule, and that any unforeseen problems are being studied and resolved.

If this can not be done then the ability of the hosts to deliver the competition as promised may be called into question.



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Final presentation

At the IMGA meeting of the year prior to the event, for example November 2015 for a competition in 2016, a detailed presentation is required.

In addition to the further development of the previous year's outline plan, this must include specific information for :

- Detailed costs, entry fees for competitors, "supporter packages", cost of stabling, accommodation, etc.
- Schedule for entries and payment.
It is clearly in the interests of the organisers to know as early as possible how many riders/teams will take part.
Hint : To encourage early registration of entries and payment, discounts for early entries may be offered.
- Information on travel and accommodation (camping, B&B, hotels)
- Confirmation that all the requirements of this document will be provided.
- Nomination of officials.
Note : referees for IMGA sanctioned competitions are now selected by the International Representatives at the IMGA annual meeting prior to the competition. Other officials may be nominated directly by the organisers.

Pre-competition visit

Two pre-competition visits take place before the start of the competition to check the infrastructure and the state of advancement of the preparations.

Compliance with this document is verified using checklists prepared by IMGA from past experience. The checklists are regularly updated, and the current version is shown in Annex 1.

Checks on the infrastructure of the showground are usually done 5-6 months ahead of the event. It is understood that so far in advance there may not be very much to see, but it should be possible to look at the general location, access, size of the arena, surface, availability of parking and camping areas, and so on.

More detailed checks on specific items such as the playing equipment take place much closer to the date of the event, about 1 month before.

The inspections have to be done long enough before the competition to allow the organisers the time necessary to correct any problems which may be identified.

The inspection must be independent of the competition organisers. It is ideally done by the Referee selected for the competition, a riders' representative, and an official of IMGA, but in practice the location of the competition may influence who



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is best placed for the visit (with the objective of minimising the costs). The officials of IMGA decide who will be asked to make the inspection.

A report on the visit is circulated to all International Representatives who then have the opportunity to add their own comments and/or suggestions, allowing time for corrective action if necessary.

Managing entries

For many competitions the Teams/Pairs/Individuals eligible to take part are obvious. For example the World Team Championship is open to the national teams of all IMGA member countries, while the European Team Championship is open only to European members.

But for other competitions, for example the World Individual Championship, it is not quite so clear. It's obvious that not everyone can take part, so the number of entries has to be limited according to the parameters of the competition.

Within the framework of "Eligibility" described elsewhere in this document, entries are managed on a "first come, first served" basis, until all available places are taken. To ensure that all competitors wishing to enter have an equal chance to do so, an opening date for applications for entries has to be fixed, communicated to IMGA at least one month before the opening date for distribution to all members, and no entries must be accepted before that date.

Hint : Keep everyone informed of the critical dates and the availability of places through your competition website and/or the official IMGA Facebook group / Twitter feed.

Entry forms must not be available for download, or sent to members, before that date.

Phase 2 : Competition

The competition itself usually takes place over several days, often a long weekend, but is usually preceded by several days to allow for the arrival and settling-in of participants and their ponies, for riders borrowing or renting ponies to become accustomed to them, for training, and for a programme of social events. The requirements for all aspects of the competition are covered in notes and checklists in section 4 of this document.

Setting the schedule for the competition

This of course has to be done well in advance so that competitors and supporters know where they have to be and when and can make their travel and accommodation plans accordingly.



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In general, the organisers have the freedom to set the schedule to fit their own requirements. Certain constraints are dictated by the structure of the competition, and certain things have to happen in a set sequence, but there remains a degree of freedom in the detail of the schedule.

Some things to consider are :

Local weather conditions. If it can be expected to be very hot at midday, think about starting very early, taking a long midday break, and continuing late into the evening.

How many arenas ? Running a competition in two arenas simultaneously could double the number of entries allowed, but do not overstretch the available facilities. You will also need additional equipment, referees, and other officials.

Safety considerations. The competition cannot start before the arrival of the medical support team, or continue beyond the time that they leave. The quality of the light late in the evening may also affect safety.

Evening activities. Extending the playing schedule into the evening may also not be feasible because of social events.

Contingency time. Do not be tempted to fill every day from dawn to dusk. If something goes wrong you need some time to be able to catch up (see the next section). In particular allow plenty of time at the end of the competition, after the finals and any presentations, for everyone to get ready for the final dinner.

Shared facilities. Many competitions are run as part of a bigger show (World Team Championship 2013 was run within the organisation of the New Zealand Horse of the Year Show), and this brings many advantages, but also possibly some scheduling problems. Be aware that delays are much more significant when your time slot in the main arena is limited.

Cancellation or re-scheduling

It is extremely rare for a competition to have to be cancelled before it even begins, or abandoned once it has begun. However, this may occur in the case of heavy rain, the arena becoming unsafe, other safety problems, illness amongst the riders and/or ponies, serious accidents, or other unforeseen (and perhaps unforeseeable) and exceptional circumstances.

To cover this possibility, rule CR16.3 has recently been amended. It gives the referee the authority to interrupt a competition if conditions exist which present a risk to riders or ponies or in any other way adversely affect the safe continuation of the competition.

The problem is, what happens next ?



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The new rule gives the Referee and the Ground Jury the authority to alter the programme or cancel the competition completely, but the difficulty in setting out guidelines to help them make their decision is that there are so many possible combinations of factors that it is not possible to foresee and plan for them all.

Despite this, here are some very general guidelines.

What is the nature of the problem ?

Some problems can be expected to be resolved within a known delay. It is unusual (but not impossible) for an accident to stop the competition for more than about 30 minutes, unless the medical support for the competition becomes unavailable, in which case it is usually possible to have a good idea how long before a re-start is possible.

If the delay is known, even roughly, then it is far easier to plan for the rest of the competition.

As a rough guide, 30 minutes is about the time limit for a temporary break in the competition which can be pulled back within the planned schedule. Beyond 30 minutes is the point at which the Referee and the Ground Jury have to consider the options and take action.

Bad weather can be very unpredictable. It may be that overnight storms have flooded the arena. Who knows how long it will take to drain away ? Well, the show organisers probably do know because they are usually familiar with the arena and local weather conditions. So it is always important for the Referee and the Ground Jury to consult the organisers.

At what stage of the competition has the problem arisen, and how much time will remain to complete the competition after the problem has been resolved ?

Early in the competition probably means that complete cancellation won't be necessary, but perhaps the schedule for the remainder of the competition will have to be adjusted to be able to complete the event.

It has to be kept in mind in this case that if qualifying sessions are cancelled then some competitors may not get all the rides they expected and paid for with their entry fees. Perhaps instead of cancelling qualifying sessions, the number of games in each qualifying heat could be reduced. In the multi-final format this is less of a problem because everyone takes part in a final anyway.

