



GUIDELINES FOR CROSS-COUNTRY STARTERS



From the USEA Volunteer Committee

The instructions that follow give you the basics of your job; consult with the Volunteer Coordinator or officials of the event if you have questions or need additional information to fill in and supplement this document.

Checklist of what to bring with you to the event on competition day. Depending on the day and predicted weather, for your comfort:

- Closed-toe shoes that are comfortable for walking and good in any weather (wet grass, mud, arena footing, etc.)
- Folding chair, rainwear, extra warm clothing or jacket, bug repellent, sunscreen, hat/visor, a snack and thermos/cooler with beverages.

Generally provided by the event:

- Clipboard (with waterproof covering), pencils, radio

Before the event:

- Watch the video for this position. Go to the USEA website, www.useventing.com and search for the Volunteer Videos.
- Get the address of the show facility and ask the Volunteer Coordinator where the meeting point is located at the show grounds.

GETTING READY FOR YOUR JOB

Checking in

- Arrive at the meeting point at least 15 minutes before your shift begins to check in and pick up your materials. At a minimum, you should have a clipboard with the cross-country order-of-go, cross-country timing sheets, timing device, radio and pens or pencils.
- If the event is using the www.eventingvolunteers.com app, don't forget to check in on the app so that your volunteer hours count towards the year-end awards.

Setting up your station

- Your station will be at the start of the cross-country course, by the cross-country start box.
- When you get to your station, organize your materials (timing device, timing sheets, order-of-go, radio) so you have everything ready before the cross-country phase begins.
- Depending on your event, the timing equipment may be a stopwatch with printer, an atomic clock, or some other device. Perform a check of the timing device so you know how to operate it.
- Review the order-of-go to see how many competitors are in each level, which competitors have multiple horses, if there are any missing numbers, etc.

Communicating with other volunteers and officials

- Introduce yourself to the Cross-country Warm-Up Steward
- Communicate with the Cross-country Controller to let them know you are in place and ready.
- Ask the Volunteer Coordinator, Technical Delegate or Cross-country Controller if there are any special instructions for you, such as knowing optimum times, what to do when someone has not made it to the start box in time, etc.

YOUR JOB AS CROSS-COUNTRY STARTER

Your job as Cross-country Starter is to start each competitor on cross-country at their scheduled starting time.

What you Need to KNOW

- Schedule and order in which the levels will take place.
- How to monitor the timing device so you can verbally count down at 1 minute, 30 seconds, 15 seconds, 10 seconds, 9 seconds, 8 seconds, etc.

What you need to DO

- Follow the order-of-go to determine which competitor is next to go on course. You should have a competitor ready to go into the start

box, one on deck waiting close to the start box, and another competitor ready.

- If there are any changes from what is on the order-of-go, be sure to alert the Cross-country Controller.
- Clearly and loudly announce the time left for the competitor to leave the start box. Start at 1 minute, then 30 seconds, 15 seconds and count down from 10 to start.
- As the competitor leaves the start box, write down the competitor's number and the exact start time (hours, minutes, seconds).
- Call in the start time for the competitor.
- If a competitor starts early, their time will be recorded from the moment they crossed the start line.
- Transiting the start box in such a way or at a pace which places the starter or other personnel at risk will be subject to penalties under EV112 (Dangerous Riding). Notify the Technical Delegate of the situation.

HANDLING OUT-OF-ORDER COMPETITORS

- Out-of-order rides should be the rare exception and not the rule. If the Technical Delegate is in the area, you can consult with him or her.
- Depending on your event, competitors may be allowed to ride out of order. Check with the Cross-country Warm-up Steward, Cross-country Controller or Technical Delegate to find out the protocol for out-of-order competitors.

AFTER COMPLETING YOUR JOB

Checking Out

- Return all materials (clipboard, pens, radio, etc.) back to show office and let the Volunteer Coordinator know you are leaving. If any lost items were brought to you, turn these in at the show office as well.
- If the event is using the www.eventingvolunteers.com app, don't forget to check out on the app so that your volunteer hours count towards the year-end awards.

OTHER THINGS YOU MIGHT SEE DURING THE CROSS-COUNTRY PHASE

Unauthorized Assistance

- Competitors are not permitted to receive outside assistance, solicited or not, from you or anyone else while they are on course, other than handing them headgear or spectacles.
- If you witness anything that looks inappropriate, write down the competitor's number and pertinent details, identify a bystander who saw the situation and report immediately to the Technical Delegate or Ground Jury member.

Falls

- Do NOT put the radio down if assisting with a situation; immediately report the status of three things—the horse, the competitor and the jump!
- If medical assistance is needed for the competitor or the horse, contact the Safety Coordinator and request medical or veterinary assistance.

Cruelty and/or Abuse

- Cruelty and/or abuse can include inappropriate use of the whip, spur or bit while competing or waiting to compete.
- If you witness anything that looks inappropriate, (such as a lame or exhausted horse) write down the competitor's number and pertinent details, identify a bystander who saw the situation and report immediately to the Technical Delegate or Ground Jury member.
- If you see anything that resembles blood on the horse or competitor, notify the Technical Delegate so that the situation can be assessed.