

Updated to November 2022

General Information Competition Rules and Guidelines

*(Incorporating Rules of the National
Campdraft Council of Australia)*



Australian Campdraft Association Inc.

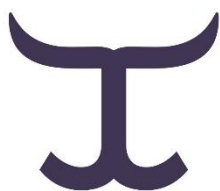


The membership year is from 1 January – 31 December each year.

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ACA CONSTITUTION

The Constitution of the Australian Campdraft Association Inc. (ACA) may be obtained from the Secretary of ACA.

OBJECTS OF ACA

The objects of the Association are to:

- A. Promote the sport of campdrafting throughout the Commonwealth of Australia to a recognised level and to create more spectator interest.
- B. Assist affiliated associations and their committees and other bodies and their committees in promoting competitive campdrafts.
- C. Obtain uniform competition rules and conditions throughout the Commonwealth of Australia.
- D. Create a register of all Open, Novice and Maiden campdraft horses registered or that compete with horses registered with the Association.
- E. Create a horse and rider high-points award, the winners of the same to be declared as the Association's 'Australian Champion of the Year'.
- F. Appoint persons of appropriate qualifications and experience to a Judges Panel.

ACA MEMBERSHIP YEAR

The Association's membership year is from 1 January – 31 December the following year.

Information updated in November 2021 is highlighted in yellow.

Information updated in April 2022 is highlighted in blue.

Information updated in August 2022 is highlighted in green.

Information updated in November 2022 is highlighted in pink.

ACA GENERAL INFORMATION

THE BENEFITS

Your campdraft is included in the Annual Series of Drafts to find the best horses and riders in the country. Your drafts will be run under the standard Rules and Regulations of the National Campdraft Council of Australia and ACA, which have been endorsed by drafters and contributes to harmonious relations. Your campdraft dates and program details are included in the ACA NEWS, which is a free publicity service to affiliated committees and is on the ACA's official website. Your results are published in the ACA NEWS and on ACA's website, guaranteeing that your draft is not forgotten the moment the draft is over. ACA councillors are ready to assist with any problems that may occur.



THE OBLIGATIONS

Committees must adhere to the Regulations of the National Campdraft Council of Australia and ACA as stated in this book. This means that prize money must meet the minimum requirements. A judge or judges from the ACA Judges Panel must be selected. ACA is to be advised of the desire for affiliation at least four weeks before the event and a copy of the program must be submitted. The official result sheets must be returned within seven days of the drafts and the Affiliation Fees must be paid.

THE REQUIREMENTS

All the campdrafts on the program are usually affiliated.

An Open draft must allow all Open class horses and riders to start and must be worth at least \$400 cash.

A Novice draft must be worth at least \$300 cash and a Maiden and a Ladies must be worth at least \$100 cash.

Ladies and Juveniles drafts must allow two horses per competitor other than in exceptional circumstances. Juveniles must be allowed to ride the horses of their own choice, excluding stallions.

Nomination Fees - see Rule D.4.

THE PROCEDURE

Either fax or write to ACA advising your chosen date, the number of drafts you wish to affiliate, the name of your judge or judges and the details of your prize money and entry fee, plus the fees to cover the cost of affiliation and insurance. If everything is in order, acceptance is automatic. If there are points that are incorrect, you will be advised and the steps necessary to rectify the problem.

Provided the affiliation has been received early enough, the dates and program details are then listed in the ACA NEWS and on ACA's official website. Ensure that the result sheets are completed and returned to ACA within seven (7) days.

ADVERTISING

If a committee desires, they can buy advertising space in the ACA NEWS to have their full program circulated through the paper distribution. Copies of this paper are distributed to members, affiliated committees, panel judges, horse breed associations and a few other organisations. Current advertising rates are available from the Secretary of ACA. ACA also displays programs on the official website.

INSURANCE

If your committee requires public liability and voluntary workers insurance, contact the Secretary of ACA.



ACA CODE OF CONDUCT - MEMBERS & COMPETITORS

Members and competitors should always be aware that campdrafting is a family sport and whilst competing, dealing with organising committees, or other members and volunteers, they should act with integrity, sportsmanship and courtesy. Members should always keep in mind that many members of organising committees, cattle donors and volunteers do not compete themselves and deserve the upmost respect for the sacrifices they make, which enable our members to compete at the hundreds of events sanctioned by ACA.

MEMBERS MUST:

1. Comply with the rules set out in the Constitution Rules and the rules set out in the booklet titled 'General Information Competition Rules and Guidelines'.
2. Accept the program (including any changes) set by the organising committee.
3. Accept the judge's decision without argument or complaint. A competitor may only discuss with a judge (in a polite and courteous manner) the awarding of course points.
4. Comply at all times with the NCCA Code of Conduct for Care and Treatment of Campdraft Livestock.
5. While competing adhere to ACA's Dress Code.
6. Be ready to compete when called to the camp (after three calls the competitor may be disqualified) and to comply with any directions of the judge.
7. Acknowledge the judge when directed to commence run.
8. Clearly call out when ready to leave the camp.
9. Not make illegal entries regarding either the class of competitor or horse in any event.
10. Not abuse or intimidate a secretary or member of an organising committee and always be courteous and polite when dealing with an organising committee or its representatives.
11. Stop competing immediately when the whip or time limit has gone.

DEALING WITH BREACHES OF THE RULES:

1. ACA will deal with breaches of this Code of Conduct if one of the following conditions is met:
 - A. a complaint signed by at least five members;
 - B. a complaint signed by the organising committee or its representative;
 - C. a complaint signed by the judge;
 - D. a complaint signed by one or more councillors; or
 - E. any other matter of which the Management Committee, the Executive, or the Code of Conduct Sub Committee becomes aware, and which in ACA's or one of its duly authorised sub committee's discretion is of sufficient seriousness to warrant action.
2. Once a complaint has been made, which ACA in its discretion deems is of sufficient seriousness, it will deal with it in accordance with Clause 11 of the Constitution Rules and may invoke any punishment prescribed in the Constitution Rules or any other sanction or punishment it thinks fit. In the event ACA or its sub committees believe the complaint does not warrant further action, it will



notify the complainant(s) as soon as practicable.

3. A judge or organising committee may immediately disqualify any competitor from a draft, including subsequent runs in that draft, if he or she has breached any rules referred to above. Such disqualification will not preclude ACA from taking any action it deems necessary.



ACA CODE OF CONDUCT – JUDGES

1. A judge must be on the Judges Panel to be able to judge an ACA-affiliated draft.
2. A judge should abide by the Rules at all times.
3. A judge shall judge in accordance with ACA's Code of Conduct for the Care and Treatment of Campdraft Livestock.
4. A judge should conduct themselves in a manner fitting and proper to one afforded the honour of officiating at any ACA-approved or sponsored contest.
5. A judge who has put themselves forward to the Judges Panel should make the effort to judge if approached.
6. A judge, who after accepting an assignment, fails to officiate without reasonable notice or reason, will be subject to removal from the Judges Panel as well as disciplinary action.
7. A judge should appear at the grounds in good time to communicate with the committee, yardmen etc, and to note the setting out of yards etc. It is the ultimate responsibility of the judge to see the draft run to its full potential. It is the judge's prerogative to dictate numbers of cattle in the camp and cattle-handling procedures, but this should be done in consultation with the committee, taking into account normal practice for the area. The judge should have the right of crowd control where necessary to give equal and maximum opportunity to all competitors. Judges are to use the public address system to give an address.
8. A judge must not judge a horse that they own, train or exhibit.
9. A judge should dress in a manner befitting the position, bearing in mind that he/she is setting an example to contestants. The wearing of caps, sneakers, T-shirts is not permissible.
10. A judge will not present themselves under the influence of alcohol or drugs.
11. Any misconduct on the part of the judge at any ACA contest, the use of abusive or bad language, showing favouritism to, or discrimination against, either an individual or a horse performing in the contest, or any other action unbecoming to one in this position, either on the grounds or elsewhere during the entire show, will make a judge subject to disciplinary action. Such judge may be disciplined, placed on probation or suspended from ACA.
12. A complaint against a judge must be submitted in writing to the Secretary of ACA within fourteen (14) days of the campdraft taking place. Any such complaint shall set out the grounds of the complaint and the facts and circumstances relied on in support of those grounds, and be signed by at least five persons, who shall state their involvement in such draft, eg ACA councillor, ACA Trial or Open Judge, competitor or spectator.
13. A Trial Judge who wishes to be elevated to an Open judge shall apply in writing to the Secretary of ACA for consideration by the Management Committee, after such application has been placed on the Management Committee Meeting Agenda. It is recommended that once on the Trial Panel, a judge should attend a Judges Seminar before being elevated to the Open Panel.
 - A. Any person wishing to apply to be a Trial Judge must apply to the Association within twelve (12) months of participating at a Judges Seminar.
 - B. If an application is rejected, the applicant may reapply no sooner than twelve (12) months from the date of the meeting that the application was rejected.



NATIONAL CAMPDRAFT COUNCIL OF AUSTRALIA (NCCA) RULES

INTRODUCTION

The following rules are mandatory to NCCA member associations. The aim is to have uniformity of campdraft rules Australia wide. Any member association wanting to change or alter a Rule must initially write to the NCCA, which will then circulate the proposed changes to member bodies. The NCCA will coordinate discussion and bring about a resolution of the proposed changes. The NCCA recognises that each association has their own rules pertaining to awarding of points, Encouragement draft restrictions, Rookie Horse, protective headgear, order of entries, etc.

NCCA RULES

JUDGING – GENERAL

- 1.1 When selecting a campdraft course, the judges should try to set a course that will allow competitors to compete in an attacking and attractive manner. Under no circumstances should a judge attempt to set a hard or difficult course, as this practice only produces sub-standard drafting, which is unattractive to spectators and is not in the best interest of promoting the sport.
- 1.2 The judge should address the competitors prior to the commencement of a draft.
- 1.3 Maximum points are horse work 70 points, Cut Out 26 points, course 4 points, to give a total of 100 points.
- 1.4 A minimum of five cattle must be provided in the camp yard at any one time, excluding the Junior draft, Junior Cut Out, Juvenile and Encouragement draft, unless prior approval is received from the Association and advertised at least 72 hours prior to the event.
- 1.5 Yard clearing and spelling procedures are to be specified at the beginning of the draft.
- 1.6 A competitor may only discuss course points with the judge, and in a polite manner. **THE JUDGE'S DECISION SHALL BE FINAL.**
- 1.7 When multiple judges are judging, individual scores should be announced prior to the aggregate score.
- 1.8 A member needs to be 18 years of age to judge a campdraft event.
- 1.9 In Campdrafting one eyed horses are not to be used.