Towards the end of the competition there will be far fewer options available, but an important point should be considered :

The objective of a Championship is to find a Champion, and so cancellation of the finals is only a very last resort (if, for example, the arena becomes unusable on the last afternoon and there is no possibility of moving to another arena or



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extending the event to an extra day). Cancellation of semi-finals is, however, always a possibility.

Whatever the format of the competition, here are some time-saving possibilities to be considered :

- Reduce number of finals (time saving of up to 2-3 hours)
- Reduce number of games in lower finals (time saving of up to ½-1 hours)
- Reduce number of games in qualifying heats (time saving of up to ½-1 hours)
- Remove semi finals (time saving of up to 1- 1½hours)
- Reduce games in A Finals (time saving of up to 10-15 minutes)
- Remove final qualifying session (time saving of up to 2-3 hours)

If the decision is taken to cancel a competition then the official results will show that the competition was "not contested".

Insurance

Two types of insurance have to be considered :

1. Public liability. The event itself has to be insured for public liability by the organisers.
2. Personal injury. Anyone who may be in the arena or stabling area must be made aware that neither IMGA nor the show organisers have any insurance cover for personal injury. This can be done by including this information on the entry form (for riders and trainers), but others (officials, those setting out equipment, and so on) must be specifically informed of this.

The individuals concerned are responsible for their own personal injury insurance.

Phase 3 : Follow-up

Even after the competition is over there remain some important tasks to be done.

Accounts

Keeping accounts for the competition is essential and the records should cover everything from the initial application to IMGA to host the competition, through the event itself, and the subsequent settlement and accounting of all outstanding receipts and payments.

At the next IMGA annual meeting following the competition, a summary of the profit and loss accounts must be presented.



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The purpose of this is twofold :

- To add to the mass of information which accumulates each year concerning costs. This will be of interest to the organisers of future competitions when they need to estimate what their costs will be.
- To check that entry fees paid by riders/teams are not used to generate profit for the organisers. These fees must be set at a level which will fill the gap between costs incurred and any income generated from third parties such as sponsors and on-site traders.

If the accounts show that an "accidental profit" from entry fees has been made because more riders/teams participated than was initially expected, more income was generated than was expected in the original planning, or sponsorship was more generous than expected, then refunds on entry fees must be paid up to a limit of the entry fee originally paid.

Post-competition report

After the competition is over a post-competition report is prepared by the organisers, the referee, and an official of IMGA who was present at the competition. It presents a description of what worked well, what didn't work so well, and what didn't work at all.

It also contains a comprehensive list of all competitors and trainers, and the complete and final score sheets.

It is used to update this document (see below) and it is presented at the next IMGA annual meeting.

The Referee's Report completes the post-competition report.

Referee's Report

The referee for the competition is required, within two weeks of the end of the competition, to submit a written report to the IMGA Chief Referee.

A suggested format and structure for this report is shown in Annex 2.

Update this document

As stated in the introduction, this document aims to provide a single source for all reference information concerning the organisation of IMGA sanctioned Mounted Games competitions.

As such, it is important to update it each year to ensure that it remains useful and relevant. Input should be provided by the organisers of the year's competitions, including :

- Lessons learned
- Practical advice
- Do's and don'ts



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Pre-competition visits and reports are followed by post-competition reports with recommendations for future competitions. These recommendations, when accepted, are added to this document.

Changes to this document are effective immediately in most cases and should be taken into account for competitions already in the planning stages. Where this is not possible, because of commitments already made, or because of the physical constraints of the location, then this should be reported to IMGA.

Hint : If you identify any errors or omissions in this document as you refer to it, please inform IMGA immediately.



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3. Detailed Check Lists

Minimum requirements for the location and on-site facilities

1. The arena

A large flat rectangular area of grass, or sand, or all-weather surface.

Sufficient length to provide minimum run out areas of 45m at the start/finish end and 27m at the changeover end. i.e. total length 126m minimum.

The width of the arena depends on the number of lanes needed for any particular competition and the number of entries.

Each lane occupies a width of 9m, with an additional space at each side of the arena. *(Put the new arena diagram in here)*

A 2-lane arena is, therefore, 31.5m wide (min)

A 3-lane arena is 40.5m (min) wide, etc.

The practical maximum number of lanes is 8, making a width of 85.5m (min)

The number of lanes required depends on the competition and number of eligible entries to the competition.

No. of entries	No. of lanes required
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	6
10	7
11	8
12 +	8

Should be easily accessible from the stables and from the accommodation area.

Must have fast and easy access for emergency services.

Must be securely fenced.



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Arena facilities :

Lines and equipment positions must be clearly marked and provision made to renew the markings after each session (if necessary).

A full set of equipment, which conforms to the specifications in the current Mounted Games Rule Book sufficient for the maximum number of lanes being used, plus spares in case of breakage, must be provided.

If the equipment is brand new, it must be tested under competition conditions before being put into use.

A sound system must be in place around the arena for music and the announcement of results, with a commentary position provided.

Hint : when possible a "mobile mike" for the commentator may be useful.

A cabin for the judges and scorers must be provided outside the arena but in line with the start/finish line. If possible, it should be on two levels to allow a clear view along the start/finish line from the upper level. It also provides a safe and stable platform for video equipment.

The judge and scorer need to be able to concentrate fully on the competition and review video images if necessary, so access to the cabin and the cabin area must be restricted only to those officials who have legitimate business in there. There must be no distractions.

Quick replay video equipment must be available on the start/finish line to assist the judges, and should also be on the changeover line if this is technically feasible. The referee must also have access to playback of the recorded video images if requested. The equipment must be of sufficiently high quality for this purpose.

When feasible, tablet-type computers may be sited at each corner of the arena as an aid to Assistant Referees.

It has recently become possible, at reasonable cost, to stream live images via the internet to audiences at home all over the world, and this should be seriously considered as it has become very popular. If this is done, then the commentary should also be available with the video images.

Arena-side facilities :

Refreshments should be available for spectators.

Toilets must be available for riders, officials, and spectators.

Seating should be available, and shelter (from both sun and rain) if possible.



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Litter bins should be provided (and regularly emptied).

2. The practice and warm-up area

A practice area must be provided. Ideally it should be of the same standard as the main arena, and of equal length, but it may be narrower. It should be as close as possible to the main arena so that during the competition it can be used as a warm-up and marshalling area for the riders in the following session. They should be able to follow the progress of the current session in order to present themselves at the main arena in good time. The practice and warm up areas, plus a "corridor" to the main arena, must not be accessible to the public.

