

Participant Registration & Self Evaluation

What is a considered a “Stable”? Types of Stables include, but are not limited to:

training; breeding; racing; outfitters; retirement care facility; trail riding; show grounds; summer camps; bed, bale & breakfast; equine rehabilitation facilities; sales barns; working ranches; therapeutic riding centers; Agricultural Societies.

Add Value to your stable

- ◆ Member stables are listed in a detailed on-line directory including: services, coaching, location, facilities, activities, disciplines, photos, calendar of events etc.
- ◆ Educational & networking opportunities with other professionals in your industry.
- ◆ Potential for further supply and service discounts
- ◆ Promotion of the ASA at select equine events in Alberta – Horse Breeders & Owners Conference etc.
- ◆ A common industry voice -- lobbying power.
- ◆ Bulk buying power through Promotional Products Inc. Everything from water bottles to hoof picks!
- ◆ Insurance discounts through Unigroup Inc. (exclusive commercial liability options for ASA)

What is the Cost?

The 2015 fee structure is \$95 which includes a detailed listing in the on-line directory, placement on the on-line map and also covers our administration & communication costs, promotional materials and exposure at equine events throughout 2015.

The Purpose of the long Self Evaluation

There are thousands of people participating in the horse industry each year. The stables that serve these people have a responsibility to provide safe, high quality service. Honesty and integrity in the self evaluation process is the first step toward this new standard.

The evaluation gives you, the stable owner, an opportunity to define who you are and where you have opportunities for growth or change. It also provides confidential information for the use of the Alberta Stables Initiative committee in helping to develop programs and educational opportunities specific to stables' needs.

If any of the evaluation questions are not applicable to your stable (i.e. a question regarding instruction when you don't offer lessons) please indicate this in the answer area.

The self evaluation is not a selection process for membership, as everyone is welcome at this time. Thanks for taking the time to complete it.

SECTION A: SITE

The physical property or facility at which a horse related activity is conducted affects the ability of the staff to operate the program and may encourage clients to return. **Please answer all questions that apply to your type of facility.** *If you answer "No" to any of the following questions please provide additional information in the space provided below.*

1. Does the facility provide sufficient space where riders/drivers can handle their horses safely?
This means you can turn a horse 180° without contacting another horse or hazards. **Yes No**

2. Are safety guidelines developed for the facility and posted? **Yes No**

3. If riding/driving programs are offered, do arenas (indoor & outdoor) used for riding/driving meet the following minimum safety standards?

Minimum Safety Standards:

a) Fenced material for outdoor riding arena is safe and is attached to the inside of the posts. **Yes No N/A**

b) The arena provides safe, well maintained footing. **Yes No N/A**

c) Riding arenas are free of any hazardous material, equipment or obstructions that can lead to injury of horse or human. **Yes No N/A**

d) The arena is large enough for the number of users. **Yes No N/A**

e) The arena is inspected regularly by management. **Yes No N/A**

4. Are the facilities for horses "safe and appropriate"?

"Safe and appropriate" includes:

a) Feed should be securely and suitably stored so no horse can access it. **Yes No**
For further information about the safety of feedstuffs, refer to the Equine Code of Practice, Section 3.2.

b) All stalls, barns, sheds and shelters are safely designed and well maintained. **Yes No**

c) Stalls, paddocks, corrals are maintained and manure is disposed of according to the Alberta Standards for manure management. **Yes No N/A**

Detailed information is available through Ropin the Web at www.agric.gov.ab.ca or by calling 1-800-292-5697.

e) All horses have access to appropriate shelter (natural or constructed) which protects from extreme weather conditions. **Yes No**
For further information about shelter requirements, refer to the Equine Code of Practice, Section 2.1.2.

f) Pastures, paddocks and corrals have safe, secure fencing. **Yes No**
For further information about fencing requirements, refer to the Equine Code of Practice, Section 2.1.4.

