



**Australian Government**

# **RGRSTD409 Perform duties of a race day steward**

**Release: 2**

## RGRSTD409 Perform duties of a race day steward

### Modification History

Release	Comments
Release 2	This version released with RGR Racing and Breeding Training Package Version 2.0.
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

### Application

This unit of competency covers the skills and knowledge required to prepare for, administer and conduct race meeting and trial operations, including hearing protests and conducting reviews.

The unit applies to individuals who have strong communication and supervisory skills and specialist knowledge relating to racing operations and rules of racing in the greyhound, harness or thoroughbred codes.

It applies to individuals approved to manage the job functions associated with race day duties.

All work must be carried out to comply with workplace procedures, in accordance with applicable state/territory animal welfare and workplace health and safety legislative requirements.

Greyhound, harness and thoroughbred racing are strictly regulated throughout Australia. All stewards are appointed under the rules of racing by the relevant controlling body or Principal Racing Authority (PRA). Users are advised to check with the relevant authority for requirements.

### Pre-requisite Unit

Nil

### Unit Sector

Steward (STD)

### Elements and Performance Criteria

Elements	Performance Criteria

<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for race meetings	<p>1.1 Evaluate information on race form before the race meeting</p> <p>1.2 Confirm fields and race distances</p> <p>1.3 Confirm and process scratchings and any jockey or driver changes</p> <p>1.4 Liaise with club officials and track staff on track conditions, race club facilities and racing procedures</p> <p>1.5 Allocate duties to staff at race meetings based on a range of operational requirements, staff experience, level of responsibility and complexity of job</p> <p>1.6 Confirm control of restricted areas</p> <p>1.7 Inspect and assess track condition for racing safety</p> <p>1.8 Declare track rating according to racing protocols and procedures</p>
2. Conduct race meetings	<p>2.1 Refer animal welfare issues to veterinarian or other specialist</p> <p>2.2 Identify and resolve racing participant workplace health and safety issues</p> <p>2.3 Conduct races within time available and according to racing protocols and procedures</p> <p>2.4 Confirm results and relay any changes to on- and off-course wagering operators</p> <p>2.5 Confirm places (and rider weights for thoroughbred code) and announce all clear</p> <p>2.6 Manage race day incidents and emergencies following racing protocols and safe operating procedures</p>
3. Follow up race meeting	<p>3.1 Select greyhounds or horses to be sampled for prohibited substance testing in line with racing authority's swab sampling strategy</p> <p>3.2 Refer and escalate race day unresolved issues to nominated personnel for resolution</p> <p>3.3 Assist and support riders, drivers and/or others after critical race incidents</p>
4. Hear protests	<p>4.1 Provide notice of protest to racing participants according to protocol and procedures</p> <p>4.2 Call persons involved to investigation according to organisational requirements</p> <p>4.3 Hear and evaluate protest, and announce protest decision according to racing protocols and procedures</p>

<b>Elements</b>	<b>Performance Criteria</b>
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
5. Conduct race reviews	5.1 Review vision of each race and discuss with steward panel members 5.2 Call jockeys, drivers, or greyhound trainer involved in incident to investigation 5.3 Provide own observations regarding racing incidents 5.4 Take statements, ask questions and review available vision of incident 5.5 Discuss with panel and make a decision 5.6 Issue charge against relevant rule of racing and invoke penalty based on outcome of investigation
6. Finalise reports and post-race activities	6.1 Ensure chain of custody protocols are followed regarding swab samples 6.2 Finalise steward reports according to organisational requirements 6.3 Secure evidence for appeals or future reference

## Foundation Skills

*This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.*

<b>Skill</b>	<b>Description</b>
Reading	<ul style="list-style-type: none"> <li>Analyse and interpret key information in workplace documentation, including rules of racing</li> </ul>
Writing	<ul style="list-style-type: none"> <li>Prepare succinct and logically sequenced reports using clear language and accurate industry terminology</li> </ul>
Numeracy	<ul style="list-style-type: none"> <li>Analyse race and trial statistical information in hearing protests and conducting race reviews</li> </ul>
Oral communication	<ul style="list-style-type: none"> <li>Use assertive communication techniques to gather, interpret and relay information related to steward duties</li> </ul>
Navigate the world of work	<ul style="list-style-type: none"> <li>Work independently and collectively, adhering to racing regulations and workplace procedures, including workplace health and safety and animal welfare requirements</li> </ul>
Interact with others	<ul style="list-style-type: none"> <li>Liaise and communicate with others, working within the</li> </ul>

Skill	Description
	boundaries set by racing controlling bodies and racing industry protocols and practices
Get the work done	<ul style="list-style-type: none"> <li>• Plan, schedule and allocate multiple tasks and resources within time constraints and competing demands to ensure efficient race day operations</li> <li>• Analyse evidence systematically and make decisions, following clear rules and guidelines</li> <li>• Access and utilise workplace racing information and recording systems</li> </ul>

## Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRSTD409 Perform duties of a race day steward Release 2	RGRSTD409 Perform duties of a race day steward Release 1	Changes to performance criteria for clarity	Equivalent unit

## Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>