

## EA Steward RE-ACCREDITATION

**DUE 31<sup>st</sup> March 2025**

Current accredited Stewards are now required to update their accreditation every 3<sup>rd</sup> year (i.e 2016, 2019, 2022 etc) by completing and returning their re-accreditation form, which includes the updating summary for the last 3 years, 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2025.

### Personal Details (not for publication):

|               |  |                   |            |
|---------------|--|-------------------|------------|
| Name:         |  | EA Member Number: |            |
| Address:      |  |                   |            |
| Suburb:       |  | State:            | Post Code: |
| Mobile Phone: |  | Email:            |            |

### Contact Details (select details you want published on EA website):

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Mobile Phone | <input type="checkbox"/> Email      |
| <input type="checkbox"/> Home Phone   | <input type="checkbox"/> Work Phone |

### Current Official Type (select all that apply):

|   |                                   |  |
|---|-----------------------------------|--|
| <input type="checkbox"/> Jumping                    | <input type="checkbox"/> Eventing | <input type="checkbox"/> Dressage      |
| <input type="checkbox"/> Vaulting                   | <input type="checkbox"/> Driving  | <input type="checkbox"/> Para Dressage |
| <input type="checkbox"/> Medication Control Steward |                                   |  |

### Maintaining Accreditation

To maintain accreditation as an EA Official you are required to:

- Remain a financial member of Equestrian Australia
- Supply current Working with Children Check or equivalent
- Adhere to the Official Rules and Guidelines of Equestrian Australia.
- Adhere to the EA Code of Conduct for Officials and the FEI Code of Conduct for the Welfare of the Horse.
- Attend an accredited EA Steward seminar relevant to your qualification once every three years.
- Submit EA Steward Official re-accreditation form to the EA National Office every three years.

### Renewal Details

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| <input type="checkbox"/> I wish to renew my EA Stewards Accreditation                         |
| <input type="checkbox"/> I wish to apply for a leave of absence _____ to _____                |
| <input type="checkbox"/> I wish to resign from being a EA Steward and have my details removed |

### Required Attachments

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| <input type="checkbox"/> EA Stewards Updating Summary (page 1,2 and 3 of this document)           |
| <input type="checkbox"/> If a EA Dressage Steward attach copy of Open Rule Book Test certificate. |

# EA Stewards Official UPDATING SUMMARY

## FOR RE-ACCREDITATION PERIOD 1 APRIL 2025 – 31 MARCH 2028

### DUE 31<sup>st</sup> March 2025

This is a record of all updating activities completed in the previous re-accreditation period:  
**1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2025**

Complete the below table to record all activities completed. Attach any relevant documents, including additional pages showing your Official functions if necessary.

| ACTIVITY SUMMARY              |      |                  |                  |
|-------------------------------|------|------------------|------------------|
| Activity                      | Date | Location         | Presenter's Name |
| Compulsory Seminar Attendance |      |                  |                  |
| Additional Seminar Attendance |      |                  |                  |
| Additional Seminar Attendance |      |                  |                  |
| Activity                      | Date | Competition Type | Club/Venue       |
| Official Appointment          |      |                  |                  |
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| Official Appointment          |      |                  |                  |

### EA PROHIBITED PERSON DECLARATION – EA Officials

Equestrian Australia Limited (**EA**) is the Australian national sports organisation for the sport of equestrianism, in each of its specific disciplines and variations (together, the **Sport**).

EA, its Branches (as defined in EA's **Constitution**), and its affiliated organisations each have a duty of care that is owed to their respective members, people associated with the Sport, and to the people and organisations that participate in the Sport conducted under the encouragement, promotion, organisation, administration and control of EA and its Branches and affiliated organisations.

In accordance with the procedures set out in the Constitution, EA has adopted various rules, regulations, by-laws and policies (together the **EA Policies**) for the purpose of EA pursuing its objectives stated in the Constitution.

One of the EA Policies is EA's **Child Safeguarding Policy**, which commenced into force on 17 December 2021 and which is adopted by EA as part of EA's **National Integrity Framework**. Any reference in this declaration to the Child Safeguarding Policy is a reference to that document which came into force on 17 December 2023, as amended from time to time thereafter.

In accordance with its duty of care, and as required by its Child Safeguarding Policy, EA must investigate and collect information, in relation to any person who makes application for registration as an **EA Official**. EA requires the submission of this declaration as part of its investigation and information-gathering process.

A person cannot be, and will not be registered as an EA Official, unless the person is a current Member of EA.