3. Ponies

Wherever the host country may be located, there are usually some riders who have to travel very long distances and so cannot be accompanied by their own ponies.

For World Championships, the host country must provide ponies which can be borrowed or rented by riders from other continents (in this context Australia and New Zealand should be considered as being on separate continents).

For World Team Championships there must be a sufficient number of available ponies to cover ALL teams from other continents.

For World Individual and Pairs Championships it is left up to the hosts to decide how many ponies will be made available to riders from other continents

For the Five Nations Championship there must be a sufficient number of available ponies to cover ALL teams, including the host nation's team. This is an innovation being tested by New Zealand for the first Five Nations Championship.

For European Team and Individual Championships as well as North American Team Championship there is no requirement for the host country to provide ponies, however there may still be a demand for these and as such host countries should, wherever possible, be prepared to satisfy such a demand.

In cases where the availability of borrowed or rented ponies may be an important factor, this should be a part of the original application to host.

The number of ponies needed is very variable, but allowance must be made for more than just one pony per rider. To allow suitable matching of riders to ponies in terms of height, weight, and ability, extra ponies must be available.

Spare ponies are also needed to cover the possibility of injuries, but once a pony is allocated to a team, it must remain with that team.



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For the riders concerned it may be necessary to allow them access to the ponies as far in advance of the competition as possible, and to allow them extra training time.

4. Stables

Stables must be provided in a secure area with no public access. Water, hay, straw, bedding, and facilities for mucking-out must be provided.

Strict fire precautions must be in place and enforced, with well-maintained and regularly inspected fire extinguishers available. The risk of fire is very high in the stable area and *anyone* found smoking must face strict disciplinary action. Immediate expulsion from the showground is strongly recommended.

5. Corrals and other enclosures

Some owners may prefer to keep their ponies in fenced areas instead of stables. If the layout and size of the showground allows, then space should be set aside where temporary enclosures can be set up with electric fences.

The organisers, if they choose to make such a space available, are not responsible for providing the enclosing fence. That is the responsibility of the owners of the ponies.

6. Accommodation Area

Accommodation should be provided on-site or at another location nearby. It may be provision of camping facilities, or accommodation in (for example) hotels, B&B, schools, or sports clubs.

In the case where local accommodation is available then the full details of the location, cost, and any other requirements, must be provided well in advance so that riders/teams can make the necessary reservations.

When a camping area is set up, either on-site or locally, then certain facilities must also be provided :

It is difficult to estimate the amount of space required, but as a rough guide, a team will usually require space for a pony transport vehicle (a truck or maybe two or three trailers), several other vehicles, and several tents. At pairs and individuals competitions the camping space required is much more difficult to estimate, depending on the total number of entries received.

Toilets and showers must be available. The rental companies supplying toilets and showers usually have guidelines to help you decide how many and what type of units you will need, and do not forget facilities for disabled users.



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Depending on the host country, and/or the owners of the showground, there may also be regulations in force covering this subject and specifying minimum requirements. Mostly these guidelines and/or regulations will cover single-day events, but for hundreds of people who are on-site for a week, the real requirement may be significantly higher.

Servicing and cleaning of these facilities is essential, and must be done regularly and frequently.

The placement of the toilets and showers is also important. They are for the use of the people camping on-site and so should be located conveniently for them.

Toilets should be distributed over the whole area for the use of both the campers and daily visitors, and also arena-side for the use of riders and officials. Access must be available for the vehicles delivering the units, and servicing them each day. A water supply and drainage may be required depending on the type of toilets and showers provided.

It is understood that the positioning of showers and toilets may be conditioned by the layout of the site and also by local requirements and public health regulations.

The toilets will be in use 24 hours, so lighting must be provided.

Sufficient space for parking of cars, trailers, and trucks must be provided. Given that in many cases the pony transport vehicles are also used for accommodation, this parking should be allowed within the camping area, if local conditions allow, and the surface is suitable for heavy vehicles.

If possible, electricity hook-ups should be available.

Litter bins must be provided (and regularly emptied).

7. Social area

It is useful to have a "focal point" for the event. This is usually the place where meals and entertainment are provided, meetings held, and so on.

Usually a large building, tent, or marquee is ideal, but the exact size and location depends upon the various uses to which it will be put.

Hint : a second social area may be necessary, far away from the main camping area, to allow for late night parties of supporters without disturbance to the main camp.



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8. Public area

Competitions should be open to the general public, and so provision must be made for visitors.

The publicly accessible area must be clearly defined, and public access to other areas must be restricted.

In this area it is also possible to invite local businesses to set up stalls during the days of the competition to sell souvenirs, ice cream, drinks, and so on.

9. Parking

As a general rule, people will do almost anything to park their cars as close to the arena as possible, but arena-side parking should not be allowed, except under special circumstances and subject to prior arrangement with the organisers. An area for public parking should be set aside at a convenient distance from the main arena, but removed from it. Signs should be placed on approach roads to guide visitors to this parking area.

10. Administration

An "operations centre" is required from which the organisers can control the event. This is the place where information, tickets, meal vouchers, etc., can be obtained, and members of the organising team contacted without having to search the entire site for them.

11. Communications

The sound system in use for commentary during the competition can usually also be used for general announcements around the site, but if distances between (for example) the stables, the warm-up area, and the arena are very big then some other means of communication should be provided.



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Nomination of Officials

1. Referee

The Referee is the official who is in overall control of the competition. His authority is normally restricted to the arena, but he is also represented on the Disciplinary Committee / Ground Jury (see below).

The Referee is selected by the International Representatives at the IMGA annual meeting the year before the competition.

2. Assistant Referees

The task of Assistant Referees is to provide the Referee with additional eyes and ears. They signal any infringement of the rules by raising a flag and report the details to the Referee after the end of the game.

The number and positioning of Assistant Referees is covered by rules AO 3.1–3.6

The nomination/selection of assistant Referees may be done in two ways :

(1) A selection by the organisers and the Referee of 8 experienced people who are thoroughly conversant with the rules of Mounted Games and have practical experience of the tasks of Referees and Assistant Referees. They become a dedicated team and officiate at all games.

Or

(2) The provision by the participants of their nominated Assistant Referees. They officiate only at games in which they have no personal connection with any participating rider or team, but are required to be present according to a schedule established by the Referee. The absence of an Assistant Referee may incur a penalty for the rider(s)/team who nominated him/her. The procedure for this is established by the Referee at pre-competition briefings for trainers and officials.

The first option is required for the World Team Championship, and recommended for all other IMGA sanctioned competitions.

In all cases the Referee has the final say on the selection of Assistant Referees.

3. Judge(s)

The task of the judges is to record the order of finish for each game.

When necessary, they may use video replay to establish that order.



