

## **PROCEDURES for INVASIVE TREATMENT FORMS.**

1. The Chief Steward is to ensure that the invasive treatment forms are completed by both rider and veterinarian, before the horse leaves the ride base or as soon as possible thereafter.
2. The Chief Steward is to notify the Division Management Committee Secretary and the Division Horse Welfare Officer within 24 hours of the event and ensure that copies of his/her Chief Stewards Report and all relevant documents reach the Division Management Committee Secretary and Division Horse Welfare Officer as soon as possible.
3. The Division Management Secretary is to notify the AERA Inc. Secretary or President within 48 hours of a horse death.
4. The Division Management Committee is to deal with the matter as soon as possible and forward the results of their judgement and copies of all documents to the AERA Inc. Secretary within 28 days of the event or as soon as possible.
5. The AERA Inc. Secretary is to forward all documentation to the AERA Inc. Horse Welfare Officer for the AERA Inc. data base.

13<sup>th</sup> November, 2001.