g) All horses have access to safe, palatable and clean water. **Yes No**
For further information about water necessities, refer to the Equine Code of Practice, Section 3.1.

h) All materials considered hazardous by WHMIS (Workplace Hazardous Materials Information System) stored according to WHMIS. (Propane, Paint, Biohazards etc.) **Yes No**

i) Indoor facilities provide adequate ventilation. **Yes No N/A**

For further information about indoor air quality requirements, refer to the Equine Code of Practice, Section 2.3.5.

j) Suitable facilities to appropriately segregate different classes of horses. **Yes No**

5. Are all buildings, barns, arenas, parking lots, etc. safe for the customers/clients, visitors and staff that will use them?

Safety concerns include:

a) Adequate lighting for people & for horses. **Yes No**

For further information about lighting, refer to the Equine Code of Practice, Section 2.3.2.

b) Aisles, paths, walkways are non-slip and free of hazards. **Yes No**

For further information about applicable walkway surfaces, refer to the Equine Code of Practice, Section 2.3.3.

c) Tools and equipment stored safely. **Yes No**

6. Is there an evacuation plan in place? **Yes No**

(In case of fire, flood or other natural disasters)

Detailed information is available at [http://www1.agric.gov.ab.ca/\\$Department/deptdocs.nsf/All/com14476](http://www1.agric.gov.ab.ca/$Department/deptdocs.nsf/All/com14476)

7. Does your facility have a Premises Identification Number (PID)? **Yes No**

**For more information, contact Ag-Info Centre at 310-FARM (3276) or www.agriculture.alberta.ca/premises*

8. Does your facility have an area large enough for trucks & trailers to safely turn around? Yes No N/A

9. If your facility provides access to trails, is updated information on the conditions available, are they routinely checked for hazards and are trail heads clearly marked? Yes No N/A

10. Does your facility have applicable signage posted to let people know of the risk associated with horses and their related activities? Yes No

Risk related signage should be checked annually with your insurance company to ensure it is still valid

SECTION B: PROGRAMS

The facility director/owner/manager and staff have an obligation to ensure the well being of their clients and their horses. Clients should also be taught respect for the horses and the importance of their health and safety. Proper horse management requires knowledge of their needs, behavior, and an understanding of acceptable methods of care. Keep in mind, guidelines and policies will vary depending on the type of facility and services provided. If the stable provides programs, they should meet discipline specific criteria e.g. Safe jumps for jumping. **Please answer all questions that apply to your type of facility.** *If you answer "No" to any of the following questions please provide additional information in the space provided below.*

1. Does your facility have guidelines regarding a safe ratio of staff to riders? Yes No N/A

2. Does the facility have a policy regarding attire for chosen disciplines? Yes No N/A

a) Does it specify the use of approved equestrian helmets? Yes No N/A

b) Does it specify riding boots or hard shoes with a minimum 1/2" heel? **Yes No N/A**

c) Does it specify long pants? **Yes No N/A**

3. Does your facility have a policy to ensure tack and equipment are properly fitted and in good repair? **Yes No**

a) Are there guidelines for what clients do with their own horses and their tack? **Yes No N/A**

4. Does your facility have expectations for recreational or unstructured activities? **Yes No N/A**

5. Does your facility have a first aid/injury protocol? **Yes No**

This includes:

a) **At least one** trail guide/instructor/manager on the premises is certified in Basic human First Aid. **Yes No**

**** It is recommended that ALL staff are certified in current first aid and CPR.**

b) A fully stocked first aid kit, for both human and horse is accessible. **Yes No**

c) Documentation of major first aid incidents and near misses. **Yes No**

d) Does your facility have appropriate directions outlined and posted near a client accessible phone line for emergency response. **Yes No**

e) Does staff have the ability to foresee risks before they occur? **Yes No**

6. Do you have appropriate supervision guidelines to manage your client's safety? Yes No

7. Does your facility have instruction designed to provide safe, progressive education? Yes No N/A

8. Does your facility have 'Release and Acknowledgement' forms that MUST be signed by ALL participants? Yes No
Participants under the age of 18 must have 'Release and Acknowledgement' forms signed by their parent or legal guardian.