Any person who is a current EA Member, and who wishes to be registered by EA as an EA Official **must** make and complete the following declaration, in addition to the other requirements set out in the EA Policies governing the registration of EA Officials.

**NOTE:** Any declaration submitted by any person, which is purported to be made by a person with any mark, deletion, addition to, obliteration of, or amendment to any of the below paragraphs [1] to [13] shall be deemed by EA to be a declaration which is void ab initio for all purposes. In any event or circumstances where a person cannot truthfully make the declaration in the format required by this document, the person must contact EA's Integrity Unit to further discuss the matter.

I **solemnly and sincerely declare** that each of the following statements is true and factual as at the date that this Officials Declaration is dated and made by me:

1. I meet all of the requirements in relation to state and territory-specific legislation regarding police checks and working with children checks, and I hold a valid working with children check or equivalent in the state/territory I reside. I have **attached** evidence as required.
2. There are no criminal charges that have been laid against me in any jurisdiction in Australia or elsewhere, which are pending or which are yet to be determined and finalised.

3. I have never, in any jurisdiction in Australia or elsewhere, been convicted of any criminal offence.
4. Further to the generality of paragraph [3] above, I have never, in any jurisdiction in Australia or elsewhere, been charged with or convicted of any criminal offence involving illegal or illicit substances; violence; stalking; intimidation; dishonesty; sexual violence; any criminal offence involving sexual activity or actions of indecency; child abuse; child pornography; or mistreatment or neglect of a child.
5. I have never had any disciplinary or similar proceedings brought against me by any employer, former employer, sporting organisation or similar body, involving child abuse; sexual misconduct; sexual harassment (which for the avoidance of doubt has the same meaning as given to the term by EA's **Member Protection Policy**, where the term **sexual harassment** is defined to mean and include conduct which is any unwanted or unwelcome sexual behaviour, where a reasonable person would anticipate the possibility that the person being harassed would feel offended, humiliated or intimidated); harassment; acts of violence; intimidation; bullying or other similar forms of harassment.
6. I have never been sanctioned for an **Anti-Doping Rule Violation** (within the meaning given to that term by the **World Anti-Doping Code**) within the Sport, or any other sport.
7. I have never participated in, facilitated or encouraged any practice, behaviour or conduct prohibited by the World Anti-Doping Code or any other anti-doping policy or similar policy applicable to me, including the EA **Anti-Doping Policy** and the **FEI Equine Anti-Doping and Controlled Medication Rules** adopted by EA and amended from time to time.
8. I have never been sanctioned for any breach of the FEI Equine Anti-Doping and Controlled Medication Rules or any other rules in force in any sport in Australia or elsewhere, relating to animal doping or the medication of and control of medication given to animals.
9. I have never, in any jurisdiction in Australia or elsewhere, been charged with or convicted of any criminal, disciplinary, sporting or animal racing-related offence relating to animal cruelty, whether in relation to a horse or any other animal or creature.
10. To the best of my knowledge after due inquiry, there are no other facts, matters or circumstances relevant to me, that EA (if it were aware of those facts, matters and circumstances) may reasonably consider to constitute a risk to, its Branches' and its affiliated organisations' respective members, people associated with the Sport, and to the people and organisations that participate in the Sport under the encouragement, promotion, organisation, administration and control of EA and its Branches and affiliated organisations.
11. I will immediately notify the chief executive officer of EA and each Branch(es) and affiliated organisation(s) engaging me, upon me becoming aware of any facts, matters or circumstances meaning that any of the matters declared by me and set out in clauses [1] to [10] above (inclusive) have changed for whatever reason, so that the declaration made by me is no longer true and correct either wholly or to any extent.
12. I acknowledge that I have read and agree to abide by the EA **Code of Conduct for Officials**. I acknowledge I may be subject to disciplinary action if I breach the code. (Code of Conduct is available to view via [www.equestrian.org.au](http://www.equestrian.org.au)).
13. I acknowledge and agree that by signing this declaration, I am providing true and accurate information. If it is subsequently demonstrated that the information which I have provided is untrue, false, incomplete, or misleading either wholly or to whatever extent, then I acknowledge and accept that I may be subject to sanction under the EA Policies.

|         |  |       |
|---------|--|-------|
| SIGNED: |  | DATE: |
|---------|--|-------|

**Forward a copy of your documentation to Equestrian Australia at: Email preferred.**

|  |   |
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| <i>Via post:</i><br>Equestrian Australia, PO Box 673, Sydney Markets, NSW 2129 | <i>Via email:</i><br><a href="mailto:officials@equestrian.org.au">officials@equestrian.org.au</a> |
|--|---|