

NATIONAL REINING HORSE ASSOCIATION

Statement of Policy

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JUDGING – ADDITIONAL POLICIES AND PROCEDURES

A. Eligibility for an NRHA Judges School Attendance (Previously Policy 11-04-17)

1. Eligible Attendees

- (a) Current judges, worldwide and restricted, with expired privileges of five years or less ARE ELIGIBLE.
- (b) Judges with worldwide or restricted certification with an expiration of more than five years must apply to the Judges Committee to be reviewed on a case by case basis. The Judges Committee will determine if the individual must attend a seminar and school, or school only, based on review of experience and shows judged.
- (c) Restricted judges ARE ELIGIBLE as long as their judging privileges have been expired for less than two years.

2. School Attendees (Approved Judges) Not Fulfilling Testing Requirements

- (a) Individuals with current or lapsed judging privileges who attend a school and do not achieve a passing score are required to attend a re-test offered within 90 days of their school attendance.
- (b) Individuals who cannot attend the re-test are eligible to attend a Judges School for a period of five years (see above). Judging privileges will end after 90 days.
- (c) Individuals who do not achieve a passing score after testing twice on the school level (either a school or a school re-test), will immediately lose NRHA judging privileges and are ineligible for NRHA judging privileges for a period of two years. At the end of two years, they are eligible as a new applicant for attendance at an Applicant Seminar (see below).
 - (i) If a judge loses his/her judging privileges and has a show booked, he/she must notify show management and assist with finding a suitable replacement. If the show has already paid for that judge's travel expense, the judge must contact the NRHA Judges Committee and request an extension through the end of the show. The NRHA Judges Committee will review each request on a case-by-case basis.
- (d) Individuals with current or lapsed restricted judging privileges who do not achieve a passing score at the school and pass the retest will be reinstated with restricted privileges, if applicable. If NRHA no longer recognizes restricted privileges in the country of residence, then the applicant will not receive judging privileges, but will be eligible to attend a Judges School for a period of two years.

3. School Attendees (New Applicants) Not Fulfilling Testing Requirements

- (a) New applicants who attend a school and do not achieve a passing score are required to attend the next available school for testing.
- (b) Individuals who cannot attend the next available school must attend another NRHA Applicant Seminar and pass the testing requirements prior to attending an NRHA Judges School (see below).

- (c) Individuals who do not achieve a passing score after testing two times on the school level, are ineligible for NRHA judging privileges for a period of two years. At the end of two years, they are eligible as a new applicant for attendance at an Applicant Seminar (see below).

NOTE: If an NRHA approved judge cannot attend the school(s) offered in their expiration year, they are required to request in writing to have their privileges extended into the next year. If granted, extensions will only be available until the next available school.

4. NRHA Applicant Seminar Attendees

- (a) Individuals passing testing requirements at an NRHA Applicant Seminar and receiving an invitation by the NRHA Judges Committee ARE ELIGIBLE.

NOTE: Individuals who pass the testing requirements at an NRHA Applicant Seminar must attend an NRHA Judges School before the end of the next year (i.e. if testing in 2021, they must attend a school by the end of 2022). After that time, they must attend another NRHA Applicant Seminar and pass the testing requirements prior to attending an NRHA Judges School.

B. NRHA Judges Applicant Seminars, Judges Schools & Membership Secrets of Judging Courses *(Previously Policy 11-07-21)*

1. Judges Applicant Seminar Attendance Criteria - United States and Canada

- (a) Applicants must:
 - (i) Submit Seminar Application no later than November 15 for the following year's seminar.
 - (ii) Submit one reference from a current NRHA Judge. NRHA Judges Committee members may not be used as a reference.
 - (iii) Submit one professional character and conduct reference.
 - (iv) Be at least 25 years of age.
 - (v) Have been a member of NRHA in good-standing for 24 months prior to the date of application before he or she can be considered for approval as an NRHA Judge. (See the Judges Section of the *NRHA Handbook* for more details.)
 - (vi) The NRHA Judges Committee will review the applications and select individuals to attend the yearly U.S. Judges Applicant Seminar.

2. Judges Applicant Seminar Criteria – International (excluding Canada)

- (a) Applicants must:
 - (i) Be at least 25 years of age.
 - (ii) Submit one reference from a current NRHA Judge. NRHA Judges Committee members may not be used as a reference.
 - (iii) Submit one professional character and conduct reference.
 - (iv) Have been a member of NRHA in good-standing for 24 months prior to the date of application before he or she can be considered for approval as an NRHA Judge. (See the Judges section of the *NRHA Handbook* for more details.)
 - (v) Those attending without testing do not have age or membership requirements.

