

# Dhahran Arabian Horse Association



## Rules and Regulations

(Revised April 2016)

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## 1. SAFETY RULES AND HORSE WELFARE ISSUES

- 1.1 The facilities of DAHA are not open to the general public except on days of competitions. At all times, non-members are not allowed in the Stables area unless accompanied by a DAHA member.
- 1.2 No service activity for gain by a member (i.e. giving riding lessons, trimming horses' feet, renting horses etc.) shall be allowed at the stables or any premises under the supervision of DAHA without the express permission of the Board of Directors and Administrator, Recreation Services Division, Dhahran. Every such activity shall at all times be subject to conditions, rules and regulations as the Board of Directors may direct, and permission may be modified or withdrawn at any time.
  - 1.2.1 No one is to receive a lesson without Board consent. All instruction must be sanctioned by DAHA board and in compliance with Recreation rules.
- 1.3 Riding in Saudi Aramco residential areas, on the golf course, or in any area specifically prohibited by Saudi Aramco (e.g. construction sites, spray fields and cricket pitch immediately adjacent to the stables, sidewalks, paved roads except for crossings) is forbidden unless special Saudi Aramco authorization has been granted.
- 1.4 The riding of any horse without proper means of control (i.e. an orthodox bridle) is prohibited. It is specifically prohibited to ride with only a halter/head collar.
- 1.5 It is forbidden to touch or feed any horse, except in an emergency, without the owner's permission.
- 1.6 Horses may not be ridden at any pace above a walk in these areas:
  - All grassed areas (except when under professional instruction)
  - In the stable yard
  - On the drive directly by the Chuckwagon
  - In the car parking area between run pen and the stable yard.

Walk/trot is allowed behind modules 4 & 5 (roadside). Discretion is to be used in areas where lessons are being given.

- 1.7 Any horse out of its stall must be under proper control by means of a head collar or bridle at all times. Allowing loose horses to run back to their stalls is specifically prohibited. Additionally, horses being tacked or untacked outside their stalls must be securely tied to the hitching rails and not left unattended.
- 1.8 Horses may not be ridden under the roof of the tack box modules.
- 1.9 Lunging horses in the stable yard is prohibited.
- 1.10 Grooms may lunge horses after they have successfully completed BHS standard lunge training carried out by DAHA professional instructors. Standards of lunging provided by grooms will be continually monitored by instructors who may withdraw the privilege at their discretion.
- 1.11 Riding and handling any horse without due care and attention to public safety is prohibited.
- 1.12 Horses may be bathed only on the concrete wash-down areas, not at the taps near modules.
- 1.13 Members' dogs are only permitted at the stables if kept on a short leash and under full control at all times.
- 1.14 Willful or unintentional abuse, neglect or cruelty to any horse at the Stables is forbidden and appropriate action will be taken by the Board. BHS horse welfare standards will be applied by instructors and enforced by the Board.
- 1.15 Willful vandalism of any property at the Stables is prohibited and appropriate action will be taken by the Board.
- 1.16 When riding in lessons under instruction, hard hats and safe riding boots with a heel must be worn.
- 1.17 All riders must wear an approved safety helmet while mounted.
- 1.18 No sandals or other open footwear should be worn in the stable yard by anyone, including members, associate members, grooms and visitors.

- 1.19 When riding in a fenced schooling area, all gates must be closed to avoid horses galloping into stable yard if rider is unseated. Gates must always be closed for lunging.
- 1.20 Climbing the white plastic ranch fencing is strictly prohibited at all times.
- 1.21 It is ***strongly recommended*** that horses are not ridden within 48 hours of receiving vaccinations and lessons/schooling will not be scheduled during that period.
- 1.22 All horses must have their hooves trimmed on a regular basis with **no more** than 8 weeks between trims, unless exempted by an AKC veterinarian due to medical reasons.
- 1.23 All horses must have their teeth checked annually and necessary treatment carried out as per the veterinarian recommendation.