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When teams are competing in similar colours, the judges may request that one or more teams change their hat covers.

The judges are nominated by the competition organisers.

4. Scorer(s)

Scorers record the points awarded to each rider/team as the competition progresses. Various computer applications are available to facilitate this task.

The advantage of using a computer application is that corrections, if necessary, can be made easily and quickly, validity of scores can be quickly checked, score sheets can be printed quickly after the end of a session, and a permanent electronic record of the competition is available.

Hint : available software : GamesPro <http://gamespro.org/>

GamesPro is mainly for scoring and managing the competition structure but can also be used to publish scores to the internet in real time. This is strongly recommended.

Scores should be checked by a third party before being announced and/or published.

Scores should be posted and accessible after each session at a suitable location on the showground.

An electronic copy of the complete score sheets must be made available to IMGA after the competition.

The scorers are nominated by the competition organisers.

5. Commentator(s)

Commentators add expert opinion and information to allow the public to better understand and appreciate what is going on. They must, therefore, be professional, informative, and adapt their comments to a non-expert audience.

Hint : A few points of "good practice" for commentators :

Do some serious preparation for the competition so that you can provide useful background information to the audience whenever possible : the structure of the competition, the teams/riders taking part, previous winners, and so on.

Take great care not to influence the decisions of the Referee or Assistant Referees by specifically highlighting any infringement of the rules which may be noticed. Do not assume that the general public is well informed about the games, methods of scoring, and so on. For example, simply providing scores as a set of numbers



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in score sheet order, while very easy and useful for experienced spectators who have programmes and/or score sheets, does not help those who are not familiar with the procedure. It also doesn't help the live steaming audience at home at all. For example "...and the scores after the first three 3 games are 8, 10, 8, 12, 20, 12, 14, and 24" doesn't really convey much useful information at all.

Be entertaining and even amusing, but do not become too familiar. Do not describe who drank how much in the bar the previous evening.

Acknowledge the referee, assistant referees, the members of the equipment group, and other officials.

Make regular announcements about safety and ensure that spectators do not encroach on the arena or allow children to sit on the arena fence.

Do not state the obvious. Just describing what everyone can see doesn't help, the audience wants to know the significance of it.

Do some serious preparation, know the teams/riders, and make a serious effort to pronounce their names correctly.

Where possible, provide commentary, or at least an announcement of the scores, in languages other than English, depending on the host nation and the nationalities of the competitors. English, French, and German are probably the most widely understood languages amongst IMGA members, but the imminent addition of Spain and Hungary is going to increase our language spread significantly.

6. Responsible for Equipment

The Equipment Marshall, nominated by the competition organisers, is in overall control of the equipment. He must have a team of at least 2 assistants per lane. It is his/her responsibility to ensure that all equipment is correctly placed and is set out the same for all lanes. The Referee requires a clearance from the Equipment Marshall before starting a race.

Assistant Referees should also check that equipment is correctly placed.

The equipment team is usually provided by the host nation, but participating countries may nominate a person as a member of the team.

7. Disciplinary Committee / Ground Jury

While the Referee is in overall control of the arena, this group exists to enforce standards of behaviour on the rest of the showground, and to make decisions concerning the overall conduct and scheduling of the competition.

According to the IMGA Code of Conduct :



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A Disciplinary Committee is made up of the Chief Referee or his nominated representative and at least two others, at least one of whom should be a representative of IMGA, and at least one whom is a representative of the host country. These members of the Disciplinary Committee may ask others (for example the International Representative for the home country of the alleged offender) to also participate, if they consider it to be necessary.

Resolution of disputes arising over unpopular decisions by the referee are outside the scope of the Disciplinary Committee / Ground Jury.

8. Stable Manager

As referred to above, the stable area must be kept secure, with no public access and very strict fire prevention regulations.

The Stable Manager is responsible for enforcing these requirements but is also responsible for the general good management of the stables.

The stables are a communal area, shared by everyone, and so certain standards of cleanliness and good order must be maintained. The Stable Manager is responsible for this and his authority is backed up by the Disciplinary Committee / Ground Jury.



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Health, Safety, and Security

1. Health and Safety of Participants

Medical assistance must be available on site during all practice sessions and all sessions of the competition. For big competitions with large numbers of other people present (in addition to riders), then the availability of medical assistance on a 24/7 basis should be considered.

Depending on the location, both the availability of the services, and the specific services required, may be very different, but a typical requirement is shown in Annex 3.

The Medical Team must be given an arena-side location which provides a good view of the whole arena, easy access to the arena, and a clear and open vehicle access between that area and the entrance/exit of the showground. The access route must be kept clear at all times for medical personnel and their vehicles.

There must be a clear division between those parts of the site which are restricted to the competitors and others directly connected with the competition (living area, stables, warm-up area, etc.), and those parts which are freely accessible to the general public as spectators.

The area occupied by the Medical Team must be secured from indiscriminate access, but still clearly marked and allowing controlled access.

The commentator must regularly remind spectators not to allow children or dogs into the arena, not to sit on the fence, and so on.

2. Alcohol

There have been experiments with testing of riders for levels of alcohol, but this is a very difficult and complex subject. The laws concerning use of alcohol are different in different countries, the rules for administering tests are different, and the very complex questions of carrying out such tests on riders who are not legally adults, all make this an incredibly difficult subject.

IMGA leaves the question of alcohol testing to the discretion of the competition organisers.

3. Health and Safety of Ponies

A horse vet must be available on site during the competition, should be available during practice sessions, and should be on call at other times. The call-out time should not be more than 20 minutes.



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A farrier must be on call at all times, but preferably be on-site during both practice and the competition.

All ponies must have a horse passport containing current and valid vaccination certificates as required by the veterinarian authorities of the host country. To ease the administrative burden on the organisers, copies of these documents should be submitted in advance for verification. Subsequently an identity check may be made to ensure that the submitted documents match the ponies on site. Ponies not conforming to these requirements will not be allowed to enter the competition and must be immediately removed from the site.

A health check is made prior to the competition by a vet and the Referee, and any pony found to be unfit for competition is not allowed to participate.

Throughout the competition, the Referee must be aware of any health problems which may arise with the participating ponies. The Referee may request the opinion of a vet, and remove any pony from the competition if necessary.

The Referee, in consultation with a vet if necessary, may remove any pony/rider combination from the competition if the ratio of the size/weight of the rider to the size/weight of the pony is unacceptable. Guidance tables for height/weight are available on the IMGA website to help with the enforcement of this point.

4. Security

Where restriction of access by the general public to areas such as the stables or the living area cannot be ensured by the physical layout of the site, then other measures must be taken to ensure security. This may be by the use of fencing, or security personnel on patrol.