3. Judges Approval

- (a) Worldwide and Restricted Privileges. After meeting the criteria established per the *NRHA Handbook*. (Judges A. Judging Privileges. (2). Approval and Testing), the list of those seeking worldwide or restricted judges' privileges will be submitted to the NRHA Board of Directors for approval.
- (b) Restricted Equipment Privileges. Individuals who are NRHA Judges in good standing, and who have been an NRHA Judge for a minimum of 10 years, may request for the Board of Directors to grant them the privilege of being an NRHA Restricted Equipment Judge. These privileges allow the judge to check equipment only. Restricted Equipment Judges cannot serve as a chair judge for any NRHA class. All approved NRHA Restricted Equipment Judges must submit to a written test every two years. The judge will not be required to attend the Judges School every two years, but will be required to maintain knowledge of all rule or equipment updates. Upon passing the written test, the list of those seeking approval will be submitted to the NRHA Board of Directors for approval.

4. Membership Secrets of Judging

- (a) This is a 1-day educational course for members.
- (b) There are no membership requirements for attendance; members and non-members may attend.
- (c) NRHA Affiliates may apply to NRHA to host the course.
- (d) The approval and clinician assignment is made by the NRHA Judges Committee.
- (e) A flat rate of \$500 is to be paid to NRHA by the host upon approval of seminar. This fee is used to cover clinician day fee and per diem.
- (f) The host is responsible to pay travel and lodging for the clinician.
- (g) Attendance fees can be determined by host. Host of seminar can retain all fees.

5. Judges Seminar and School Fees

- (a) Judges Seminar (U.S. and Canada): \$250
 - (i) NRHA members can audit a Judges Seminar for a fee of \$100
- (b) Judges Seminar (International): \$50 to attend, \$200 additional to test
 - (i) Seminar host may keep the \$50 attendance fee.
 - (ii) Host to remit the testing fees to NRHA.
 - (iii) Host to pay travel and lodging for clinician(s). The number of clinicians will be determined by number of attendees registered.
 - (iv) NRHA may require a minimum number of attendees to schedule clinician(s) and provide teaching materials.
- (c) Judges School
 - (i) New Judges Applicant Fee: \$300
 - (ii) Current Judges Fee: \$300
 - (iii) Lapsed Judges Fee (less than 5 years lapsed): \$400
 - (iv) Late Fee/Cancellation Fee (Within 30 days of school) \$50
 - (v) Audit Fee: \$50 (for any NRHA judge to audit at any NRHA Judge School)

C. Restricted Judging Privileges (Previously Policy 09-05-06)

1. Restricted judging privileges may be granted to individuals residing in countries outside the United States when the NRHA Board of Directors, with the recommendation of the Judges Committee, determines that, due to geographic isolation or monetary considerations, that country or continent does not have access to an adequate number of NRHA judges. Restricted judging privileges may be reviewed by the Judges Committee on a case-by-case basis and may be granted for up to two years at a time.
2. To request restricted judging privileges, an individual must attend an NRHA Judges Applicant Seminar and meet all required criteria. The Judges Committee will review the request and submit its recommendation to the NRHA Board of Directors for consideration of judging privileges in the continent, country or other designated area of restriction, of their primary residence.
3. To be presented to the NRHA Board for consideration of full judging privileges, individuals from countries outside of the United States attending NRHA Judges Applicants Seminars must be eligible, attend an NRHA Judges School and meet all the criteria.
4. Citizens residing outside of a country granted restricted privileges may request approval from the NRHA Judges Committee for restricted privileges in that country. The Judges Committee will make a recommendation to approve or deny this request to the Board of Directors. Only the Board of Directors may grant final approval.

D. Judges Education and Evaluation Program (JEEP) Procedures (Previously Policy 10-04-11)

1. Program Goals:

- (a) Evaluate and aid in the improvement of NRHA Judges through education on an individual basis.
- (b) The intent and scope of this program is educational only and therefore does not have the authority to initiate or institute punitive measures, however the outcome of the JEEP will be kept in the judge's file for future reference.