JUDGING – CUT OUT/CAMP

- 2.1 The judge should order the removal from the camp of any unsound or distressed cattle, or cattle that may interfere with the competitor's Cut Out, and immediately replace the same number with sound cattle.
- 2.2 The competitor must not 'try out' or work a beast until instructed by the judge to commence their Cut Out.
- 2.3 Once a competitor starts to work a head of stock, they accept it as sound.



- 2.4 If a judge deems it necessary to interrupt a competitor's Cut Out, a fresh beast may be selected if so desired. The original beast chosen must first be removed from the camp and replaced with a fresh beast, with all previous faults carried forward.
- 2.5 Cut Out points will be held by the horse, whether or not it scores outside. Disputes over foul-ups at the Cut Out gate will be settled by the judge.
- 2.6 In the event of a beast breaking out of the face of the camp before the competitor calls for the gate, they must follow it. If the judge considers the competitor has been unduly disadvantaged and has not significantly contributed to the breakout, a re-run may be awarded.
- 2.7 In the case of a breakout of cattle from the camp, the number of replacement cattle is equal to the number of breakout cattle.
- 2.8 Where a re-run is awarded in relation to Rules 2.7 and 2.8, the competitor shall receive the lesser of the two Cut Out scores.
- 2.9 In any run-off for Cut Out prizes, each horse's score must be announced as soon as the individual Cut Out is completed. A fresh beast must be added after each Cut Out.
- 2.10 A committee using the two-camp system must clearly state on their program that this system will be used, and also advise any prospective judge.
- 2.11 A Cut Out is not complete until both beast and rider have exited the camp through the front gate.
- 2.12 In the event of a beast jumping out of the side or back of the camp where a re-run is required, the competitor will start with the same amount of cattle with their previous faults carried forward.
- 2.13 In the event of a beast being distressed, showing lameness or baling up and attempting to horn a horse, the judge shall terminate the Cut Out. In this case no re-run will be awarded.
- 2.14 In the event of a beast exhibiting bleeding as a result of a competitor's actions, the judge will terminate the round and no re-run be awarded. Where a beast exhibits bleeding through no fault of the competitor, the judge has the discretion to award a re-run.

DISQUALIFICATION

A competitor will be disqualified for:

- 3.1 Losing a beast twice into the cattle or, at the discretion of the judge, losing control of the beast for the second time.
- 3.2 Unnecessary delay while selecting a beast.
- 3.3 Changing beast after being clear of the cattle.
- 3.4 Calling for the gate with more than one beast in front of the horse and subsequently taking more than one beast out of the camp.

JUDGING – COURSE

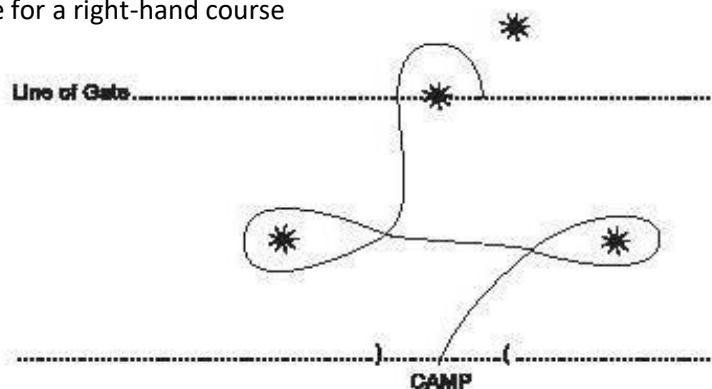
- 4.1 The time limit for completion of the course will be 40 seconds. The start of a run is when the horse exits the Cut Out.
- 4.2 The maximum points for the course will be 4 points. Points for the course shall be allocated as follows: 2 points for the first peg, 1 point for the second peg, 1 point for the gate.



- 4.3 The course shall be either left or right hand at the discretion of the judge and should be set to allow attractive campdrafting suited to the particular arena's size and condition.
- 4.4 The competitor is allowed two attempts at any one objective.
- 4.5 A missed peg must be completed before attempting the next peg.
- 4.6 In the event of a split peg, it will be classed as a missed peg and a competitor allowed a second chance at the peg and, if successful, will be allocated points for the peg.
- 4.7 The first peg must be completed for the competitor to receive horse-work points. The first peg is completed when the line between the first and second peg is recrossed. However, if either horse or rider or beast knock down a peg while negotiating the course, the competitor shall 'go on' to the next peg and points will not be allotted for that peg or any other subsequent peg, including the gate.
- 4.7.1 The second peg is completed when the line between first and second peg is recrossed by the beast, horse and rider.
- 4.8 In the case of a deliberate knockdown peg or deliberate split peg, the competitor will be disqualified. Clarification: Knockdown of a peg that has PVC pipe over an electric fence post. When the PVC pipe is on the ground, it is classed as a knockdown peg.
- 4.9 The line of the gate is a line parallel to the front of the camp, which passes through the left-hand peg of the gate for a right-hand course. At the judge's discretion, the gate may be offset.

Diagram 1 shows the line of the gate for a right-hand course

Diagram 1



- 4.10 Only one attempt to complete the gate is allowed once the beast and competitor have crossed the line of the gate. If the attempt is unsuccessful, the judge shall terminate the round and score the competitor, provided that in the opinion of the judge, the competitor has control of the beast.
- 4.11 If beast and competitor fail to cross the line of the gate, a second attempt to cross the line of the gate is required. On the second attempt, the beast and competitor must cross the line of the gate to be scored (time permitting).
- 4.12 A horse that clips a beast when changing sides shall be penalised; however, a competitor whose horse badly hits a beast over the hocks or runs up the rump of a beast will be disqualified.
- 4.13 Provided the first peg is completed, a competitor in control of their beast when time has lapsed, regardless of position on course, must be scored.
- 4.14 In the event of a beast being distressed, showing lameness, or bailing up and attempting to horn a horse, the judge shall terminate the round and score the competitor (provided the first peg has been completed). In this case no re-run can be awarded.



- 4.15 Where the judge terminates an outside run due to interference or safety concerns and the competitor is awarded a restart, the competitor will start again with the lesser of the two Cut Out scores with the original entitlement of cattle.
- 4.16 In the event of a beast exhibiting bleeding as a result of a competitor's actions, the judge will terminate the round and no re-run be awarded. Where a beast exhibits bleeding through no fault of the competitor, the judge has the discretion to award a re-run.

DISQUALIFICATION

A competitor will be disqualified for:

- 5.1 Knocking down the first peg by either horse, rider or beast. Losing control of the beast in the arena.
- 5.2 Running a beast into the arena fence.
- 5.3 Running a beast around the back or past the gate before completing the first and second pegs. Running a beast outside of the second peg before completing the first peg.
- 5.4 Running a beast through the gate from the front. Running a beast past the gate on the wrong side.
- 5.5 Failing to have control of the beast after passing behind the gate.

TERMINATION OF ROUND

The competitor shall cease to work the beast when:

- 6.1 The timekeeper's whistle has blown to terminate the round.
- 6.2 The judge terminates the round.

OTHER DISQUALIFICATIONS

A competitor will be disqualified for:

- 7.1 Turning their horse's tail to the beast. A tail turn is a turn executed by a horse in the opposite direction of the beast's line.
- 7.2 Causing their horse to badly hock a beast or run up its rump.
- 7.3 A fall of the horse or rider causing loss of control.
- 7.4 Ill-treating either the beast or horse.
- 7.5 Refusal to compete on sound, available stock.
- 7.6 Not being present on the third call.
- 7.7 Horse bucking or rearing out of control.
- 7.8 Excessive or harsh use of a bit or spurs. No whip or switch may be used.
- 7.9 Being considered not in safe control of their horse.

CLASSES OF HORSES

There will be four classes of horses:

- 8.1 Maiden Horses



A Maiden horse ceases to be a Maiden if it has won an event in any class or contest except Junior, Juvenile, Associate, Futurity and Encouragement drafts or Team events.

8.2 Novice Horses

A Novice horse is a horse that has won first prize in a Maiden, Novice, Ladies, Mens or a restricted campdraft and remains a Novice until the horse has won a further three Novice drafts. A horse that has won an Open campdraft ceases to be a Novice.

A horse can win four Novice drafts if it has not won a first prize in a Maiden.

8.3 Open Horses

An Open horse is a horse that has won a first prize in an Open campdraft, or has completed its Novice status.

8.4 Rookie Horse

A Rookie Horse is a horse that has not started in a campdraft prior to the commencement of the relevant association's competition season.

STATUS OF HORSE OR RIDER

9.1 Any event advertised as a campdraft, either in written or verbal form of advertising, shall change the status of a horse, whether or not the event is affiliated with a recognised campdraft association.

9.2 For a competition to be deemed a campdraft, either entry fees are charged or prize money given. Where awards are given and no additional entry fee is charged for any campdraft event, horse status will not be altered.

9.3 Restricted Campdrafts

A win in a registered breed society campdraft or invitation campdraft will alter the status of the horse as per the status of the event. If the class is unspecified, the status will be determined by the highest status of horse that competes.

9.4 The status of a horse winning a campdraft will be determined by the highest class of horse that competes with the exception of Juniors, Juveniles, Ladies, Mens, Old Buffers, Futurity, Associates and Encouragement campdrafts. The winner attains the status of the highest class of horse participating (eg if one Open horse competes then it is classed as an Open draft).

9.5 The first round of any campdraft must be completed before any winner can be decided. Where two or more horses tie for first place, the winner shall be determined by a run-off; however, under exceptional circumstances a draw will determine the winner of the campdraft if a run-off is not possible, with only the winner breaking status.

9.6 As a positive response to committees that wish to run a cattle-type contest without damage to a horse's status, the NCCA will accept the following types of contest without any penalty to the winning horse:

A. Cattle Working Contest - Contest 1

If Cut Out and horse-work points are allocated by the judge of the contest, then both the first and second pegs must be removed from the course. The gate is optional to the committee.