Personal security (leaving valuables in tents, and so on) is the responsibility of the individuals concerned.

Local hospitals and medical facilities must be given details of the event to ensure that they are prepared for any incidents, and the local fire services must also be informed, given the exact location, and directions to an access point which is always kept free of any obstructions. It may also be considered necessary to maintain a clear landing zone for a helicopter, and to inform the local police.

When electric cables are stretched across the accommodation area, or leading to the commentary box, they must be sufficiently well marked and protected.



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Eligibility

The eligibility of riders to participate in international competitions is described in the Mounted Games Rule Book under General Rule GR13.

All riders/teams are required to provide proof of eligibility to participate along with their entry form. Depending on the competition, this may be proof of nationality and/or age, and can be provided as copies of official documents such as a passport or birth certificate. Documents which carry a current photograph are preferred.

If this has all been checked prior to the competition, as a part of the processing of entries, then no further checks should be necessary at the start of or during the competition. However, if the eligibility of any rider to take part is challenged, then the checks may have to be repeated/double checked.

Systematic checks before each session are not required, unless a rider's eligibility is challenged, in which case a document check can be made at any time.

Some competitions are split into classes according to the age of the rider.

Championship year	Under 12	Under 14	Under 17	Open
	Born in the year shown, or later :			
2014	2002	2000	1997	No age restriction
2015	2003	2001	1998	
2016	2004	2002	1999	
2017	2005	2003	2000	
2018	2006	2004	2001	
2019	2007	2005	2002	
2020	2008	2006	2003	
World Team Championship			*	✓
World Pairs Championship	✓	✓	✓	✓
World Individual Championship	✓	✓	✓	✓
European Team Championship	✓	✓	✓	✓
European Individual Championship				✓
Five Nations Championship				✓

* = In 2014 there will also be an experimental Under-17 class



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Hospitality

A local information pack should be provided in advance to all participants, containing the following information :

- Accommodation available (on site, camping, B&B, and hotels)
- Meals available (cost, schedule, and location)
- Directions to reach and gain entrance to the site
- Local maps
- Car rental facilities in the area
- Taxis (phone numbers)
- Airport pick-ups available

Adequate signing on approach roads must be in place to guide both participants and spectators.

On arrival, a welcome pack must be provided, containing information on :

- Emergency services
- Doctor
- Dentist
- Hospital
- Pharmacy
- Vet
- Farrier
- Post office
- Banks
- Supermarkets and other shops
- Laundrette
- Cafés & Restaurants
- Take-aways
- Tack shop
- Camping equipment
- Garages and petrol stations
- Internet access / Wifi

Information on local hazards (for example snakes, poisonous spiders, dangerous waters, and so on)

List of competition officials and how to contact them

The hosts attached to each visiting country and who to contact for what

Practice and social events schedule

The availability of souvenirs

Programmes, including score sheets



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Social Events

Social events and visits to places of interest in the area are optional, but very much appreciated by visitors, and add a lot to the atmosphere which makes a major competition a very special occasion.

Riders may have travelled several thousand kilometres for the competition and normally would like to see something of the country they are visiting and its culture. Visits may be organised to other events taking place in the same area, or to nearby tourist sites.

Where possible, transport should be provided for these visits. If everyone is left to make their own travel arrangements, there are huge difficulties in keeping everyone together, finding sufficient parking places, and so on.

Depending on the facilities available, it may be possible to combine social events with the provision of meals.

On the final evening, after the competition has finished, a formal dinner or other similar celebration must be organised. If this is off-site, then transport should also be provided.

Hint : It is very important to allow sufficient time between the end of the closing ceremony and the start of the formal dinner, or the departure of the transport to the dinner.

Presentation of trophies, speeches, and so on, may be a part of the proceedings at the dinner, or these things may already have been taken care of at the closing ceremony at the end of the competition. If they are left until the evening, then a "master of ceremonies" is required to ensure that all the right presentations are made to the right people at the right time, and a sound system is required so that everyone is aware of what is happening.



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Information and Publicity

Major events should be covered by their own specially created website, or alternatively be extensively covered on the existing website of the host country.

Session-by-session results should be published on the site, or by using the publication facilities of the scoring software.

Local TV, radio, and newspapers should be informed of the event well in advance, with requests for news media coverage during the event.

Other ways of advertising, and therefore bringing in the general public as spectators, are to use posters in shops, banners displayed on the approach roads, and the distribution of flyers to local clubs, sports organisations, and tourist information offices.

Hint : Local tourist offices usually have a "What's On" page on their websites, and this is another good source for easy (and free) publicity.



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4. Running the competition itself

The requirements for Team competitions are different from those for Pairs and Individual competitions, and so this section is divided into the following sub-sections :

- General structure for all competitions
- Team competitions
- Specific requirements for Pairs competitions
- Specific requirements for Individual competitions

General structure for all competitions

1. Introductions

When all, or most, participants have arrived, it may be considered appropriate to formally introduce and present all the riders and trainers taking part in the competition, as well as the officials, so that everyone gets to know everyone else. This can be done as a part of whatever social event is scheduled for the first evening.

2. Briefings

Several briefings may be necessary :

- For the trainers and/or riders
- For assistant referees
- For other officials
- For the team responsible for equipment

Allow at least one hour for each. Briefings can often last much longer than this.

It is important to schedule the briefings as early as possible (preferably not the evening before the start of the competition) to allow time for any actions which may arise from the briefings.

The Referee gives an overview of the way in which he/she intends to run the competition. This will normally be strict adherence to the Mounted Games Rule Book, but it may be that because of particular local conditions, certain points need to be clarified.

Any variations in equipment from the specifications in the Rule Book must be announced and discussed.

The games to be played during the course of the competition may be reviewed.
(See annex 4 : Games)



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When it is necessary to make a draw to allocate riders/teams to heats, then this must be done in public at the briefing so that everyone can be satisfied that the draw is absolutely fair.

(See annex 5 : Draw for Heats)

3. Opening ceremony

The opening ceremony, in which riders/teams parade with their national flags, may take place the evening before the start of the competition, or the following morning just before the start of the first heat of the first qualifying session.

Individual or Pairs participants may each carry their national flag, but for consistency Teams should restrict themselves to only one flag-bearer, preferably carrying the flag on the standard flagpole provided by IMGA.

4. Closing ceremony

Presentation of awards and trophies may be done in the arena as each final is completed. The advantages of this are that the spectators are usually still present, there is still great excitement over the results, and the winners receive their rewards while the atmosphere of the competition continues.

The presentations may all be made at the end of the competition, and this makes a great final spectacle, but there are serious disadvantages. It takes a long time, particularly when everyone is anxious to get ready for the evening's dinner, and it requires that riders from earlier, already completed finals, have to saddle up again and remount to take part in the ceremonies in the arena.