***Please enclose a copy of your "Release & Acknowledgement" form.**

9. Does your facility have board agreements and/or contracts in place for boarding, training, leases etc. Yes No

a) What amount of notice do you require from clients who wish to terminate their boarding contract?

10. Does your facility have a policy regarding clients' safe use of all areas? Yes No

SECTION C: EQUINE MANAGEMENT

The focus of these standards is the ethical care of horses, humans and the facility. The management practices reflect the quality of a facility or program. **Please answer all questions that apply to your type of facility.** *If you answer "No" to any of the following questions please provide additional information in the space provided below.*

1. Do all Head Riding Instructors/Trainers and Head Trail Guides meet minimum requirements? **Yes No N/A**

Head Instructors

Minimum 18 years of age

Current First Aid Certificate (CPR is recommended)

Equestrian Coach Certification or equivalent experience (Please list below)

Head Trail Guides

Minimum 18 years of age

Minimum 3 years guiding experience

Current First Aid Certificate (CPR is recommended)

2. Does your facility's horse management program meet standards generally accepted in the horse industry, outlined in the Equine Code of Practice? **Yes No**

Including:

a) Regular hoof care, deworming, inoculations, basic veterinary care. **Yes No**

b) Regular, proper feeding and proper storage of feed. **Yes No**

c) Knowledge of horse first aid. **Yes No**

d) A standard practice to check the physical well being of each horse. **Yes No**

3. Does your facility have a standard practice in place to check, repair and maintain equipment? **Yes No**

4. Does your facility have suitable quarantine area for potentially infectious animals to be well cared for until they are cleared to join the general population? **Yes No**

5. Does your facility have a procedure for selecting appropriate lesson or sale or trail horses for that job? **Yes No N/A**

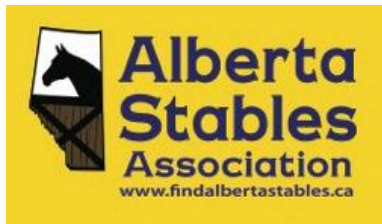
6. Does your facility have a policy in place to limit the maximum workload per day for each horse? **Yes No**

7. Do you sign a written contractual agreement, like boarding agreements, with your clients for services provided? **Yes No**

8. How many lessons or guided trail rides are offered each month, depending on the season? **N/A**

9. What, if any, are the stable's procedures/requirements on horses exiting and entering the property?

Briefly Explain: _____



STABLE SUBMISSION FORM

Stable Name: _____

Stable Owner(s): _____

Mailing Address: _____

City: _____ Province: ____ Postal Code: _____ Fax: _____

Nearest town or city & directions if different from above: _____

GPS or Latitude & Longitude for online mapping: _____

Phone: _____ Website: _____

E-mail: _____

Signature: _____ Date: _____

Print Name: _____

Signature: _____ Date: _____

Print Name: _____

Please return the completed ASI **Participant Registration Form, \$95.00 Fee** and **Directory Information Checklist** to:

<p>Alberta Stables Association Site 21, Box 15, RR 2, Cochrane, AB, T4C 1A2 Telephone: (403) 554-7542</p> <p>www.findalbertastables.ca</p> <p>Heather Matheson-Bird, Alberta Stables Association Administrator Email: heather@findalbertastables.ca</p>

Please make cheques payable to The Alberta Stables Association

Web Directory Information Checklist

Check here if nothing has changed or select items in each category that apply to your facility.