B. Cattle Time Trial - Contest 2

The normal campdraft course may be used as long as the winner is determined on a 'time' basis



and the judge allocates neither Cut Out nor horse-work points.

9.7 Team Drafts

Team drafts do not affect the status of any horse.

9.8 At campdraft Training Days, no horse's status will be broken.

9.9 Status of Horses and Rider at a Fixture

At a fixture, the rider and the horse's status will be as at the beginning of each event at that fixture.

COMPETITOR STATUS

10.1 Junior Rider: A Junior campdraft rider shall be aged from eight years, and under 13 years.

10.2 Juvenile Rider: A Juvenile campdraft rider shall be aged from 13 years, and under 17 years.

10.3 Associate Rider: An Associate campdraft rider shall be aged from 17 years, and under 21 years.

10.4 Encouragement Rider: An Encouragement campdraft rider shall be 17 years or over. An Encouragement campdraft rider is one who has not won an Open age draft (ie Maiden, Novice, Open, Ladies, Associates) or a restricted draft as in 9.3 and 9.4. A win will not alter the status of the horse. Riders cease to be eligible to compete after winning one (1) Encouragement or one (1) Open age campdraft or placing three times in an Open age campdraft.

Each association may have age restrictions for the following competitor statuses:

10.5 Maiden Rider: A Maiden campdraft rider must not have won a campdraft that breaks a horse's status, ie Maiden, Maiden 4 Maiden, Novice, Open, Restricted Open, Ladies or a restricted draft as in 9.3.

10.6 Novice Rider: A Novice campdraft rider is a rider who has not won an Open campdraft and does not qualify as a Maiden rider.

10.7 Open Rider: An Open campdraft rider is a rider who has won an Open or Restricted Open campdraft.

10.8 Master Rider: A rider aged 55 years or over.

10.9 Lady Rider: A female competitor. Age restrictions may apply.

GENERAL RULES

11.1 Dress

Competitors must be suitably attired and mounted for presentations. At all times in competition, campdraft competitors must wear a hat or safety helmet, boots, a collared, buttoned long-sleeved shirt and long trousers. Caps are not permissible. Competitors must be neat and presentable.

11.2 Saddlery

Competitors are allowed to ride in saddlery of their own choice, and horses can be worked in any bits, bosals or hackamores; however, the horse must have free use of its head, and any type of head tie-down, running reins, head checks, etc must not be used. The judge has the right to call on any competitor to inspect their gear and if the gear is illegal, the competitor is compelled to remove the offending article before competing.

11.3 Spurs



Suitable spurs are allowed but no whip of any kind may be carried or used by a competitor in a campdraft.

11.4 Nosebands

All nosebands attached to the bit are to be a minimum of 20 mm in width and of leather construction.

11.5 Rings with Stops

Rings with Stops can be used in Junior, Juvenile, Encouragement, Maiden and Ladies drafts.

11.6 Illegal Entries

Persons found guilty of an illegal entry of a horse must return all winnings relating to the offence to the committee where the offence took place and the guilty party, including the horse, may be suspended for a minimum of three calendar months.

11.7 Substitution

Changes of rider between rounds is only permissible under special circumstances, eg sickness, injury, family sickness, bereavement and the like. No rider points will be allocated where a change of rider occurs. Any campdraft that imposes restrictions on rider status cannot have a substitute rider.

11.8 Insufficient Full Scores

- I. The cumulative score from each round be carried forward into subsequent rounds.
- II. See below:
 - A. Those competitors on a full score carried forward from an elimination round shall have preference in aggregate placings over those carried forward on Cut Out scores only.
 - B. In the case of two or more full rounds and a final, those going into the final on a combination of full scores will have preference in aggregate placings.

If there are insufficient full scores to fill final placings, the committee may use Cut Out scores only to fill minor placings.

11.9 Placings in an Event

If there are two or more horses on the same score at the conclusion of an event or final of an event, placings will be decided on the run-off score.

11.10 First-Round Runs

All horses are allowed no more than one first round start per event.

11.11 Stallion Containment Requirements

Minimum Stallion Containment Requirements

In daylight hours, stallions must either be:

- A. Double-tied. Stallions to have an exclusion perimeter erected around the horse and area they are tied to exclude any possible interaction between the stallion and another horse or human.

OR

- B. Enclosed by panels. Stallions can be free to roam inside the panel area when an exclusion perimeter is erected around the panelled area, to exclude any possible interactions



between the stallion and another horse or human. Only one horse allowed per enclosure. Panels must be a minimum of 1500mm in height. Panels must be constructed using an equivalent of 25mm box or pipe equivalent as a minimum. Panels must be anchored securely to a solid object, eg. truck, post or tree.

At night:

The same rules apply to daylight hours with the additional requirement for a stallion that is in panels, which must have at least one additional form of restraint eg. tied up, hobbles or sideline.

11.12 Suspension of a Member

If a member is suspended from one member body of the NCCA, that individual is suspended from all affiliated NCCA member organisations.

11.13 If action is taken by an NCCA member body against a judge, the NCCA and other member bodies are to be made aware of such action.

SMALL ARENA CAMPDRAFTING

12.1 Small Arena Campdrafting

Small Arena campdrafting is conducted under the same rules as Large Arena campdrafting. The recommended minimum width of the arena will be 40 metres and the recommended minimum length will be 70 metres.

COMMENTS

Any work using the arena fence and work taking the beast outside the course proper and returning to commence the course will be penalised and judged accordingly in horse-work points. It will be up to the judge to determine when a rider has lost control and end the work.

Riotous or other behaviour at any ACA campdraft is considered a civil matter and should be dealt with by the appropriate authorities.



ACA RULES

A. GENERAL

- A.1 The Secretary of ACA shall keep a record of all results of ACA-affiliated campdrafts.
- A.2 ACA will accept dual affiliated committees provided that ACA members can compete in all campdraft events listed on the program without being compelled to pay either a membership fee, an insurance premium or any other similar charge or cost to any association or body.
- A.3 A competitor must be a full financial member of ACA before being eligible for standings points.
- A.4 Points will only be awarded for drafts that are affiliated with the Association.
- A.5 Members and registered horses are not precluded from competing at any unaffiliated campdraft.
- A.6 Any complaint made against any persons or committee must be submitted in writing to the Secretary of ACA within fourteen (14) days of the offence taking place. Any such complaint shall set out the grounds of complaint and the facts and circumstances relied on in support of those grounds, and be signed by at least five persons, who shall state their involvement in such event, eg competitor, spectator, ACA councillor, ACA judge.
- A.7 At a fixture, the horse's status will be as at the beginning of each draft at that fixture.
- A.8 All stallions must be enclosed as per NCCA Rule 11.12.
- A.9 If a competitor is deemed to have breached any area of any of the Codes of Conduct by any two ACA councillors, then a generic letter will be sent to them by ACA regarding the incident. They will have fourteen (14) days to exercise a right of reply. If the letter is not challenged or the incident is later confirmed, then this will count as the competitor's first warning. Further breaches over a one- year period will be referred directly to the Code of Conduct Sub Committee with a view to impose a suitable period of suspension on that competitor.
- A.10 A completely separate draw must be made for campdraft finals and all finalist be required to run in accordance with the draw.
- A.11 Second rounds of drafts should be run as a minimum in reverse order of the first round but preferably by a re-draw.
- A.12 All horses are to be run in the first round as nominated by the owner.
- A.13 In any combined draft (eg Maiden/Novice) horses are allowed only one first-round start.
- A.14 Events that commence on or before the 31 March will count towards the concluding year's points. Rookie Horses nominated for the forthcoming year cannot start at these events.
- A.15 Futurity Drafts
- A. The definition of a Futurity draft is for horses aged four years and under.
 - B. A horse's birth date will be determined by the paper's registration.
 - C. Unregistered horses must be accompanied by a veterinarian's certificate stating their age, obtained at owner's expense.
- A.16 No persons may be led in the same space (i.e. the cut out yard or arena) whilst cattle are present.
- A.17 Campdraft pegs should be a minimum height of 1000mm and a maximum width of 150mm only.



B. AFFILIATION

B.1 Affiliation fees shall be set by the Management Committee from time to time.

B.2 ACA does not allocate dates. However, once a date has been set any affiliated committee postponing a campdraft must notify the President of ACA and have a new date approved.

B.3 A limit of three affiliated programs per year applies to any one town. However, if in the opinion of the Management Committee further affiliations are desirable, they will be approved.

B.4 Medical Service requirements at ACA events meet the standards set in The Provision of First Aid, Ambulance and Medical Services in Australian Campdraft Association Events Policy.

B.5 Affiliation requirements:

A. Open Campdraft

- Must be open to all Open horses.
- Must carry total cash prize money of at least \$400.

B. Novice Campdraft

- Must carry total cash prize money of at least \$300.

C. Maiden Campdraft

- Must carry total cash prize money of at least \$100.

D. Ladies Campdraft

- Must carry total cash prize money of at least \$100. Must be a standalone event to be affiliated.
- Events that are restricted to ladies who are not allowed to compete in any other affiliated events, excluding Juvenile campdrafts, shall not be affiliated for ACA standings points.
- Ladies competitors only receive two lots of points regardless of how many runs they have.
- Cannot be run in conjunction with any other event.

E. Juvenile Campdraft

- Must be a standalone event to be affiliated.
- Juvenile riders to be judged under the same rules as affiliated drafts. Juveniles to compete on any status of horse.
- Juvenile competitors only receive two lots of points regardless of how many runs they have. Riders under the age of 18 must wear helmets whilst mounted on a horse at all ACA-affiliated events. Helmets must comply with current Australian and New Zealand safety standards and must be securely fastened under the chin at all times.
- In the event of committees running Juvenile drafts, they must run one affiliated draft for Juvenile riders aged from 13 years and under 17 years. They are then at liberty to run any number of unaffiliated additional Junior drafts to suit local age groups.
- Under no circumstances can a stallion compete in a Juvenile draft, including at ACA



National Finals.