It is, of course, always possible to make the presentations to riders without their ponies.

5. Final Dinner

Alternatively the presentations can be made at the final dinner (refer to the section on "Social Events")



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Team competitions

When competitions are run in different age groups, the following applies separately to each age group. There is no mingling or mixing of age groups.

Team competitions are organised according to the multi-final model. This means that first there are several qualifying sessions during which teams accumulate scores. Then the competition moves on to finals, with the top scoring teams taking part in an A Final, the next group in a B Final, and so on.

Qualifying sessions

Four qualifying sessions.

Scores are accumulated over all qualifying sessions.

The number of teams participating usually exceeds the number of lanes in the arena, and so each qualifying session may be divided into a number of heats.

Which teams play against which other teams is decided by a system of draws. (see annex 5 : Draw for Heats) These official IMGA draws must be used.

Heats in qualifying sessions are 10 games each.
(see annex 4 : Games)

No tie-breaks are required during the qualifying sessions.
(see annex 6 : Scoring)

Finals

All teams are ranked according to their total scores in all qualifying sessions, and divided into groups of 8.

Throughout this document it is assumed that an arena of 8 lanes is in use. And so groups of participants are considered as eights. Phrases such as "the top 8", or "the next highest scoring 8" may in practice only be groups of 7 or 6, but that would complicate this text unnecessarily.

The top group of 8 qualifies for the A final.
The next group of 8 for the B final.
And so on, ...

Tie-breaks may be required to decide which teams go into which finals.
(see annex 6 : Scoring)

All teams' scores are re-set to zero for the finals.



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The maximum number of teams possible, are entered into the higher finals, except when this leaves the lowest final with fewer than three teams. Three teams is the minimum number allowed in any final.

Finals are held in two parts, with all eligible games listed in the Rule Book being played. The games are split evenly over the two parts, but if there's an odd number of games then the extra game should be in the second part.
(see annex 4 : Games)

Scores are accumulated over the two parts so that the total scores at the end of the second part are the final scores of the competition.

Tie-breaks may be required to decide the final positions, and the tie-break game is always Flag Flyers.
(see annex 6 : Scoring)



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Pairs competitions

When competitions are run in different age groups, the following applies separately to each age group. There is no mingling or mixing of age groups.

Pairs competitions are organised according to the multi-final model. This means that first there are several qualifying sessions during which pairs of riders accumulate scores. Then the competition moves on to semi-finals for the top scoring pairs. Then finals, with the top scoring pairs from the semi-finals taking part in an A Final, the B Final is taken as the results of the non-qualifiers from the semi-finals, the next group goes into a C Final, then a D final, and so on.

Qualifying sessions

Three qualifying sessions.

Scores are accumulated over all qualifying sessions.

The number of pairs participating usually exceeds the number of lanes in the arena, and so each qualifying session may be divided into a number of heats.

Which pairs play against which other pairs is decided by a system of draws. (see annex 5 : Draws for Heats) These official IMGA draws must be used.

Heats in qualifying sessions are 7 games each.
(see annex 4 : Games)

No tie-breaks are required during the qualifying sessions.
(see annex 6 : Scoring)

Semi-Finals

All pairs are ranked according to their total scores in all qualifying sessions, and the top 16 go into the semi-final.

*** exception : if the number of competitors is low enough for there to be only 3 finals, then there are no semi-finals, and instead the competitors go directly to A Final, B Final, and C Final.

The semi-final is run in two parts.

The highest scoring pair from the qualifying sessions goes into part 1,
the second highest scoring pair goes into part 2,
the third highest scoring pair goes into part 1,
the fourth highest scoring pair goes into part 2,
and so on,



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If there is a tie for the last place in the semi-final then a tie-break is run.

If there are ties further up the ranking, which competitor goes into part 1 and which into part 2 is decided according to the original draw numbers, with the lowest number being taken first.

The semi-final is run as follows :

Part 1 game 1, part 2 game 1

Part 1 game 2, part 2 game 2

Part 1 game 3, part 2 game 3

and so on.....

There are 8 games in the semi-final.
(see annex 4 : Games)

All pairs' scores are re-set to zero for the semi-finals.

Finals

After the semi-finals are complete, the 8 top scoring pairs go on into an A final.

There is no B final. Places 9-16 are decided on the semi-final scores.

Tie-breaks may be necessary.
(see annex 6 : Scoring)

The remaining pairs are allocated to a C Final, D Final, E Final, and so on.

*** exception : if the number of competitors is low enough for there to be only 3 finals, then there are no semi-finals, and instead the competitors go directly to A Final, B Final, and C Final.

If there is a tie for the last place in any final then a tie-break is run.
(see annex 6 : Scoring)

All teams scores are re-set to zero for the finals.

The maximum number of teams possible, depending on the size of the arena, are entered into the higher finals, except when this leaves the lowest final with less than three teams. Three teams is the minimum number allowed in any final.

However, for practical reasons it is not possible to re-schedule and/or re-allocate pairs to finals once the first of the finals has started.

This means that if any pair drops out because of illness or injury or any other reason, no other pair is promoted from a lower final into the newly vacant place.



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There are 10 games in the A Final, and the number of games in the other finals is left to the discretion of the organisers.

To obtain a definitive final ranking for all competitors, tie-breaks may be necessary at all levels of all finals, and the tie-break game is always Flag Flyers.
(see annex 6 : Scoring)



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Individual competitions

All requirements are the same as for Pairs competitions.

These requirements are not mandatory for the Individuals part of the European Championship.



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Annex 1 : Pre-competition visit

Checklists for IMGA pre-championship visits

General information on the site

Location ?
Access ?
Existing buildings ?

Arena and arena-side

Surface ? *grass, or sand, or all-weather*
Size ? *8 lanes (140yds x 95yds) (128m x 87m) **
Preparation of surface for competition ?
Any obstacles ?
Access to and from stables ?
Access for emergency services ?
Secure fencing ?
Equipment for marking lines and equipment positions ?
Storage for equipment ?
Sound system ?
Suitable judges box ?
Position of judges box ?
Video equipment on start/finish line ?
Toilets ?
Seating ?
Litter bins ?

Practice and warm-up area

Size ?
Position in relation to main arena ?
Passage to main arena ?
Fenced ?
Inside secure area ?

Stables

Position in relation to arenas ?
Inside secure area ?
Water, Hay, Straw, Bedding, etc. ?
Mucking-out ?
Fire precautions ?
Enclosures as an alternative to stables ?

Camping area

Location ? (on-site or close by)
Access ?