## **2. GUIDELINES FOR SAFE/CONSIDERATE BEHAVIOR**

- 2.1 If lesson arenas are in use, please ask permission to enter. Equally, please give permission unless you are having severe problems with your horse.
- 2.2 When several horses are being ridden in the lesson ring together:
  - 2.2.1. Pass left hand to left hand.
  - 2.2.2. Slower paces stay on the inside track.
  - 2.2.3. Halt for tack adjustments or rest in the center of the ring.
  - 2.2.4. Normal work (walk, trot, canter) should give way to lateral work (leg yield, shoulder-in, etc.).
  - 2.2.5. Be considerate of young horses and allow them plenty of space.
  - 2.2.6. Circle away well before coming up behind another horse.
- 2.3 Do not ride up close behind another horse when out hacking, and always reduce speed when near another horse.

- 2.4 When jumping, please leave jumps in a usable state (i.e. do not leave poles scattered). Always clear away and report broken jumps to either the Instructor or First Vice President.
- 2.5 Be mindful of harsh climate conditions and do not abuse horses with excessive work in the heat or dust.
- 2.6 Unaccompanied children under the age of 7 are not allowed in the yard. Accompanied small children must be kept under close parental control at all times, and are not allowed to use the stable yard, lawns or any other area as a playground.
- 2.7 Do not tie horses at a rail or at the wash-down areas and leave them unattended.
- 2.8 Saudi Aramco dress code applies at the stables, respecting local customs and sensibilities.

If there is a clear, repeated contravention of the Guidelines for Safe and Considerate Behavior, this shall be considered a violation of the Rules and Regulations and shall be treated accordingly.

### **3. ADMINISTRATION OF RULES AND REGULATIONS**

- 3.1 The Instructors have the authority to require adherence to safety practices in any situation that they personally observe, whether the specific incident is covered in the Rules or not.
- 3.2 Serious, repetitive, or deliberate infringement of the Rules by any member should be reported in writing to the President. Such a report should include dates, times, nature of the infringement(s), witnesses and other relevant information. Infringements by a non-member should be reported to any Board member for immediate corrective action.
- 3.3 The President will, within 3 days of receipt of the complaint, notify the member concerned of the complaint, and offer that member an opportunity to make a written reply to the complaint (in the case of a minor, the parents will be notified). Recreation will also be advised if relevant to the situation, for example in the event of a security issue. Said reply should be made within 3 days of notification of the complaint, and should be directed to the President.

- 3.4 The Safety/Security Committee (or Board if no active SS committee is sitting) will meet within 5 days of receipt of the reply to consider both the complaint and the reply. The Committee/Board will determine by a two-third majority vote if there was a serious, repetitive, or deliberate infringement of the Rules.
- 3.5 An appeal of any ruling made by the Safety/Security Committee may be made in writing to the Board of Directors. The Board will investigate the situation and decide if the ruling shall stand or be revoked. The Board will, in writing, notify all parties concerned of their decision. Further, an appeal may be made to the general membership in a special meeting.

#### **4. PENALTIES**

- 4.1 A letter of reprimand may be sent to the offender (or his/her parents, in the case of a youth) and acknowledgment of receipt will be requested.
- 4.2 A member who receives more than 3 reprimand letters within a 12-month period shall automatically have his/her riding privileges suspended until he/she has attended such safety seminars/lectures and/or has passed such proficiency tests as the Board of Directors may direct.
- 4.3 The President shall notify the member and the Board of Directors, in writing, of such suspension. The Board of Directors will determine the requirements for removal of the suspension and notify the member, in writing, within 5 days of the suspension.