- F. Under no circumstances are members under the age of 17 years permitted to ride/handle stallions within the perimeters of the grounds.
- G. At least 20 horses must start in Open, Novice and Maiden class contests for standings points to be allocated.
- H. At least 10 horses must start in Ladies, Juvenile and Restricted Open draft for Open horses only for standings points to be allocated.
- I. Junior Events
 - Junior campdrafts are to be judged the same as Juvenile campdrafts, but with one beast in the yard and leniency shown at the judge's discretion, OR
 - An alternative to running a Junior campdraft is to run a Junior training/horsemanship/cattleworking event.
- and
 - Juniors may compete on any status of horse.
 - Committees may restrict Juniors to a horse that does not compete in an Open age campdraft with another rider at that event.
 - **Juniors and Juveniles to be judged by an Open Judge where possible.**
 - Juniors must wear helmets that comply with current Australian and New Zealand safety standards and be securely fastened under the chin.
 - Juniors should be in full control of their horse at all times. Junior competitors are not to be led whilst in competition. Juniors should try not to make contact with the beast.
 - Junior events to have one sound beast in the Cut Out yard.
- J. Encouragement campdraft events cannot be run in conjunction with Open age events, ie Maiden, Novice, Open.

C. HORSE REGISTRATIONS

- C.1 Horse registration fees shall be set by the Management Committee from time to time.
- C.2 Registration is current for the life of the horse, provided the owner or lessee is a full financial member of ACA.
- C.3 A horse must be registered with the Association in a full financial member's name before being eligible for standings points.
- C.4 Upon winning a campdraft at an unaffiliated campdraft, which will move a horse up a division, it is the member's responsibility to inform the Secretary of ACA of the success.
- C.5 All registered horses shall be nominated in the member's name, which will be on record, when secretaries send results to the Secretary of ACA. The name of the rider must also be stated.
- C.6 If a registered horse is sold, it is the responsibility of both the vendor and the purchaser to notify the Secretary of ACA of the transfer within seven (7) days of the transaction.



C.7 When a horse is sold and is transferred out of its former zone, any accrued Novice and/or Open Horse Championship points will remain with the horse in respect to Zone Awards.

D. NOMINATIONS AND FEES

D.1 Fees are as set by the Management Committee from time to time.

D.2 It shall be a condition of entry at all ACA-affiliated campdrafts that each and every competitor in campdraft events accepts total and absolute personal responsibility for the risks involved during such event.

D.3 A competitor has the right to nominate their horses in the order that they wish to run them.

D.4 Nomination Fees and Added Entry:

A. Nomination Fees - Maximum of 4% of listed cash prize money. In addition, a Stock Levy of up to \$20 may be charged with listed cash prize money of \$1000 or less. This is the only levy that can be charged; committees CANNOT charge gate, parking, camping, ambulance fees etc, to any competitor.

B. Added Entry Drafts - Fees in excess of Rule D.4(a) may be charged provided that all the excess is added to prize money.

C. Open drafts that are restricted to Open horses only shall be allowed an increase in the nomination fee to a maximum of 6% of listed cash prize money; this includes the Stock Levy for up to \$1000.

D. In the event of a committee postponing a campdraft, a competitor is entitled to full refund of nominations.

E. In the event where a draft has started and has to be cancelled due to unforeseen circumstances (wet weather, accident, etc) and the first round is incomplete, the committee must refund all competitors (whether or not they have had a run) for the draft(s) that have not been completed. At the committee's discretion, a cattle levy (not exceeding \$20) can be kept from this refund.

D.5 Refunds Applicable to Scratchings:

A 100% refund of the nomination fee will be given if the competitor withdraws more than 168 hours (7 days) prior to 8:00am on the first morning of the program. If a competitor withdraws less than 168 hours (7 days prior to 8:00am on the first morning of the program), then the entire nomination fee may be retained by the committee.

If the committee deems that extenuating circumstances apply, then a refund may be granted. Each case will be at the discretion of the committee.

D.6 Committees may not bank cheques more than 10 business days prior to the commencement of an event and all prize money/refunds must be processed within 10 business days of the conclusion of the event.

D.7 In the event of a committee being unable to recover the proceeds of a dishonoured cheque from a competitor, ACA will cover both the proceeds of the cheque and the dishonoured fee, and assume responsibility for recovering the funds. Recovery requests will not be accepted if they are sent in after three months from the date of the event.

D.8 Committees must list the phone number of the committee secretary on their program.



- D.9 All programs must be presented to ACA for review.
- D.10 A committee that charges in excess of Rule D.4 will be contacted by ACA and asked to revise their program and represent the amended program before taking nominations. Failure to do so may result in said committee losing its affiliation.
- D.11 ACA-affiliated committees have the right to refuse a competitor's nominations.
- D.12 If a competitor changes a nomination (horse/rider) from the original draw after the start of an event, that run may be disqualified at the committee's direction unless when extenuating circumstances apply.

E. MANAGING NOMINATIONS

E.1 Rider restrictions:

- A. The number of first round starts to be determined by the organising committee with respect to the following rules.
- B. Committee's be given the right to restrict each rider to a maximum number of first round starts at each venue.
 - (i) For a campdraft being conducted on 1 day, the minimum number of runs per rider is 4.
 - (ii) For a campdraft being conducted on 2 or more days the minimum number of runs per rider is 8.
 - (iii) In extreme circumstances committee's have the right to make application to the ACA for a temporary change to run restrictions (ie. where the number of starters exceeds 500 in a single event, riders may be restricted to 2 first round starts for that event).
- C. All drafts count towards the total number of first round runs.
- D. Committee's have the right to exclude the Restricted Open Draft (restricted to open horses only) and/or the Futurity Draft (restricted to futurity draft only) from the minimum number of first round starts.
- E. If restrictions are imposed, any such restrictions are to be stated on the committee's program where possible.
- F. Committee's have the right to exclude competitors under the age of 17 years from any draft at their discretion.

E.2 Horse restrictions:

- A. Committees may restrict each horse to a maximum of two first-round starts excluding Ladies, Juvenile and Junior/Mini campdrafts.
- B. In exceptional circumstances, Ladies and Juvenile competitors can be limited to one horse in order to get the program completed.
- C. Novice and Maiden horses may not be allowed a start in an Open draft if the committee so desires. This must be prominently displayed on the program. Maiden horses may not be allowed a start in a Novice draft if the committee so decides. This must be prominently displayed on the program.

F. SWEEPSTAKE CAMPDRAFTS AND PRIZE MONEY POOL

- F.1 A committee may run a sweepstake contest as one or more of the contests on their program instead of a normal contest.



- F.2 The total nomination fee (including any Stock Levy, not exceeding \$20), the percentage of the prize money pool to be paid for round money, and the number of places to be paid in all sweepstakes (Jackpot) drafts shall be specified on the program.
- F.3 The total amount of nomination fee retained by a committee shall not exceed:
- A. \$12 one round plus Stock Levy.
 - B. \$15 two rounds plus Stock Levy.
 - C. \$18 three rounds plus Stock Levy.
- F.4 The total amount placed in the prize money pool shall not be less than:
- A. Open drafts - \$9 per horse.
 - B. Novice and Maiden drafts - \$8 per horse.
 - C. Ladies and Juveniles drafts - \$7 per horse
- F.5 Where a draft has fewer than 50 competitors, a 50% split will be employed, ie the total nomination fee excluding the Stock Levy will be split 50/50 (50% committee and 50% prize money).
- F.6 Events where nomination fees exceed \$60 will employ a split of not less than 60% prize money, 40% committee.
- F.7 ACA may withhold affiliation on a sweepstake program if there is evidence that exploitation of the scheme will result from such affiliation.
- F.8 All campdraft events must list the prize money breakdown for each event in the program.
- G. COURSE
- G.1 The minimum course shall be 30 metres and the maximum 50 metres. Any variations between are permissible.
- G.2 The distance to the first peg may be reduced to 25 metres at the judge's discretion.
- G.3 No fence shall be closer than 30 metres to any peg other than for exceptionally small arenas, where the judge should set their course to give maximum working room. If any peg is closer than 30 metres to the fence, the judge must state so in their address.
- G.4 The minimum gate shall be 4 metres.
- G.5 Refer NCCA Rule 4.9 for a right-hand course. A left-hand course shall be a reverse pattern of the diagram.
- H. ACA MANAGEMENT COMMITTEE
- H.1 For election of members of ACA Management Committee, the Commonwealth of Australia shall be divided into electoral zones. Each zone is to be represented on the Management Committee in proportion to the number of members who reside in that zone. Members of the Management Committee shall be residents of the zone in which they are elected.
- Should a member of the Management Committee change their address to another zone, then that member may hold the position only until the next Annual General Meeting, or may resign.



- H.2 A person's office as an ACA councillor is vacated if the person:
- A. ceases to be a full financial member of the Association: or
 - B. without Management Committee's leave, is absent from three (3) or more consecutive Management Committee meetings; or
 - C. resigns as a councillor; or
 - D. otherwise ceases to hold the office before the end of the councillor's term of office. (For more details re Management Committee membership, refer to the ACA Constitution).

I. JUDGES

I.1 An ACA judge must be a full financial member of the Association.

I.2 A position on the Judges Panel is a privilege and not a right. All judges shall thoroughly study and understand the Rules.

When judging a contest, the Judge should apply the Rules, be consistent in both scoring and discretion, and score in a reasonable and practical manner to conform to a generally acceptable standard.

I.3 A judge must not judge a horse that they own, train or exhibit.

I.4 A Judges Panel will be submitted to affiliated committees on request.

I.5 All complaints against judges must be submitted in writing to the Secretary of ACA within fourteen (14) days of the campdraft taking place. Any such complaint shall set out the grounds of complaint and the facts and circumstances relied on in support of those grounds, and be signed on all pages submitted by at least five persons, who shall state their involvement in such draft, eg competitor, spectator, ACA councillor, ACA Trial or Open Judge.

I.6 The major faults for a judge to avoid are:

- A. Not applying the Rules or making Rules outside of the judge's allowable discretion.
- B. Lack of consistency in disqualifications and scoring.
- C. Dishonesty or favouring competitors.

I.7 Judges for all affiliated Open drafts must be drawn from the approved Open Judges Panel where possible.

In the event that no approved Open Judge is available to judge an Open draft, the approval of the Secretary of ACA must be obtained to use a Trial Judge from the Judges Panel.

In the event that no approved Trial Judges are available to judge an Open draft, the Secretary of ACA must be advised so that approval may be obtained to use a judge from outside the Judges Panel. Judges selected are to be advised they must adhere to the Rules of ACA and that they should attend a Trial Judges Seminar at their earliest convenience so that they may be appointed as an approved Trial Judge to avoid further inconvenience. The committee shall submit a report on the judge's performance, if required to do so by the Secretary of ACA.