EQUESTRIAN	
Disciplines: <input type="checkbox"/> Western Riding <input type="checkbox"/> Reining <input type="checkbox"/> Cattle Events: _____ <input type="checkbox"/> Rodeo <input type="checkbox"/> Drill Team <input type="checkbox"/> Speed events <input type="checkbox"/> 4-H <input type="checkbox"/> Recreational <input type="checkbox"/> English Riding <input type="checkbox"/> Eventing <input type="checkbox"/> Dressage <input type="checkbox"/> Show Jumping <input type="checkbox"/> Hunter <input type="checkbox"/> Pony Club <input type="checkbox"/> Saddle Seat <input type="checkbox"/> Sidesaddle <input type="checkbox"/> Vaulting <input type="checkbox"/> Polo or Polocrosse <input type="checkbox"/> Driving <input type="checkbox"/> Endurance or Competitive Trail <input type="checkbox"/> Breed/Open Showing Ex. AQHA, Riding Org. <input type="checkbox"/> Racing <input type="checkbox"/> Thoroughbred <input type="checkbox"/> Standardbred <input type="checkbox"/> QH/Paint/Arab	Services: <input type="checkbox"/> Lessons <input type="checkbox"/> School horses <input type="checkbox"/> Therapeutic Riding <input type="checkbox"/> Training <input type="checkbox"/> Boarding <input type="checkbox"/> Indoor <input type="checkbox"/> Paddock <input type="checkbox"/> Pasture <input type="checkbox"/> Lay-up <input type="checkbox"/> Retirement <input type="checkbox"/> Stallion handling <input type="checkbox"/> Sales <input type="checkbox"/> Broker <input type="checkbox"/> All-Round <input type="checkbox"/> Prospects <input type="checkbox"/> Performance <input type="checkbox"/> Breeding Breed (s): _____ <input type="checkbox"/> Mare care <input type="checkbox"/> Hand breeding <input type="checkbox"/> A.I. <input type="checkbox"/> Pasture breeding <input type="checkbox"/> Frozen semen <input type="checkbox"/> Embryo Transfer/ Surrogate <input type="checkbox"/> Certified Instructor/Coach: _____ <input type="checkbox"/> Trail riding <input type="checkbox"/> Competitions <input type="checkbox"/> Clinics <input type="checkbox"/> Arena rental <input type="checkbox"/> Other: _____
TRAIL RIDING	
<input type="checkbox"/> Hourly <input type="checkbox"/> Half Day <input type="checkbox"/> Full Day	<input type="checkbox"/> Overnight <input type="checkbox"/> Guided rides <input type="checkbox"/> Unguided rides
GUIDING & OUTFITTING	
<input type="checkbox"/> Tent accommodation <input type="checkbox"/> Cabin accommodation <input type="checkbox"/> Horse provided <input type="checkbox"/> Bring your own horse	<input type="checkbox"/> Hunting <input type="checkbox"/> Fishing <input type="checkbox"/> Pack Horses <input type="checkbox"/> Other activities and/or facilities: _____
CAMPS	
<input type="checkbox"/> Overnight <input type="checkbox"/> Day <input type="checkbox"/> English <input type="checkbox"/> Western	<input type="checkbox"/> Adult <input type="checkbox"/> Youth <input type="checkbox"/> Horses provided <input type="checkbox"/> Bring your own horse
RETIREMENT/RESCUE	
<input type="checkbox"/> Retirement <input type="checkbox"/> Rescue/Fostering	<input type="checkbox"/> Adoptions <input type="checkbox"/> Sponsorship eligible (registered charity / non-profit)
MAIN TYPE(S) OF FACILITY	
<input type="checkbox"/> Equestrian <input type="checkbox"/> Trail Riding <input type="checkbox"/> Guiding & Outfitting <input type="checkbox"/> Camp <input type="checkbox"/> Rehabilitation	<input type="checkbox"/> Year-round <input type="checkbox"/> Seasonal: From _____ To _____ <input type="checkbox"/> Bed, Bale & Breakfast <input type="checkbox"/> Retirement/Rescue <input type="checkbox"/> Other: _____

If there are any additional services that you provide please include them on a separate page