#### **5. STALL ASSIGNMENT RULES**

**Before any member may join the stall waiting list or for 'transfer of ownership', if a member has never before owned a horse at DAHA they must complete, at their cost, an introductory class with a DAHA instructor. Upon their horse's arrival to DAHA they must complete a second class.**

- 5.1 Regular or Associate members may apply to the Stable Representative, in writing, for a stall assignment. The application will be handled, based upon the date of the requests, including but not limited to the following priorities:
  - 5.1.1 Horses already stabled at the Association facility that are sold to an entitled person with the intent of keeping them at the facility are guaranteed a stall

assignment (but not necessarily the same stall), in the event that the seller relinquishes a stall.

5.1.2 Horses belonging to employees who have been transferred from any of the other Saudi Aramco communities.

5.1.3 A new member wishing to purchase a horse.

5.1.4 A family-status member wishing to acquire another horse up to their limit as directed by the Constitution, Section 3.8.

- 5.2 By the end of the first week in each month, the Stable Representative will review the outstanding stall assignment requests against the availability of vacant, unreserved stalls. The Stable Representative will reserve the stalls for these requests in priority order according to the date of the request.
- 5.3 No later than the 15th of the month, the Stable Representative will advise the stall applicant that a stall has been reserved, effective the first day of the following month. The established stall service charge will be levied commencing on the effective date of the assignment. The reservation period will be limited to 3 months, except for priority 5.1.2 which will have no time limit.
- 5.4 If a member wishes to extend the reservation period for a stall assignment, he/she must make a request in writing to the Stable Representative before the offer expiry date.
- 5.5 If the member requesting the stall assignment is out of the Kingdom when the stall becomes available or during the reservation period, the reservation period may be extended for a period not exceeding 2 months.
- 5.6 If a horse dies, has to be put down, or is sold, the Association will reserve the same stall for the member, if he/she so elects, for a period of 3 months. If the member is out of the Kingdom during this time, the period may be extended for up to two months. The member must continue to pay the stall service charge.
- 5.7 Members may not install, construct or materially alter any facility at the stables, except reasonable furnishings and adornments of their tack box interiors, without the written permission of the First Vice-President.
- 5.8 Members may not move horses to different stalls without the permission of the Stable Representative.

- 5.9 If occupants of multiple tack boxes wish to remove partitions, written permission must be obtained from the First Vice-President. If the member does not replace the removed partitions when the tack boxes are vacated, the member will be billed the cost of replacing the partition.
- 5.10 If a working electric fan is not already fitted in the stall, one will be provided by DAHA and charged to the member.
- 5.11 The Stable Representative must be informed of all horse sales immediately, using the Transfer of Ownership form.

## **6. ADMISSION OF HORSES TO DAHA STABLE & QUARANTINE POLICY**

**DAHA Instructor will have the right to refuse entry to any incoming horse on the grounds of DAHA safety standards based on the horse evaluation criteria provided.**

**Evaluation by DAHA Instructor will be required before a horse is allowed to enter DAHA and/or leave the DAHA quarantine pen, all associated costs to be covered by the owner.**

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### **6.1. General Procedure**

6.1.1 Obtain a blank Certificate of Admission from the Stable Representative and complete details of horse.

6.1.2 After receiving confirmation of the availability of a stall, arrange for quarantine space reservation for needed period.

6.1.3 Arrange Veterinary Health Check (VHC) on arrival at Dhahran (including mandatory pregnancy test for all mares).

6.1.4 Upon arrival at the stables, and after a satisfactory VHC, 14 days quarantine commences.

6.1.5 After 14 days of quarantine, a second VHC is made and the release signed or further quarantine ordered. On receipt of this completed form the Stable representative assigns a stall and permits release from quarantine,



6.1.6 Stallions are not permitted into DAHA facilities for safety reasons.

6.1.7 *Pregnant* mares are not permitted into DAHA facilities for safety reasons, and because handling and training facilities for young horses are not available at DAHA.

6.1.8 Unless foals are enrolled in the DAHA schooling program (specifics to be discussed with the DAHA instructor) they must be removed from DAHA by 1 year of age.