Trial Judges may judge any other draft.

I.8 Any person desirous of becoming a Trial Judge shall apply in writing to the Secretary of ACA and submit the following for consideration by the Management Committee:



- A. Full name, address, email address, telephone and facsimile number where applicable;
 - B. Judges Training Seminar/s attended;
 - C. Drafts judged (if any) - stating venue, draft and date; and
 - D. Names of two referees including their address, telephone and facsimile number or email address. If an application is rejected, the applicant may reapply no sooner than 12 months from the date of the Meeting that the application was rejected.
- I.9 A Trial Judge who wishes to be elevated to an Open Judge shall apply in writing to the Secretary of ACA and submit the following for consideration by the Management Committee after such application has been placed on the Management Committee Meeting Agenda.
- A. Full name, address, telephone and facsimile number where applicable;
 - B. Judges Training Seminar/s attended;
 - C. Drafts judged (if any) - stating venue, draft and date; and
 - D. Names of two referees including their address, telephone and facsimile number or email address. If an application is rejected, the applicant may reapply no sooner than 12 months from the date of the Meeting that the application was rejected.
- I.10 Any person who is on a Judges Panel of any association with whom ACA has reciprocal rights, may be appointed as a Trial Judge by the Management Committee. Such person will need to attend an ACA Judges Seminar at their earliest convenience before applying for elevation to the Open Panel.
- I.11 The Management Committee reserves the right to appoint a person as a Trial Judge, provided relevant details of experience are supplied to warrant such appointment.
- I.12 Both the Approved and Trial Panels will be subject to review by the Management Committee and judges may be added to either panel or deleted from either panel during such review.
- The Management Committee may, by giving notice in two editions of the ACA NEWS, require Trial and Open Judges to submit information for consideration when undertaking such a review.
- I.13 The Management Committee may resolve to form itself into a committee of the whole for the purpose of considering persons to be accepted as a Trial Judge, the elevation of persons from a Trial Judge to an Open Judge and complaints against judges.
- I.14 In the event of any run-off for the winner of the campdraft or Cut Out, each horse's score must be announced as soon as the individual Cut Out/campdraft run is completed. A fresh beast must be added for each competitor in the Cut Out/campdraft run-off.
- I.15 ACA will not affiliate a campdraft that uses two judges, whereby one judges the Cut Out and the other judges the horse work and course.
- I.16 In the event of a judge being unable to complete the judging of event due to unforeseen circumstances (eg accident, illness or injury, etc) the campdraft organising committee may appoint a judge of equal or higher judging status to complete the judging of the campdraft.
- J. POINTS AND COMPILATION OF RESULTS
- J.1 The Australian Championships for each year will be decided on a points score basis from the results of all affiliated drafts.
- J.2 The competition year commences on 1 April each year.



J.3 Points are allocated as follows:

60 horses or fewer	First	Second	Third	Fourth	Fifth	Sixth
Maiden, Ladies or Juvenile	6	5	4	3	2	1
Novice or One-Round Open	16	14	11	7	4	2
Two-Round Open (One Round and Final)	21	19	16	12	7	4
Three-Round Open (Two Rounds and Final) or Open Draft Restricted to Open horses only regardless of number of rounds (Code: ROO)	26	24	21	17	12	6
Open Draft where Maiden horses are excluded whether a One- or Two-Round contest (RON)	24	22	19	15	10	6

There are only two options for Restricted Open drafts, either:

- A. ROO for Open horses only; or
- B. RON for horses of Open and Novice status.

One additional point will be allocated to each of the above places for each extra ten (10) horses or part thereof. In any contest where there are more than 160 starters, then seventh and eighth placings in that contest shall attract standings points as follows:

- A. seventh place shall be worth 2 points less than sixth place.
- B. eighth place shall be worth 2 points less than seventh place.
 - I. Where the number of starting entries in an event exceeds 400, then there will be ten places awarded championship points.
 - II. Where the number of starting entries in an event exceeds 500, then there will be twelve places awarded championship points.

The points shall be calculated as follows:

- Ninth place shall be worth 2 points less than eighth place.
- Tenth place shall be worth 2 points less than ninth place.
- Eleventh place shall be worth 2 points less than tenth place.
- Twelfth place shall be worth 2 points less than eleventh place.

Juvenile members paying Juvenile membership only cannot obtain points in Open, Novice, Maiden or Ladies drafts.

J.3 Sufficient competitors to fill all placings must be taken into any final.



- J.4 All placings must be given back to sixth place where there are fewer than 160 starters, or back to eighth place where there are more than 160 starters.
- J.5 Determining Placings:
- A. Two-Round Draft
Cut Out points must be added to first-round points to determine placings if there are less than six or eight double scores.
 - B. Three-Round Draft
Horses with double scores contesting a final must place above those horses entering a final with a total score that includes a Cut Out score only.
(eg six horses contest final of a three-round draft - four with double scores and two with a total score that includes a Cut Out score only. The two horses with a total score that includes a Cut Out, contest fifth and sixth placings).
- J.6 If there are two or more horses on the same score at the conclusion of an event or final of an event, placings will be decided on the run-off scores.
- J.7 Ladies/Juvenile riders may only gain points from one Ladies/Juvenile campdraft per week. Points must come from the first Lady/Juvenile campdraft event ridden on that one weekend.
- K. CHAMPIONSHIP AWARDS
- K.1 Championships will be in 10 categories:
- A. Champion Horse of Australia. Only points won in affiliated Open drafts are counted in this award.
 - B. Champion Novice Horse of Australia. To be eligible, a horse must be either Novice or Maiden status at the commencement of the year. Only points won in affiliated Open, Novice and Maiden drafts are counted for this award.
 - C. Champion Rider of Australia. Only points won in affiliated Open, Novice and Maiden drafts are counted for this award.
 - D. Champion Novice Rider of Australia. To be eligible, a rider must be of Novice status at the commencement of the year. Only points won in affiliated Open, Novice and Maiden drafts are counted for this award. Points will be allotted to a rider for the full year if they become Open during the year of competition. NOTE: Novice rider is a rider who has not won an Open campdraft and does not qualify as a Maiden rider.
 - E. Champion Maiden Rider of Australia. To be eligible, a rider must be Maiden status at the commencement of the year. Only points won in affiliated Open, Novice and Maiden drafts are counted for this award. A Maiden rider must not have won a campdraft that breaks a horse's status.
 - F. Champion Associate Rider of Australia. To be eligible, a rider must be aged between 17 years and under 21 years. Points will be allotted from the date of their 17th birthday. Points will be allotted to a rider for the full year if they turn 21 years of age during a year. Only points won in affiliated Open, Novice and Maiden drafts are counted for this award.
 - G. Champion Lady Rider of Australia.
 - H. Champion Juvenile Rider of Australia.
 - I. Champion Master Rider of Australia. To be eligible, a rider must be 55 years or over.



J. End-of-Year Zone Awards will be presented for the following categories: Open Horse, Novice Horse, Open Rider, Novice Rider, Lady Rider, Master Rider, Maiden Rider, Associate Rider and Juvenile Rider (Points gained at the National Finals are not included for these awards).

L. ROOKIE HORSE AWARD

L.1 A Rookie Horse is a horse that has not started in a campdraft prior to 1 April in the competition year (excluding Junior, Juvenile, Futurity and Sale Incentive drafts, schools, etc).

L.2 The owner of a Rookie Horse must be a full financial member of ACA and the horse must be registered with ACA.

L.3 The competition runs from 1 April – 31 March.

L.4 Horses must be nominated as a Rookie Horse on the official form prior to their first start and lodged with the secretary. Nomination fee is to be determined by the Management Committee from time to time.

L.5 Points are gained from Maiden, Novice and Open drafts according to the ACA points schedule. Points cannot be gained from Novice and Open drafts at the National Finals.

Points can be gained from the two-round Rookie competition at the National Finals. Refer K.10 points schedule.

The total prize pool will include an amount contributed by the Rookie Sponsor.

L.6 Sponsors support the overall competition and not an individual horse.

L.7 Sponsors competition will be run in conjunction with the Rookie Horse completion rounds at the National Finals.

L.8 Sponsors will draw for horses starting in completion rounds and the aggregate score of drawn horses over the two rounds determines the winning sponsor.

Prize money allocated to the sponsors is split to three places.

L.9 Two competition rounds of the Rookie Horse competition will be held, and the number of eligible horses shall be in direct ratio to the numbers of sponsors (eg six sponsors = six top available horses may start at the finals).

L.10 Rookie horse points for completion rounds will be: first - 30 points, second - 25 points, third - 20 points, fourth - 15 points, fifth - 10 points, sixth - 5 points.

L.11 The breakdown of prize money will be:

- 50% of Competition Sponsors to the Sponsors Pool with the other 50% to the Competition Horse Owner Pool;
- 100% of Title Sponsor to the Competition Horse Owner Pool; 100% of the Nomination to the Competition Horse Owner Pool;
- Sponsors Pool paid to three places: first - 50%, second - 30%; third - 20%; Round prize money paid equals two-thirds of Competition Horse Owner Pool; Round 1 and 2 pay to five places (30%; 25%; 20%; 15%; 10%);
- Aggregate pay to six places (25%; 21%; 18%; 15%; 12%; 9%).



K. SIRE PROGENY AWARD

- M.1 Eligible sires for this award must be owned by a current member and the sire may be alive or deceased. In the event that a sire is deceased, a current member must have owned such sire on the date of death. Only registered progeny (not sires) may earn points in this award.
- M.2 Points are awarded as per the ACA points schedule.
- M.3 Nomination fee is applicable and sires must be nominated by 30 April of the competition year. Sires nominating after 30 April must pay a late nomination fee of \$110 inc GST.

