

NATIONAL REINING HORSE ASSOCIATION

Statement of Policy

DATE SUBMITTED	May 6, 2014	POLICY NUMBER	14-05-39
DATE APPROVED	May 6, 2014	CATEGORY	
DATE REVISED		DATE EFFECTIVE	May 6, 2014
SUPERSEDED BY		DATE REVIEWED	

SUMMARY

Steward Incident Investigative Panel

PROCEDURE:

- A) Complaints, concerns and other feedback regarding stewards can only be brought forward to the Stewards Committee by Show managers, NRHA Executive Committee members or NRHA Committee members.
- B) The NRHA Steward Evaluation Form will be used to present complaints and feedback to the Stewards Committee.
 - a) The form will be in the show packet provided to show managers by the NRHA office.
 - b) It will be the steward's responsibility to remind the show manager of the form and encourage its use.
 - c) The NRHA will receive the form and forward it to the Chairman of the Stewards Committee.
- C) A three (3) member "Incident Investigation Panel (IIP)" will be appointed by the chairman of the Stewards Committee whose purpose will be to investigate each case and present the results to the Stewards Committee.
 - a) The IIP will coordinate and handle the investigation; all information will remain confidential.
 - b) If the IIP determines that the complaint is unwarranted, the IIP can recommend to the Stewards Committee that the case be dismissed with no further action necessary.

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- c) If further investigation is deemed necessary to determine the merit of the complaint(s), the steward in question will be contacted by the IIP, the situation explained in detail and the Steward will be given the opportunity to present his/her case to the IIP.
- d) Upon completion of all investigations, the IIP may recommend the following to the Stewards Committee:
 - i) Dismissal of the case; no wrong doing found.
 - ii) A non-punitive, informational phone call to the steward, the purpose being to prevent future similar situations.
 - iii) A recommendation to the Stewards Committee that further action be taken.
- D) If further action is deemed necessary by the Stewards Committee, recommendations will be made the Executive Committee, which shall make the final determination. Recommended actions may include:
 - a) Letter of reprimand
 - b) Required to attend a steward school and retest
 - c) Removal from the approved stewards list
- E) In all cases the steward will be notified via an official letter explaining the findings of the IIP and the Executive Committee.

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