

---

**STATUTORY POSITION**

**MEMBER OF THE PARA-EQUESTRIAN DRESSAGE TECHNICAL COMMITTEE**

**1. TERM**

The term will begin at the close of the General Assembly at which the Committee Member (the "Member") has been appointed and remain in office for a period of four years, unless he/she resigns, are dismissed by the General Assembly or cease to act as Member for any other reason.

**2. PRIMARY POLICY RESPONSIBILITY**

To support and actively endorse policies which arise from the FEI Bureau (the "Bureau").

To assist the Chair of the Committee and the Discipline Director in the advancement of the Discipline internationally.

The Committee reports to the Bureau through its Chair unless the Chair or his or her deputy is not present, in which case the given Committee shall report through the Secretary General.

**3. KEY SUCCESS FACTORS**

The Applicant should be able to show:

- 3.1. Must have proven knowledge and experience in the Discipline at the International level, either as Official, Organiser, Athlete, Trainer or Chef D'Equipe for at least 5 years;
- 3.2. Good knowledge of the Discipline Rules and General Regulations;
- 3.3. Must be proficient in the English language;
- 3.4. Knowledge and interest in Development work;
- 3.5. A commitment to ethics, fair play and honesty;
- 3.6. An ability to be open-minded, innovative and "forward-thinking" and to work as part of a team;
- 3.7. An understanding of the goals and mandate of the Committee and is willing to work toward promotion of the welfare of the horse and the growth and development of the Discipline globally, with no personal or national agenda;
- 3.8. Time availability for the Committee (i.e. attendance at committee meetings 1-3 times per year, 2-3 days including travel day, attendance at monthly telephone conferences, daily access to email, willing to commit 4-8 hrs per fortnight for Committee work.)

**4. ADMINISTRATIVE DETAILS**

An annual travel and subsistence budget will be established by the Discipline Director.

**5. KEY RESPONSIBILITIES**

- 5.1. To attend and actively participate in the Committee Meeting(s), as well as telephone conferences, unless otherwise requested by Headquarters and to provide impartial advice on all policy matters;
- 5.2. To maintain contact throughout the year with the Headquarters through the Discipline Director and to respond to FEI correspondence within a reasonable time-frame;
- 5.3. To have sufficient available time to commit to the Committee;
- 5.4. To ensure that opportunities are given to a wide variety of volunteers and that these positions are given impartially and without favour;

- 5.5. To develop policy plans, as tasked by the Chair and the Discipline Director;
- 5.6. To undertake tasks as assigned by the Chair and Discipline Director;
- 5.7. To support the design and operation of the FEI Solidarity Programme.

## **6. KEY COMMITTEE RESPONSIBILITIES**

The Committee shall advise and make proposals to Headquarters on the following matters:

- 6.1. Establishment and amendment of rules for international Events including Olympic/Paralympic Regulations and programmes (if applicable), Championships, FEI Series and specific rules for the different categories of athletes;
- 6.2. Management of International Events in the Discipline;
- 6.3. Development of the Discipline;
- 6.4. Education of FEI officials;
- 6.5. Development of Olympic/Paralympic & FEI Solidarity programmes;
- 6.6. Appoint and monitor officials and other relevant representatives of the FEI, including status of Judges, Stewards, Technical Delegates, and Course Designers (when applicable);
- 6.7. Recommend the allocation of FEI Named-Events to the Bureau;
- 6.8. Any advice requested by Headquarters.

## **7. POSITIONS CONSTRAINTS**

- 7.1. To sign a responsibility and acceptance document which includes key responsibilities following appointment as well as a conflict of interest disclosure statement;
- 7.2. As an FEI appointed official to undertake to respect all FEI Rules and Regulations, as well as the FEI Code of Ethics and Conflict of Interest Policy (see Appendix 3 – Internal Regulations of the FEI). Particularly to commit to avoid any actual or perceived conflict of interest. To maintain a neutral, independent and fair position towards all FEI constituents. Financial and/or personal interests shall never influence officiating duties and shall spare no effort to avoid any such perception. In this sense to update the Conflict of Interest Statement annually or as necessary;
- 7.3. In the course of the duties or when representing the FEI to refrain from making any public statements, including to the media or in social media, that might cause harm to the FEI or to equestrian sport in general. This includes statements that might create a perception of bias;
- 7.4. Shall remain neutral when performing his duties as member and may not represent the interest of any specific stakeholder or third parties;
- 7.5. To acknowledge that the Curriculum Vitae (without contact details information) of appointed bodies are published on Inside.fei.org and available to the public;
- 7.6. To acknowledge that the Bureau is to provide policy and Headquarters to provide the day to day management of FEI business;
- 7.7. May not sit on more than 1 Standing Committee at the same time or hold another position within the Bureau or Headquarters;
- 7.8. May not serve more than 1 full term in the same function without a break of 2 years;
- 7.9. This position is honorary and carries no remuneration. Reasonable expenses incurred while fulfilling the functions of a member of the Committee shall be met by the FEI;
- 7.10. To not exceed travel and subsistence budget, unless authorised by the Bureau.