N. REGISTER OF MERIT CERTIFICATES

- N.1 The Association will issue Register of Merit Certificates to registered camp horses that surpass a given total of performance points.
- N.2 There shall be six Register of Merit Certificates, each indicating a higher degree of worth than the previous certificate.
 - A. The first certificate shall be known as a Star Certificate, which will be awarded when the horse attains 30 performance points.
 - B. The second certificate shall be known as a Silver Star Certificate, which will be awarded when the horse attains 60 performance points.
 - C. The third certificate shall be known as a Gold Star Certificate, which will be awarded when the horse attains 90 performance points.
 - D. The fourth certificate shall be known as a Double Gold Star Certificate, which will be awarded when the horse attains 180 performance points.
 - E. The fifth certificate shall be known as a Triple Gold Star Certificate, which will be awarded when the horse attains 270 performance points.
 - F. The sixth certificate shall be known as a Diamond Star Certificate, which will be awarded when the horse attains 360 performance points.
- N.3 Performance points shall be awarded on the basis of: first place - 6 points; second place - 5 points; third place - 4 points; fourth place - 3 points; fifth place - 2 points; sixth place - 1 point.
- N.4 Points shall be counted from the results of all Open, Novice and Maiden drafts.

O. CERTIFICATE OF ACHIEVEMENTS

- O.1 Points for Certificates of Achievement will be won by horses from placings in Ladies and Juvenile campdrafts.
- O.2 There shall be six Certificates of Achievement awards, each indicating a higher degree of worth than the previous certificate.
 - A. The first certificate shall be known as a Bronze Certificate of Achievement, which shall be awarded when the horse attains 30 performance points.
 - B. The second certificate shall be known as a Silver Certificate of Achievement, which shall be awarded when the horse attains 60 performance points.
 - C. The third certificate shall be known as a Gold Certificate of Achievement, which shall be awarded when the horse attains 90 performance points.



- D. The fourth certificate shall be known as a Double Gold Certificate of Achievement, which will be awarded when the horse attains 180 performance points.
 - E. The fifth certificate shall be known as a Triple Gold Certificate of Achievement, which will be awarded when the horse attains 270 performance points.
 - F. The sixth certificate shall be known as a Diamond Certificate of Achievement, which will be awarded when the horse attains 360 performance points.
- O.3 Points for these certificates will be achieved from 1 April 1990 and shall be awarded on the basis of: first place - 6 points; second place - 5 points; third place - 4 points; fourth place - 3 points; fifth place - 2 points; sixth place - 1 point.
- P. ROLL OF HONOUR
- P.1 The Association may issue Roll of Honour Certificates to give recognition to people who have made a valuable and significant contribution to the sport of campdrafting. The Roll of Honour shall primarily consider elderly persons whose contribution is in danger of being forgotten by the passage of time. Such people need not be ACA members.
 - P.2 Entrance to the Roll of Honour shall be by nomination approved at a Management Committee Meeting.
- Q. NATIONAL FINALS
- Q.1 For the National Finals draft, all horses must maintain the status they held at the end of the competition year prior to the finals.
 - Q.2 Riders must be financial ACA members.
 - Q.3 Horses must be ACA registered.



ACA GUIDELINES

The following guidelines are set out to assist committees in the various aspects of conducting campdrafts

SUGGESTED METHOD OF DRAWING

- R.1 All those with three or more horses - draw owner's name and write in first horse. Space their other horses through the draw as evenly as practicable, depending on the number of total nominations. Fewer than 20 horses between rides to be avoided if possible.
- R.2 All those with two horses - draw owner's name and write in first horse.
- R.3 All those with one horse - draw owner's name and write in their horse, then write in second horse in order of their first draw.
- R.4 Leave spare line between each entry to allow for adjustments where necessary, eg any person with one horse should not be placed right at the end of the draw.
- R.5 Leave a spare nomination position every 15 or so places for emergencies or in case you need to shuffle someone on the day.

PRIZE MONEY

- R.6 Prize money will be split as follows:
Round money:
 - Under \$500 – 4 ways
 - \$500 - \$1000 – 6 ways
 - Over \$1000 – 8 ways
- R.7 Committees pay at a minimum to sixth placing in all drafts.
- R.8 Committees pay eight places in all drafts with over 160 starters, 10 places in all drafts with 400 starts and 12 places in all drafts with 500 starters.
- R.9 All prize money should be evenly divided using the following guidelines:
 - A.
 - 1. Three-round draft - First Round 15%; Second Round 15%, Aggregate 70%
 - 2. Two-round draft - First Round 20%; Aggregate 80%
 - B.
 - 1. Four places: first 40%; second 30%; third 20%; fourth 10%
 - 2. Six places: first 25%; second 21%; third 18%; fourth 15%; fifth 12%; sixth 9%
 - 3. Eight places: first 20%; second 18%, third 16%; fourth 13%; fifth 11%; sixth 9%; seventh 7%; eighth 6 %
 - 4. Ten places: first 18%; second 15%; third 12%; fourth 11%; fifth 10%; sixth 9%; seventh 8%; eighth 7%; ninth and tenth 5%
 - 5. Twelve places: first 18%; second 16%; third 14%; fourth 12%; fifth 10%; sixth 9%; seventh 6%; eighth 5%; ninth 4%; tenth 3%; eleventh 2%; twelfth 1%



MEDICAL SERVICE REQUIREMENTS

- R.11 As per Rule B.4, Medical Service requirements at ACA events must meet the standards set out in The Provision of First Aid, Ambulance and Medical Services in Australian Campdraft Association Events Policy.

GENERAL COMMITTEE INFORMATION

- R.12 The following clause is to be included in the Conditions printed on the event program: 'Any competitor who wishes to lodge a complaint at an affiliated campdraft must lodge the complaint in writing with the secretary of the host committee within one hour of the incident taking place. A fee of \$20 must be paid when the complaint is lodged. If the complaint is dismissed by the Committee, the \$20 is forfeited.'
- R.13 Campdraft judge to give their address over the public address system for the benefit of spectators.
- R.14 Judge is to be asked to state their expenses when invited to judge campdrafts. Recommended travel expenses are 50 cents per kilometre each way, plus accommodation expenses.
- R.15 For Zone Titles and major campdrafts, one judge is to be appointed for each campdraft prior to the commencement of the program.
- R.16 All Open drafts be run as individual drafts.
- R.17 Number of horses for second rounds and finals:
A. At least 20 horses per 100 entries should start in any second round.
B. At least 10 horses per 100 entries should start in any final.
- R.18 Committees to provide adequate announcing.
- R.19 Speary-horned cattle should be tipped.
- R.20 At the discretion of the Committee, when a Maiden draft receives more than 200 entries and above, it may be split evenly into Maiden A and Maiden B.
- R.21 It is recommended that a Juvenile campdraft have a minimum of two runs per competitor.



NCCA DRUGS AND WELFARE POLICY FOR HORSES USED IN CAMPDRAFTING

The NCCA recognises the importance of sound animal welfare policies, which prevent the use of animals that are not fit for competition. Fitness may be gauged as appropriate physical fitness or lack of suitability for competition due to injury or disease.

The NCCA recognises that animals used in competition must be treated in a humane manner and the NCCA does not condone the ill treatment or abuse of any animals whilst competing at campdrafts.

1. The following provisions regarding conduct shall apply to any event whether in competition or practice:
 - A. Inhumane treatment or abuse of a horse in any manner whilst in the arena or on the grounds is prohibited. Inhumane treatment includes, but is not limited to, the following:
 - I. Riding of a crippled, injured or lame animal.
 - II. Riding of a horse with a health abnormality, which could result in the horse's undue discomfort or distress.
 - III. Abuse of an animal, which includes excessive jerking, spurring, whipping or any other act intended to cause trauma or injury to the animal.
 - IV. Any act of abuse or intent to abuse an animal whilst in the campdraft arena or on the grounds or in the vicinity that could also endanger the safety of other persons or animals will not be tolerated and the persons may be subject to disciplinary action.
2. If the campdrafting committee discovers inhumane treatment or abuse of a horse, it may immediately bar the responsible party and horse from further participation from the event. This decision should be based on consultation with a veterinary surgeon. In the event that a veterinary surgeon is not available, then the committee shall consult with the judge(s) of the event before any action is taken under this rule.
3. Administration of a drug or drugs while on the grounds or in the vicinity of campdrafting grounds, including the arena, practice area or stables, is strictly prohibited with the following provisos:
 - I. Any horse winning an event may be swabbed. Other horses will be chosen at random before the running of an event and they will be swabbed at the completion of the event. The number chosen will depend on the number of entries in the event.
 - II. All testing will be by blood sample. Entry to any event will be contingent on permission for such blood samples to be obtained. The blood test will be an accurate determination of drug levels in the blood stream (not a screening test). A registered drug-testing laboratory will perform the test. Blood samples will only be taken by veterinarians using tamper-proof sample kits supplied by the testing laboratory.
 - III. A veterinarian must gazette all drugs that they have prescribed and administered to a horse up to 10 days prior to competition. This information must include a statement that **the horse is fit for competition, the reason the drug has been given, the drug administered, the dose, the route of administration, and the date and time that the last dose of the drug was administered.** All these conditions are mandatory. Any horse found to have a positive swab in the absence of a veterinarian's certificate will be reported to the governing association's drug committee.
 - IV. The result of drug tests will be reported to the governing association's drug



committee, which on advice from the testing laboratory will determine whether an offence has been committed and what penalty will be imposed. Drug levels that are not high enough to have influenced the performance of the horse will not attract any penalty. These levels will be taken from internationally published data. All results of negative tests will be destroyed.

- V. The cost of these tests will be borne by the governing associations except where such a test is positive, in which case the cost will be borne by the owner. In the event that a committee discovers or receives a complaint regarding inhumane treatment, abuse or any drug administration not in accordance with the above rules, the governing associations shall be notified and a hearing to consider disciplinary action against the responsible party (s) shall be scheduled.



NCCA CODE OF CONDUCT FOR THE CARE AND TREATMENT OF CAMPDRAFT LIVESTOCK

INTRODUCTION

- 1.1 The NCCA Code of Conduct for the Care and Treatment of Campdraft Livestock (the Code of Conduct) is intended to complement and support existing legislation. The staging of campdrafts and the conduct of those involved are subject to the relevant legislative requirements in each state.
- 1.2 The Code of Conduct is to be observed by all campdraft personnel at each campdraft affiliated with the NCCA and their member associations.
- 1.3 If for any reason there is a conflict between the rules of competition and the Code of Conduct, then the latter shall prevail without qualification.
- 1.4 Any competitor failing to comply with the Code of Conduct, including unnecessary roughness to livestock during competition in the opinion of the judges, shall be disqualified from the event.