- (c) Provide judges with a program they can access for judging issues from rule clarity and protocol to actual review, without the fear of reprisal or retribution.
 - (d) Provide NRHA with a constantly evolving and improving judging program.
- 2. Two categories of JEEP Review are possible:**
- (a) Performance Review regarding maneuver evaluation and/or penalty application– Requires video from official show videographer.
 - (b) Protocol – Rule clarification or conduct during the horse show.
- 3. JEEP Review may be initiated by:**
- (a) NRHA Executive Committee member.
 - (b) NRHA Judges Committee member.
 - (c) Independent request by judge or an NRHA member.
 - (i) Request for review of one’s own work.
 - (ii) Request of review by another member/judge – finding will not be forwarded to requesting party, however notification will be sent once the JEEP is complete. Results of the JEEP will be retained in the judge’s file.
- 4. Criteria for performing a JEEP Review**
- (a) For a Judges Performance review, official show video must be available. Several runs around the run in question from that class and the score sheets will be submitted to the NRHA Judges Committee.
 - (b) Non-approved classes or events will not be evaluated.
 - (c) Judges Committee has right to refuse a review of a complaint deemed frivolous.
- 5. Request from judges concerning their own work**
- (a) Request for clarity of rule application or proper protocol shall be handled by the chair of the Judges Committee, head of the teaching panel or the Sr. Director of Education and Officials. An answer should only be given when these individuals are confident in their accuracy. Should there be anydoubt, no answer should be given, and the question (issue) should be referred to the Judges Committee.
 - (b) When a review is requested by the judge being reviewed no record of the review may be kept other than to note it was requested and done.
- 6. Procedures for review of Judge’s Performance**
- (a) When reviews do not involve official protest or grievances the Judges Committee Chair and Sr. Director of Education and Officials will decide who to use for the review one or more of the following:
 - (i) Comparison to work of the chair and/or head of the teaching pool.
 - (ii) Comparison to the judge’s own work by requesting the judge re-judge all or part of the class.
 - (iii) Comparison to the work of pool judges.
 - (b) Review of judging performance from an official protest or grievance will be handled in an Investigative Judges Review.
- 7. Selection of pool judges**
- (a) Members of the NRHA Judges Committee/NRHA Teaching Pool will serve as pool judges.
 - (b) Pool judges and review assignments are to remain anonymous.
- 8. Overview of review procedure**
- (a) Sr. Director of Education and Officials will locate and verify the availability of videotape necessary to review judge’s performance.
 - (b) The Judges Committee Chair will appoint pool judges for each review.
 - (i) When pool judges are used, 2 – 5 pool judges shall be used.
 - (c) Video will be copied and forwarded to pool judges by the Sr. Director of Education and Officials.
 - (d) Pool judges perform reviews according to the following guidelines:
 - (i) May view run only one time; no replay allowed except in case of reviewable penalties.
 - (ii) Must use a scribe and an NRHA scorecard.
 - (iii) Must finalize review by deadline date (two weeks).
 - (e) Upon completion, pool judges return material to Sr. Director of Education and Officials.

9. Summary of review determination and outcome when pool judges are used

- (a) The review evaluation panel (Judges Committee Chair, head of teaching pool and Sr. Director of Education and Officials) will review pool judges' material to determine if there is an adequate breach of NRHA's judging standards and practices. A consensus from the pool judges in conflict with the performance reviewed will require the review evaluation panel to advise the judge of the problem and a way the judge may improve his/her skills.
- (b) If the review evaluation panel determines an error has occurred in penalty application or a deviation in a maneuver evaluation in accordance with NRHA standards.
 - (i) The results will be used to aid or educate the judge(s) involved.
- (c) If the review determined no problem existed, then the reviewed judge will be notified of the completion of the review process.

E. Investigative Judges Review (IJR) Procedures (Previously Policy 10-04-16)

1. Goal:

- (a) Can be used to evaluate and aid in the improvement of NRHA Judges through education insuring the judge code of ethics are upheld on an individual basis. An IJR can be punitive.
- (b) A JEEP may escalate into an IJR if the rule or conduct infraction is proven to be justified.
- (c) An IJR is an Investigative process

2. Initiation of an Investigative Judges Review

- (a) *Two categories of IJR are possible:*
 - (i) Performance Review – Requires video from official show videographer.
 - (ii) Evaluation of Judging Conduct or rule violations
 - 1. Requires substantial evidence

3. IJR may be initiated by:

- (a) Negative show representative/steward report.
- (b) Official protest or grievance.
- (c) Judges Committee member.

4. Criteria necessary for IJR

- (a) If performance review, official show video must be available.
- (b) Non-approved classes or events will not be evaluated.
- (c) If conduct or rule violation, a written complaint must be filed.