6.1.9 New horses must arrive with 1. Basic tack - halter and lead rope, 2. Basic grooming equipment - hoof pick and brush, 3. Fly protection - fly boots, fly mask, and fly spray. Horses without this equipment will not be permitted entry to DAHA.

6.2 Horses from Saudi Aramco Districts or Approved Stables NOTE: Quarantine space reservations and VHC are not required while there is no current disease problem at any of these approved stables.

6.2.1 Obtain a blank Certificate of Admission from Stable Representative and complete details of horse.

6.2.2 After receiving confirmation of the availability of a stall, arrange for quarantine space reservation for needed period.

6.2.3 Arrange for VHC on arrival at Dhahran and quarantine until completed. If VHC is satisfactory, release form may be signed, otherwise commence 14 days' quarantine.

6.2.4 A second VHC not required if release authorized under 7.2.3, otherwise as 7.1.5.

6.2.5 On receipt of this completed form, the Stable Representative permits release from quarantine.

6.3 Horse from other Veterinary Supervised Stables

6.3.1 Obtain a blank Certification of Admission from Stable Representative and complete details of horse.

6.3.2 After receiving confirmation of the availability of a stall, arrange for quarantine space reservation for needed period.

6.3.3 Saudi Aramco veterinarian will inspect the horse on arrival at the stables during normal consulting hours only, and considering the history, origin and result of this examination, may sign the vet release or order other arrangements. The horse will remain in quarantine until this examination is completed.

6.3.4 Quarantine not required if release authorized in 7.3.3, otherwise as in 7.1.5.

6.3.5 On receipt of the completed form, the Stable Representative will permit release from quarantine.

#### 6.4 Horses Removed from Dhahran Stables

6.4.1 No horse can be removed from the DAHA facility until the Treasurer is notified by either the owner or the head groom and all accounts are settled.

6.4.2 Horses removed to premises covered by Sections 7.1, 7.2, and 7.3 above must complete the quarantine formalities applicable to the class of premises before returning to their Dhahran stall.

6.4.3 For premises covered by 7.2, no quarantine will be required provided:

- i. The destination premises and animals thereon are apparently free from infectious disease, and a written certification to this effect signed by the Saudi Aramco veterinarian is provided to the DAHA Board within 5 days prior to movement.
- ii. The DAHA Board is informed in writing and approves the movement.
- iii. The horse returns to Dhahran within 48 hours of departure (this will permit simple movement for inter-area events).

Considering the application of these procedures, the following should be borne in mind:

6.5 Although stables may be visited regularly by Saudi Aramco veterinarians, not all the horses are examined at each visit, and those that are, may not be inspected from a quarantine point of view. A check for lameness does not include an inspection for ticks, for example. There is a need for some form of paper certification, not verbal messages from owners.

- 6.6 An 'Approved Stable' is one which, in the opinion of the Saudi Aramco veterinarians, is able to provide animal health, management and environmental conditions similar to Saudi Aramco stables.
- 6.7 A 'Veterinary Supervised Stable' is one known to have access to veterinary services, but where management or environmental Conditions cannot be controlled according to DAHA stables standards. Examples are stables in Riyadh from where horses visit for shows (e.g. IES).
- 6.8 The Saudi Aramco veterinarians shall be empowered to order the horse removed from DAHA premises if they consider the horse has any contagious condition, or order the owner to carry out any treatment considered necessary for the benefit of the horse or to protect the other horses at DAHA. **For this reason, owners should have the vetting done before purchase or arrival in Dhahran.**
- 6.9 The Saudi Aramco veterinarians will be responsible for ensuring the proper application of veterinary checks for each case and the owner shall, after securing the form and entry reservations from the DAHA Board, make the required arrangements for VHCs directly with the veterinary clinic.
- 6.10 There may be difficulties determining the arrival date, quarantine period and Saudi Aramco veterinarian visits in a specific time period. **The owner is entirely responsible for compliance with DAHA Board requirements.**
- 6.11 All horses, irrespective of stable of origin, must have a tick bath either immediately prior to their arrival or on arrival at the DAHA stables. This provision also applies to horses from DAHA stables returning from a show held either at an approved/non-approved stable as well as any DAHA horse which has been temporarily stabled outside the DAHA facility for whatever reason. A request for an exception to this regulation must be made in writing to the Board of Directors who will consult with the Saudi Aramco Veterinarians for a decision.