CODE OF CONDUCT STATEMENT

- 2.1 It is the policy of the NCCA that animals used in campdraft shall be treated humanely and with proper consideration for their health and welfare.
- 2.2 The rules for the conduct of campdraft events shall be consistent with this Code of Conduct and shall be specifically designed to prevent cruelty and minimise the risk of unintentional injury or mistreatment.
- 2.3 This voluntary Code of Conduct shall be binding on the NCCA, its officers, members and affiliated campdraft committees.

CAMPDRAFT CATTLE

- 3.1 All cattle used in campdrafting must be a suitable size and in a healthy, strong condition, as dictated by normal circumstances for open-range cattle in that particular region.
- 3.2 Female stock that is in an obvious pregnant condition must not under any circumstances be used in any campdrafting event.
- 3.3 Assembly of stock must be in stock-proof yards. All yards and loading ramps must be constructed and maintained to minimise stress and inconvenience.
- 3.4 All cattle presented by the committee for use in competition must be fed and watered in accordance with normal husbandry methods for cattle in transit by droving or motor transport.
- 3.5 Shelter from heat, wind and cold is not considered necessary for cattle except in extreme conditions of climate.
- 3.6 At the completion of unloading stock, a representative of the promoting committee is to inspect stock and any injured animals are to be treated and placed in a situation to relieve stress as soon as practical.
- 3.7 During every event, a representative of the committee will supervise the use of stock to ensure the continued suitability of stock for use during such event.



- 3.8 Where an animal is deemed to be in a state of distress that requires euthanasia, the person responsible for the animal must ensure it is carried out as soon as possible, humanely and results in immediate death. Euthanasia must be performed only by persons competent in the method used and licensed where appropriate.
- 3.9 In campdrafting events, cattle may only be used once at the same venue.
- 3.10 The judge must order the removal from the camp of unsound cattle or distressed cattle.
- 3.11 All horses shall be presented in good body condition and soundness satisfactory to the judge of the campdraft. The judge must disqualify from competition any horse not meeting their requirements.
- 3.12 The judge must disqualify any competitor causing unnecessary distress to either horse or beast in any campdraft.

AREAS TO MONITOR FOR ANIMAL WELFARE CONCERNS

- 4.1 Arena surface preparation.
- 4.2 Fitness and training of horses in campdrafting events.
- 4.3 Ensuring cattle are not overworked following completion of a campdraft run.
- 4.4 Tack and equipment used by competitors.
- 4.5 Climate conditions.



NCCA CODE OF PRACTICE FOR COMMITTEES OPERATING A CAMPDRAFT

These requirements have been specifically written to address improvement in the Committees of Campdrafts and public liability insurance issue.

This Code of Practice states the requirements for those Associations that seek to upgrade to meet a standard that is acceptable by both.

RISK AND PROSECUTION

Following a statutory (legislative) requirement will provide you with a defence in a prosecution for a breach of an obligation (i.e. duty of care).

Following an advisory standard or industry code of practice will also provide you with a defence in a prosecution for breach of an obligation.

If you do not follow an advisory standard or industry code of practice, you must show that you took reasonable precautions and exercised proper diligence in choosing a way to manage exposure to the risk, or that the breach happened as a result of factors over which you had no control.

These requirements are designed to help Committees meet their obligations. Committees may also need to undertake specific risk assessments.

GENERAL

These requirements are aimed at reducing or eliminating risks to both participants and spectators in campdrafting events. They do not include special rules that Associations may impose, such as those relating to the running of events, arena size or setup, competition rules, disqualification and so on.

This Code only addresses risks related to the use of horses at campdrafts and the need to control unintended interactions between horses and people. In addition there are a number of other risks that are associated with horses at campdrafts.

These include but are not limited to:

- Injury due to physical conditions (e.g. slips, trips, falls)
- Environmental injuries(e.g. sunstrokes, insect bites)
- Property damage (e.g. a damaged car).

In order to comply with this code, operators will need to comply with the general requirements and the specific requirements for the activities they undertake.

Notwithstanding any provisions of this code, all Committees have a duty of care to all participants, staff, and spectators. Each individual Committee should review the operations at their campdraft to ensure they meet this requirement.

This code does not specifically address requirements under State and Local Government legislation. Committees are advised to check carefully with the relevant authorities.



GENERAL REQUIREMENT FOR ALL CAMPDRAFTS

Horse and Rider Equipment

1. All riders under the age of 18 years must wear, properly fitted helmets (includes use of the chinstrap) that comply with current AS/NZS standards (3838) and are less than five years old from the date of manufacture.
2. Appropriate footwear must be worn at all times when riding. This footwear must enable removal of the foot from the stirrup iron. It must also prevent the foot sliding forward and through the stirrup iron.

When handling horses (i.e. not riding) footwear should be worn that provide strong protection to the top of the foot.

Leather boots are preferred. Open toed sandals and thongs are not to be worn.

3. All Associations should advise participants on footwear and dress requirements.
4. All equipment (e.g. saddles, bridles) used with the horse should be in good repair and correctly fitted.
5. Saddles must be securely attached to the horse in a manner that keeps the saddle properly in place. A saddle must have at least two points of attachment. Suitable attachments are a double buckle girth, girth and surcingle, or double wrapped latego.

Buildings and Grounds

1. Committees should ensure buildings used as part of a campdraft, comply with appropriate State and Local Government Safety Regulations. Particularly in relation to fire control systems, food preparation areas and waste disposal. All buildings that are not used for campdraft activities should be kept secure to prevent unauthorised entry.
2. Where practical, all grounds should have a secure perimeter that reduces the likelihood of horses or cattle escaping. Where fencing is not practical, alternate means should be provided for avoiding uncontrolled stock gaining access to roads.
3. In order to reduce the potential for uncontrolled, and unsafe, interactions between horses, cattle, humans and property (including vehicles), signs should be installed that indicate:
4. Areas the public are permitted and where access is restricted.
5. Potential dangers to the safety of both humans and horses.
6. Where campdrafts involve moving stock on public roadways, signs must be installed to adequately warn motorists of the use of the road by horses, riders and cattle.
7. All campdrafts should have access to a First Aid kit. All officials and staff should be made aware of the location of the kit. At least one clearly identified person must be nominated to provide first aid during all of the events at a campdraft.
8. All premises must have an effective communication link for contacting emergency services. All officials and staff should be aware of the location of the communication link.
9. Committees must, as far as practicable, ensure all areas are free of hazards, particularly slip, trip and fall hazards, that may cause injury to horses, riders, staff and the public.



Staff

1. Staff involved with horses and cattle must be such that they can confidently manage and handle interactions between horses, cattle and humans so that accidents, to themselves, spectators or competitors, are avoided.
2. Staff not involved with stock must be able to carry out their duties both efficiently and safely.
3. Consideration must be given to legal age limits for being in charge of an activity.

Horses

1. Owners of horses are responsible for ensuring the safety of the public is not compromised by horses that show dangerous behaviour. Owners must take all necessary action to isolate, or control such horses.
2. It is the horse owners responsibility to ensure, as far as possible that horses and riders are matched to each other for the activities being undertaken.
3. Each operation must promote humane conduct of horse use and management, with proper consideration for the horses' health and welfare.
4. In situations where spectators and members of the public can gain access to horse areas, information must be readily available advising of the potential risks associated with horses and horse activities.
5. Advice should include any restrictions applying to behaviour, prohibited areas or specific actions that may lead to injuries.
6. Advice should be readily available in a clear and easy to understand form.
7. Advice could be in the form of signs, notices, on the backs of tickets or in public address announcements.
8. Operators should provide areas for spectators that are clearly separated from those areas where horse activities take place. Separation would most likely be achieved by fencing, which must act as effective physical deterrent.
9. Where fencing is not practical, alternate means must be provided for avoiding uncontrolled interactions.
10. Uncontrolled interactions can result in severe injuries to horses, riders, staff and spectators.
11. All accidents (physical injuries), or serious incidents where there is no actual physical injury, and incidents which may have the potential for psychological trauma (e.g a horse bolting), that are brought to the attention of staff or that require treatment by staff are to be recorded in an incident report.
12. Incident reports are to be reviewed and actions taken are to be recorded. Incident reports and reviews are to be retained for a minimum of seven years. Insurance advice is that many claims arise three or more years after an accident, and the incident report can provide invaluable evidence of what occurred. Names and addresses of witnesses are also important.
13. Committees should develop a set of processes that address the issue of a participant or member of the public failing to comply with a reasonable direction, the intention of which is to prevent possible injuries or accidents.
14. All Committees should endeavour to develop a culture of continuous improvement, through the use



of staff and volunteer training, event reviews, activity reviews, review of incident report statistics to improve the safety and enjoyment of staff competitors, horses and spectators.

General

Since campdrafts can include a range of non-horse related activities that may impinge on the safety of participants and spectators, an additional set of requirements has been included to address these risks.

1. All areas must have their surfaces flat and clear of obstacles, rubbish, potholes and similar dangers.
2. Where steel fencing is used as a barrier, it must be correctly assembled and securely fastened in accordance with the manufacturer's directions.
3. Where star droppers or posts are used for temporary fencing they must be capped with plastic caps.
4. Electrical cables, hoses, ropes or similar items must not be laid on the ground in areas accessible to the public, or in walkways used by horses.
5. Walkways and passageways must be free from obstructions and be kept clean. Horse droppings are to be removed from internal walkways as soon as possible.

Horses

1. At all times, horses must be either under control (e.g. being led or ridden) or stabled/contained whilst at a campdraft event.
2. All riders, should not engage in, or be knowingly involved in, cruelty to a horse.
3. Where adverse environmental conditions occur a 'Grounds Officer' must decide on changes to the program, to ensure activities can continue without significantly increasing the risks of injuries to either horses or riders. E.g. Temperatures over 40C or below 5C, Dust storms, Fog or rain sufficiently heavy to cause the surface to become slippery with standing water.
4. Each event must have a judge responsible for control of horses and cattle in the arena and for determining questions or disputes arising from conduct in the arenas or for the condition of the arenas.