5. Procedures for review of judge's performance

- (a) *Selection of pool judges:*
 - (i) 2 – 5 pool judges will be used.
 - (ii) Members of the NRHA Judges Committee will serve as pool judges.
 - (iii) Pool judges and review assignments are to remain anonymous.

6. Procedures for a Judge Performance Review

- (a) The Sr. Director of Educational and Officials will locate and verify the availability of videotape or documents necessary to review judge's performance.
- (b) Video will be copied and forwarded to pool judges by the Sr. Director of Educational and Officials.
- (c) Pool judges perform reviews according to the following guidelines:
 - (i) May view run only one time; no replay allowed except in case of reviewable penalties.
 - (ii) Must use a scribe and an NRHA scorecard.
 - (iii) Must finalize review by deadline date (two weeks).
- (d) Upon completion, pool judges return material to Sr. Director of Educational and Officials.

7. Summary of review determination and outcome when pool judges are used

- (a) The review evaluation panel (judges committee chair, head of teaching pool and Sr. Director of Educational and Officials) will review pool judges material to determine if there is an adequate breach of NRHA's judging standards and practices. A consensus from the pool judges in conflict with the performance reviewed will require the review evaluation panel to advise the judge of the problem and a way the judge may improve his/her skills.

- (b) If the review evaluation panel determines an error has occurred in penalty application or a deviation in a maneuver evaluation in accordance with NRHA standards the results will be used to aid or educate the judge(s) involved.
- (c) If the review determined no problem existed, then the reviewed judge will be notified of the completion of the review process.

8. Procedures for review of a judge's conduct or rule violation

- (a) Review panel will be appointed by Judges Committee Chair.
- (b) 2 – 5 members of the Judges Committee will make up the review panel.
- (c) Review panel will be responsible for gathering information concerning the complaint, contacting those involved, etc. and developing a recommendation to submit to the Judges Committee. Potential recommendations include, but are not limited to:
 - (i) No action when they determine no misconduct or rule violation occurred.
 - (ii) Letter of reprimand.
 - (iii) Place the judging privileges on probation for a specified amount of time.
 - (iv) Temporarily or permanently suspend judging privileges pending a hearing before the Executive Committee.
- (d) The Judges Committee will review the recommendation then vote to support, amend or request that more information be gathered.
- (e) The judges Committee will also vote if a change in the judges current rating is warranted.
- (f) If the IJR was initiated by an official protest or grievance, the committee will submit their recommendation to the referring party.

9. Notification of completed IJR

- (a) When an Investigative Judges Review has been completed, the findings will be sent to the Executive Committee. All other parties will be notified upon legal counsel's recommendation.

F. NRHA Owned-Event Judge Conflict (Previously Policy 12-04-27)

Judges and Judge Monitors of NRHA-owned events are to have no conflicts in any show arena during the event unless pre- approved by the Judges' and Executive Committee.

G. NRHA Event Judge Nomination & Selection (Previously Policy 10-04-12)

1. Procedures for NRHA Futurity and Derby (aged event and ancillary):
 - (a) Send letters to all Worldwide Judges asking if available to judge.
 - (b) Compile all "Yes" responses into a long list and send to Judges Committee.
 - (c) Judges Committee members to return list of specified number of judges which will be compiled into a short list. Every name on every list will be on the short list.
 - (d) Send short list to Judges Committee and schedule a conference call.
 - (e) During conference call Judges Committee will discuss each judge on short list, only those committee members on the call will be able to submit votes for nomination.
 - (f) Each committee member to submit a ranked list of judges (number will depend on show requirements). The chair of the Judges Committee will not submit a ranked list.
 - (g) Ranked list will be compiled and points assigned as follows: if 5 judges used 1st ranked judge will receive 5 points, 2nd – 4 points, 3rd - 3 points, 4th – 2 points, 5th – 1 point. If 10 judges used 1st receives 10 points, 2nd – 9 points, etc.
 - (h) Points will be totaled and the entire ranked nomination list will be submitted to the chair of the Judges Committee to review and make recommendations based on the outcome of the vote and the needs of NRHA. (Example: If five judges selected and all have judged an NRHA major event recently, the recommendation could be to move up a "newer" judge to replace the 5th judge on the list. If an inadequate number international judges are selected, the recommendation could be to bring in the next highest ranking international judge, etc.).
 - (i) The ranked list with the Judges Committee Chair recommendations will be submitted to a 7 panel a subcommittee for final selection. The subcommittee will consist of up to four members of the

Judges Committee and up to four members of the NRHA Board of Directors, as well as the Judges Committee Chair who will serve as chair of the subcommittee. The President, with the approval of the Executive Committee, shall appoint the members of the subcommittee.