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Access to stables, arenas, etc. ?
Size ?
Surface ?
Toilets and showers ? How many ?
Water supply and drainage ?
Lighting ?
Electric hook-ups ?
Litter bins ?

Catering

Eating area ? (tent, existing building ?)
Bar ?

Other Accommodation

Hotels, B&B, etc. ?
Addresses, rates, reservations ?

Social area

Buildings or Tents ?
Location in relation to camping, stables, and arenas ?
Are potentially noisy recreational facilities far enough away from the main camp area ?

Public area

Allows access arena-side but not to other areas (camping, stables, etc.) ?

Parking

Sufficient space for visitors' parking ?
Location ?
Secure ?

Administration

Is an office or admin centre planned as central control point ?

Information

Information packs for visitors
Who to contact
How to contact

Health / Safety / Medical

What level of medical support is planned ?
For people and ponies ?



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On which days ?
Also during practice ?
Clear access provided to arenas ?
Local hospital notified ?
Local Fire Service notified ?
Horse vet available ? On-site ?
Farrier ? On-site ?

Equipment

Sufficient for 8 lanes ?
Spares ?
Conforms to IMGA standards (as revised for 2014) ?



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Annex 2 : Post-competition report

Referee's report

This may be in the following standard format, prepared by IMGA, or any other format preferred by the referee concerned as long as all the relevant information is included, plus any other relevant and constructive comments.

General Information

Competition name :	
Team, Pairs, or Individual :	
Location :	
Dates :	
Organised by :	
Referee :	
Number of teams, pairs, or individuals :	

Schedule

	Start	End	Comments
Briefing			
Session 1			
Session 2			
Session 3			
Session 4			
Finals			



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Injuries / Medical Intervention

Points arising concerning the rules

Comments on equipment

General Remarks / Comments

Signature _____

Date _____



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Annex 3 : Medical Support

These guidelines have to remain country-independent because it is impossible to take into account all the local rules and regulations which may apply in all the possible locations where competitions may be held. But nevertheless an effort has been made to be as specific as possible. Each country is encouraged to adapt these general guidelines to fit their own specific conditions.

For Training Sessions and the Competition

Local Red Cross (or similar) with ambulance (if possible).

This is to provide relatively low-level support for minor injuries as well as general ailments which can be easily treated on-site. If an ambulance is available it may provide an extra means of transport in the event of a major incident.

And

A fully-equipped ambulance (* see below), with its own qualified crew and a paramedic in overall control.

The definition of "qualified" for both the ambulance crew and the paramedic may be different in different countries, and so this is one aspect of these guidelines which certainly should be adapted to take account of local conditions.

In the case of two or more arenas operating in parallel, each arena requires a fully-equipped ambulance, but the same paramedic can take overall control of the entire site.

Responsibilities of IMGA and host MGA

To provide easy access for the ambulance to the showground and into the arena, and to keep this access free and clear of any obstruction at all times. Spectators must not be allowed into the area reserved for the Medical Team, nor must they be allowed to restrict the clear access route which is an important requirement.

Briefing for Medical Team on :

- the sort of injuries which may occur
- the best place to position themselves
- their primary contact person for all information
- the signals to be used to alert them when they are required
- access to the arena
- advice on their own safety when in the arena

This may need to be repeated each day if the crews change.



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The Medical Team should be required to actively follow the competition so that they will see any incidents as they happen and so be ready to act much more quickly.

To open lines of communication with the nearest hospital, and the nearest major trauma centre, and to inform the hospital staff of :

- the type of competition taking place
- the type of injuries which may occur
- the best route and access points to the showground and the arena, with a specified pick-up point
- the nearest helicopter landing area

The qualifications of the personnel making up the Medical Team must be thoroughly checked by IMGGA and/or the local organisers, well in advance of the event. This is to avoid the situation where medical support appears to be present, but is in fact not effective.

Communication

It is extremely important that the Medical Team is able to communicate with injured riders.

Coverage of all possible combinations of languages would be very difficult but as a minimum requirement there must be someone available who can interpret between the language of the Medical Team and English. This person must be available arena-side, or located with the Medical Team during the competition.

Transport to hospital

As a general rule, ambulances on site should not be used for transport to hospital because that would leave the practice/competition without cover or with a reduced cover. Instead, an external ambulance (or taxi or private vehicle) should be called to make a pick up from a pre-determined point.

In extreme cases, a helicopter may be called.

On-site ambulances should only leave if the medical and/or logistical circumstances make it absolutely necessary.

If this happens then the practice/competition **MUST** be suspended until the ambulance(s) return. The competition cannot continue if the Medical Team and all required medical facilities are not in place. This is vitally important and must be enforced.



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Paramedics (or equivalent/higher level of qualification and experience)

These are minimum standards, but of course if a medical professional with higher qualifications and experience is available then this is even better, but those qualifications must be verified.

Must be capable of performing the following procedures (the list shows minimum requirements and is not exhaustive) :

- Advanced Airway Management, Intubation, Cricoid Thyrotomy, Trauma Airways manoeuvres.
- Advanced Primary Survey in Trauma, Chest Needle decompression,
- Cannulation and Drug Therapy
- Deliver Pain Relief Opioids
- Paediatric Advanced Life Support
- Traumatic rapid patient packaging inclusive of spinal management
- Advanced Resuscitation according to the Resuscitation Council Guidelines.

It has to be noted that the level of qualification required to be able legally to perform some of these procedure may differ between countries.

*** Ambulances**

Must carry the following equipment (the list shows minimum requirements and is not exhaustive) :

- Stretcher,
- Suction Device (electrically powered)
- Fracture Devices
- Spinal Board
- Orthopaedic stretcher
- Vacuum Mattress
- Defibrillator
- Cardiac Monitor 3 lead minimum
- Sharps Box
- Clinical waste Bags
- Vomit Bowls
- PPE in gloves
- Eye protection
- Bedding
- Pre-hospital management such as
 - Peripheral venous catheter
 - Intraosseous cannulation
 - Fluids (NaCl)
 - Oxygen
 - Tongue holder



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The ambulance must have the exterior appearance of an ambulance and be easily recognised as such. It should be 4x4 if required to cross rough terrain to reach the showground and/or the arena.

All of the above requirements are subject to checks and controls by IMGA.

Note : As the games become harder and faster, events become bigger, numbers of competitors increase, and the number of IMGA member countries continues to increase, this subject (Medical Support) becomes more and more important.

In future a review of standards and requirements for Medical Support will be a standard agenda item at IMGA annual meetings.

First Aid and Personal Responsibility

The presence of a Medical Team does not remove the need for personal responsibility.

The Medical Team's responsibility is to provide professional and fast response to accidents which may occur as part of the competition.