Other Requirements

1. Each event should appoint a Risk Manager to evaluate the risks to the event and institute appropriate measures to control the risks (using the requirements in this Code as a starting point).
2. Each event must appoint a 'Security Officer' who is responsible for ground, property and personal protection.
3. The organiser is responsible for establishing, promulgating and training staff in procedures for handling unruly or intoxicated persons.
4. Organisers must institute a responsible service of alcoholic beverages and comply with the liquor licensing laws.
5. Organisers are responsible for establishing, promulgating and training staff in procedures related to fire control and evacuation.



6. Dogs must either be excluded from the event or kept on a leash or securely tied up at all times.
7. All exits from buildings are to be clearly signposted and remain unobstructed.
8. All electrical wiring or installations must be carried out by a licensed electrician and comply with AS/NZS 3000 and AS/NZS 3002.
9. All electrical boxes on poles or posts in arenas and marshalling areas are to be fenced off.
10. Where designated horse washing areas are used, the public must be excluded from the area.
11. For all Campdraft events and associated activities St John Ambulance Officers or similar must be in attendance at all times whilst events are in operation.
12. Free and unobstructed access to the site must be available for emergency vehicles.



NCCA MEMBER PROTECTION POLICY

1. Policy statement

The National Campdraft Council of Australia is committed to providing a sport and work environment free of harassment. We believe that anyone who works for us or represents us, and everyone with whom we deal, has the right to be treated with respect and dignity. The National Campdraft Council of Australia will not tolerate harassment in our Organisation. We will take all complaints of harassment seriously, and will ensure they are dealt with promptly, seriously, sensitively and confidentially. Disciplinary action can be taken against a person who is found in breach of this policy.

2. Application of

This policy applies to all Campdrafters, Instructors, employees, administrators, officials, volunteers and members of the National Campdraft Council of Australia.

This policy applies to behaviour occurring both within and outside the course of the National Campdraft Council of Australia's business, activities and events, when the behaviour involves individuals associated with the National Campdraft Council of Australia and negatively affects relationships within our sport and work environment.

This policy applies to harassment occurring between any participants in the National Campdraft Council of Australia

The Chairman of the National Campdraft Council of Australia accepts that the elimination of harassment leads to a more stable, productive and successful Sport of Campdrafting under The National Campdraft Council of Australia.

3. Confidentiality

The National Campdraft Council of Australia management and officers responsible for implementing this Member Protection Policy will keep confidential the names and details related to abuse, discrimination and/ or harassment complaints, unless disclosure is necessary as part of the disciplinary or corrective process

4. Responsibilities

The National Campdraft Council of Australia is responsible for taking all reasonable steps to prevent harassment in our Sport of Campdrafting and for ensuring our policy is well known throughout all Associations affiliated with the National Campdraft Council of Australia. This means we will take whatever steps necessary to ensure that everyone associated with the National Campdraft Council of Australia knows:

- what harassment means
- that it is against the law
- that it will not be tolerated.

While the National Campdraft Council has ultimate responsibility for ensuring that the sport of Campdrafting is free of harassment, each Affiliated Campdraft Association will accept day-to-day responsibility for implementing this policy.

Full Policy Details are available on the NCCA Website or on request from the NCCA Secretary.



NCCA ANTI-DOPING POLICY FOR CAMPDRAFT COMPETITORS

THE NCCA POSITION ON DOPING

The National Campdraft Council of Australia condemns the Use of Prohibited Substances and Methods in sport. The use of prohibited substances and methods is contrary to the ethics of sport and potentially harmful to the health of Campdrafters.

The only legitimate use of prohibited substances and methods is under the supervision of a physician for a clinically justified purpose.

The National Campdraft Council of Australia aims to stop Doping practices in sport by:

- A. Educating and informing Persons about drugs in sport issues;
- B. Supporting the drug testing programs and education initiatives of ASDA and other Anti-Doping Organisations.
- C. Imposing effective sanctions on Persons who commit Anti-Doping Rule Violations.

ARTICLE 2 - APPLICATION OF THIS POLICY

This policy applies to:

- A. Members of all affiliated Associations of the N.C.C.A.;
- B. Campdrafting competitors;
- C. Campdrafting Support Personnel;
- D. Directors and Judges ; and
- E. Employees and contractors of The National Campdraft Council of Australia

ARTICLE 3 - OBLIGATIONS

3.1.1 The policies and minimum standards set forth in the Code of the W.A.D.A. (World Anti Doping Agency and implemented in this Anti-Doping Policy represent the consensus of a broad spectrum of stakeholders with an interest in fair sport.

The persons identified in Article 2 are bound by this Anti-Doping Policy as a condition of their participation and/ or involvement in the sport.

Full Policy Details are available on the NCCA Website or on request from the NCCA Secretary.



NCCA SOCIAL MEDIA POLICY

1. Purpose

Social media (see 2.0 below for definition) offers the opportunity for people to gather in online communities of shared interest and create, share or consume content.

As a member-based organisation, National Campdraft Council of Australia (NCCA) recognises the benefits of social media as an important tool of engagement and enrichment for its members.

NCCA and its campdraft Associations have long histories and are highly respected organisations. It is important that Campdrafting's reputation is not tarnished by anyone using social media tools inappropriately, particularly in relation to any content that might reference the organisation.

When someone clearly identifies their association with National Campdrafting Council of Australia (NCCA) or any of the Affiliated Associations and/or discusses their involvement in the organisation in this type of forum, they are expected to behave and express themselves appropriately, and in ways that are consistent with NCCA's stated values and policies.

This policy aims to provide some guiding principles to follow when using social media. This policy does not apply to the personal use of social media platforms by NCCA members or staff where the NCCA member or staff makes no reference to NCCA or related issues.

2. Scope

This policy applies to NCCA members and members of Affiliated Associations, staff or any individual representing themselves or passing themselves off as being a member of NCCA.

This policy covers all forms of social media. Social media includes, but is not limited to, such activities as:

- Maintaining a profile page on social or business networking sites (such as LinkedIn, Facebook, Shutterfly, Twitter or MySpace);
- Content sharing include Flickr (photo sharing) and YouTube (video sharing);
- Commenting on blogs for personal or business reasons;
- Leaving product or service reviews on retailer sites, or customer review sites;
- Taking part in online votes and polls;
- Taking part in conversations on public and private web forums (message boards); or
- Editing a Wikipedia page.

The intent of this policy is to include anything posted online where information is shared that might affect members, colleagues, clients, sponsors or National Campdrafting Council of Australia as an organisation.

3. Guiding Principles

- 3.1 The web is not anonymous. NCCA members and staff should assume that everything they write can be traced back to them.



- 3.2 Due to the unique nature of National Campdrafting Council of Australia in Australia, the boundaries between a member's profession, volunteer time and social life can often be blurred. It is therefore essential that members make a clear distinction between what they do in a professional capacity and what they do, think or say in their capacity as a volunteer for NCCA. NCCA considers all members of NCCA are its representatives.
- 3.3 Honesty is always the best policy, especially online. It is important that NCCA members think of the web as a permanent record of online actions and opinions.
- 3.4 When using the Internet for professional or personal pursuits, all members must respect the NCCA brand and follow the guidelines in place to ensure NCCA's intellectual property or its relationships with sponsors and stakeholders is not compromised (see 5.0 below), or the organisation is brought into disrepute.

4. Usage

- 4.1 For NCCA members and staff using social media, such use:
- Must not contain, or link to, libellous, defamatory or harassing content. This also applies to the use of illustrations or nicknames;
 - Must not comment on, or publish, information that is confidential or in any way sensitive to NCCA, its affiliates, partners or sponsors; and
 - Must not bring the organisation or campdrafting into disrepute. For NCCA staff using social media, such use:
 - Must not interfere with work commitments.
- 4.2 Furthermore, NCCA members and staff may not use the NCCA brand (see 5.0 below) to endorse or promote any product, opinion, cause or political candidate; and it must be abundantly clear to all readers that any and all opinion shared are those of the individual, and do not represent or reflect the views of NCCA.

5. Branding and Intellectual Property (IP)

It is important that any trademarks belonging to NCCA or any state centre, branch or club are not used in personal social media applications, except where such use can be considered incidental - (where incidental is taken to mean "happening in subordinate conjunction with something else.").

Trademarks include:

- Club, branch and NCCA logos; or any other associated slogans;
- Images depicting campdrafting volunteers, staff and/or equipment, except with the permission of those individuals.

6. Official NCCA Blogs, Social Pages and Online Forums

When creating a new website, social networking page or forum for staff/club member use, care should be taken to ensure the appropriate person at a club/branch/state level has given written consent to create the page or forum.

Similarly, appropriate permissions must be obtained for the use of logos or images. Images of minor children may not be replicated on any site without the written permission of the child's parent and/or



guardian.

For official NCCA blogs, social pages and online forums:

- Posts must not contain, nor link to, pornographic or indecent content;
- Some hosted sites may sell the right to advertise on their sites through 'pop up' content which may be of a questionable nature. This type of hosted site should not be used for online forums or social pages as the nature of the 'pop up' content cannot be controlled;
- NCCA employees must not use NCCA online pages to promote personal projects; and
- All materials published or used must respect the copyright of third parties.

7. Consideration Towards Others When Using Social Networking Sites

Social networking sites allow photographs, videos and comments to be shared with thousands of other users. NCCA members and staff must recognise that it may not be appropriate to share photographs, videos and comments in this way. For example, there may be an expectation that photographs taken at a private NCCA event will not appear publicly on the Internet. In certain situations, NCCA members or staff could potentially breach the privacy act or inadvertently make NCCA liable for breach of copyright.

NCCA members or staff should be considerate to others in such circumstance and should not post information when they have been asked not to or consent has not been sought and given. They must also remove information about another person if that person asks them to do so.

Under no circumstance should offensive comments be made about NCCA members or staff online.

8. Breach of Policy

8.1 NCCA, its state based Associations and clubs continually monitor online activity in relation to the organisation and its members. Detected breaches of this policy should be reported to NCCA.

8.2 If detected, a breach of this policy may result in disciplinary action from NCCA.

A breach of this policy may also amount to breaches of other NCCA policies. This may involve a verbal or written warning or in serious cases, termination of your employment or engagement with NCCA. NCCA members may be disciplined in accordance with NCCA disciplinary regulations.

9. Consultation or Advice

This policy has been developed to provide guidance for NCCA members and staff in a new area of social interaction. NCCA members or staff who are unsure of their rights, liabilities or actions online clarification, should contact the NCCA Secretary.



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