## **7. GRASS PADDOCKS – Conditions of Use**

The 1<sup>st</sup> VP is responsible for the maintenance of the two grass paddocks (pens) which are available to all horse owners. Non-adherence to these Conditions of Use will result in loss of grazing privileges:

1. Grass pens are available on a first come, first served basis, but grazing time should be limited to one hour as there is no water supply or sun shelter in the paddock.

2. To prevent colic or other illness, do not graze overheated horses immediately after exercise.
3. Any trash must be removed before horses are released into the paddock.
4. Due to the close proximity of the general public, horses must be supervised at all times whilst in the paddocks.
5. Horse owners are responsible for picking up their horses' droppings and equipment is provided by the paddock gate. Cleaning the paddocks is not the grooms' responsibility.
6. Climbing the white ranch fencing is strictly prohibited at all times.
7. The paddocks may be locked at any time at the discretion of the 1<sup>st</sup> VP to prevent over-grazing.

## 8. LESSON POLICY

DAHA is not a public riding school. All of the horses are privately owned. Instructor time is prioritized as follows:

1. Schooling Horses / Lessons to Horse owning members
2. Lessons to Associate Members.

Lessons are provided by qualified instructors, and are available to Members and Associate members only.

Associate members: Lease Lesson Horses - there is an additional charge per halfhour for the use of the horse. Alternatively, you may be able to arrange privately to borrow a horse from another member. If you do this, please check with the instructor that the horse is suitable and ensure you show the instructor a copy of the rider privilege form.

To arrange lessons, contact the instructors directly.

### Lesson fees

Please see Appendix A. at end of Rules and Regulations document.

The care and well-being of any horses owned by DAHA will be under the oversight and jurisdiction of the DAHA instructor and the Board of Directors.

### Cancellation Policy

Any losses on the lesson program must be made up by DAHA; therefore there is a 24-hour deadline for cancellation of lessons. **Any lesson not cancelled the day before will be charged to the members or associate members account.** The exception is when the horse turns up lame just before or during the lesson, in which case there is no charge.

To cancel, the member or associate must contact the instructor directly by either phone or email at least 24 hours before the scheduled lesson.

## 9. ARENA USE POLICY

Only a DAHA instructor may have exclusive use of an arena for teaching or schooling purposes. All other arenas may be shared by members.

DAHA instructors have first priority for use of the round pen and arenas while teaching or schooling. Instructors may ask a member to vacate a particular arena to give way for a lesson or schooling session when needed.

The round pen may be used for a limit of 30 minutes per day, per horse.

Appendix A.

**RATES EFFECTIVE NOVEMBER 2015**

30 minute riding lesson given by DAHA instructor	SR 100
30 minute schooling given by DAHA instructor	SR 100
30 minute riding lesson given by Guest instructor	SR 120
30 minute schooling given by Guest instructor	SR 120
30 minute lease lesson any instructor	SR 200
Monthly groom fee	SR 150
Farrier – trim	SR 160
Farrier – ½ shod	SR 205
Farrier – full shod	SR 245
Horse shoe price varies per size and material	
Hay	SR 5 per bag
Camel straw	SR 20 per bag
Bran	SR 60 per bag
Alfalfa	SR 30
Crushed barley	SR 95
Monthly stall fee	SR 350
Stall deposit – refundable	SR 450
Stall fan	SR 840