Although they may sometimes be able to provide help, care, and assistance in other situations requiring professional medical assistance, it is not their primary responsibility to provide regular medication, treatment of on-going conditions, cures for hangovers, or other minor cuts and bruises sustained by spectators and supporters which are not directly attributable to the on-going competition.

Everyone is encouraged to take sensible precautions and to provide themselves with a basic "first aid kit".

Such a kit, adapted for the Mounted Games environment, would normally contain the following items (all of which can be obtained easily and cheaply from any pharmacy) stored in a sealed and protected small box or bag :

- 2 ice packs
- 2 conforming bandages
- Selection of plasters
- 2 small dressing packs
- Small tube of Vaseline
- Fever reducing medicine
(for example Calpol Suspension) (check age and dosage)
- Pain relief medicine
(for example Neurofen, Ibuprofen, Paracetamol) (check age and dosage)
- Antihistamine
- 1 pair of small scissors
- 1 all-weather silver survival blanket
- Any personal medication enough for the duration of the event



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Annex 4 : Games

All games described in the Mounted Games Rule Book may be played, but care must be taken to give a good spread of games and to balance the different types of games.

How many games ?

Team competitions have 10 games per heat in the qualifying sessions, and the full range of team games from the Rule Book in the finals (currently 24).

Pairs and Individuals have 7 games per heat in the qualifying sessions, 8 in the semi-finals, and 10 in the finals.

Which games ?

In all competitions all games must be played at some time in the qualifying sessions.

The finals of Team competitions, are held in two parts, with all eligible games listed in the Rule Book being played. The games are split evenly over the two parts, but if there's an odd number of games then the extra game should be in the second part.

In any selection of games, a good balance must be maintained between games requiring speed, and slower games requiring precision and accuracy. Competition organisers are urged to make their selection of games in cooperation with the Chief Referee, who must in all cases approve the final line-up of games for the competition.

Tie-breaks

Tie-breaks are only run when it is required to decide which competitors go into which semi-final or final in the next round of the competition.

In practice this means that no tie-break is required during qualifying heats.

They may be needed when, after the qualifying sessions are complete, competitors are allocated to semi-finals or finals.

They may also be needed at the end of the competition in order to establish absolute finishing positions.

Final game

The final game of all competitions is Flag Fliers, which is then used as the tie-break game if required.



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Annex 5 : Draw for heats

Heats

The practical maximum number of lanes to race at the same time is 8.

This requires an arena width of 85.5m minimum, and any more than this makes the task of the Referee and judges impossibly difficult.

However, there are usually more riders/teams in a competition than there is space for lanes in the arena, and so each session has to be divided into a number of heats. This is done on the basis of the number of lanes available in the arena, and the number of riders/teams taking part.

Clearly, 18 riders/teams would divide equally into 6/6/6, making a well balanced competition, even though all 8 lanes are not in use.

The objective is to spread the riders/teams in a way which gives the most even possible spread. For example, 6/6/5 is obviously better than 7/6/4.

As far as possible the distribution should be even.

Note about Finals

Different rules apply for finals, where "top-loading" is used to allow the maximum number of riders/teams to ride in the "high finals".

According to this "top loading" rule, it may mean that although the heats could be 6/6/6 requiring only a 6 lane arena, an 8 lane arena would still be required for the finals which would have to be 8/7/3.

But promoting riders/teams to higher finals must not leave any lower final with less than three participants.

Draw for IMGA competitions

A number of factors affect the draw to determine which teams play against which other teams in each session.

They are :

- The number of participating teams
- Arena size (i.e. number of lanes)
- The number of sessions

IMGA has pre-calculated the fairest possible draw for all combinations of these factors and these draws are available on the IMGA website.



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The draws have been constructed in such a way as to make it as fair and balanced as is possible given the constraints of the competition

If the draw needed for your particular competition is not one which has already been calculated and stored on the website, then you simply have to contact IMGA and the required draw will be calculated for you.

The calculations are made on the basis of two rules :

- That every team should meet every other team an equal number of times, within the restrictions imposed by the parameters of the competition.
- That when there are uneven numbers of teams in the heats, then the scoring advantage of being in the smaller heats (or disadvantage of being in the larger ones) is evenly spread, within the restrictions imposed by the parameters of the competition.

Each of these pre-calculated draws uses only numbers : team 1, team 2, team 3, and so on. So it remains to allocate each participating team a number, and this is done by random draw at the appropriate briefing.

Exactly the same principles apply for Pairs and Individuals, and the same library of draws must be used from the IMGA website. Where you see "team 1" you substitute "Pair 1" or "Individual 1".



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Annex 6 : Scoring

It is usual to score according to the number of participants in a race. For example when there are 6 riders/teams, first place scores 6, second place 5, third place 4, and so on. An elimination by the Referee for an infringement of the rules scores 0 points.

Where the judge decides that it is impossible to decide which of two teams crossed the finish line first, the points are halved (e.g. two teams tie for third place in a race, the points for third would have been 4 and the points for fourth would have been 3, so in this case each team receives 3½).

An exception to this is when there are unequal numbers in the heats of a session. For example, a session has heat one with 6, heat two with 6, and heat three with only 5. In this case heat three is also scored down from 6 points, with 2 being the minimum score.

After the heats are completed, there may be a different number of teams taking part in the various finals. For example 6/6/5 in the heats may possibly be changed to 8/6/3 for the finals. In this case, consistency between the heats is no longer a consideration, and so scoring should be by the default method scoring from 8 down for the A final and from 6 down for the B final, and from 3 down for the C final.

“Hors Concours” (Rule Book GR 12) (participating without scoring) is not allowed in the competitions covered by this document because of the danger of their presence in the arena affecting the performance of the other riders/teams through obstruction, loose ponies, injury, displacement of equipment, and so on.



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Annex 7 : Trophies and presentations

World Team Championship

Churchill Cup	Overall World Champions
Derbyshire Cup	Reserve World Champions
Ulster Cup	Highest placed team from original 4 (6) nations *
Druro Cup	For Outstanding Horsemanship

* The original 4 nations were Canada, Great Britain, Northern Ireland, and USA, but since 2000 GB has played as England, Scotland, and Wales, so now it's the "original 6 nations"

World Pairs Championship

Details of trophies not known.

World Individual Championship

Details of trophies not known.

European Championship

There is a trophy for the winners of each class.

European Individual Championship

There is a trophy for the overall winner.

Five Nations Championship

Details of trophies not known.

Other presentations

The top placed three teams in each final receive gold, silver, and bronze medals.

Every participating rider must receive some sort of souvenir. Not everyone can win one of the various trophies, but everyone should receive a rosette, a medal, or a plaque showing the title of the competition and the year.