- (j) The subcommittee will select the final list of judges by reviewing the list and voting to:
 - (i) Approve as submitted by Judges Committee with no changes.
 - (ii) Vote to approve with the recommendation(s) of the Judges Committee Chair, if multiple recommendations are submitted they can be voted on as a whole or individually.
 - (iii) Vote on each individual judge beginning with the person with the most votes and continuing down the list until the specified number of judges have been approved.

H. NRHA Futurity / Derby Judge Review Program (Previously Policy 10-04-14)

1. **Goal:** To have a formal review of each chair judge's actual performance through the event.-
2. Each judge will receive in writing the result of the formal review within two weeks post event with a copy submitted to the committee, then submitted to the Board of Directors. Performance, individual character and attitude will be evaluated and reviewed throughout the event.
3. **Evaluation:**
 - (a) One of three end results will be achieved:
 - (i) Performed well with a positive review
 - (ii) Has room for improvement. This means the judge will stay in line for their next scheduled judge's school retesting.
 - (iii) Needs more work and must come to a school within the next year.
4. **Divisions:**
 - (a) Judges will be in one of two divisions:
 - (i) New judges that have never judged the Futurity or Derby in a chair position.
 - (ii) Experienced judges that have judged the Futurity or Derby in a chair position.
5. **Performance Review**
 - (a) A written review will be developed that will follow performance (penalty application and maneuver evaluation) along with professional conduct and attitude throughout the event.
6. The form will be filled in by the preparatory person, filed with the staff liaison and copied to the Judges Committee for final recommendation to be forwarded to the Board of Directors.

I. Project Members (Previously Policy 09-04-02)

The chair of the Judges Committee can appoint project members from outside the Judges Committee to assist with special projects. Participation as a project member shall be on a volunteer basis, except in cases where the project member must be present at an NRHA event. If the project member is an NRHA Judge and attends one judges school every two years, the Judges Committee may vote to extend a project member's judging privileges without requiring retesting or payment of the school fee. Extension of judging privileges will be made on a case by case base and is dependent upon the project and level of participation by the project member.

J. NRHA Judges Guidelines

1. **Conflict (Horse).** A horse may not be shown under a judge if that judge has been owner, exhibitor, trainer, or agent of that horse within the previous ninety (90) days or if said horse is ridden by a member of the judge's immediate family or by the judge's employee/employer of said judge.
 - (a) If a judge believes a minor conflict may exist, the judge should submit a letter requesting approval of an exception. The letter should be submitted to the NRHA office asking for consideration by the NRHA Judges Committee. Consideration will be made on a case-by-case basis, and the judge must submit for approval every time he/she wishes for the consideration to be made. If approved the NRHA will provide a letter of approval to the judge to submit to show management for their

approval.

- (b) A judge is responsible for disclosing a conflict as soon as he/she becomes aware of the problem to the show representative/steward if a horse is exhibited not in compliance with the conflict guideline. The judge should notify the show representative/steward or show management of the conflict at the next break, drag, or prior to the class being placed. The exhibitor should not be counted as an entry, and the horse shall not be scored in the class. All parties involved including but not limited to the owner, exhibitor, and judge will be held responsible in the event a conflict occurs. The Judges Committee will investigate the matter and handle in accordance with its findings and consistent with NRHA disciplinary procedures.
2. Conflict (Member). Individuals who have an ongoing (regular, continuous, or contractual) business relationship within ninety (90) days of which services are provided and fees and costs are incurred shall not judge or be judged by each other. This applies to both exhibitor and owner. See (1) a. above for exceptions.
 3. A judge shall not be an exhibitor at any NRHA approved event or combinations of events at which he or she is the officiating judge or member of the officiating team. Volunteer NRHA judges utilized for equipment inspection are excluded.
 4. Judges must always act in the best interest of the National Reining Horse Association avoiding any circumstances which create a conflict of interest (unless approved) while officiating at any NRHA approved event. Conflicts of interest are subject to review by the Judges Committee. In the event it is determined that a judge has acted in an official capacity with a conflict of interest, the judge may be removed from the NRHA Judges list and may be subject to further disciplinary action for unsportsmanlike conduct.
 5. Judges shall keep in mind that while judging they are representing NRHA. It is strongly recommended that judges dress appropriately so as to favorably represent their position.
 6. It is recommended that a judge shall not appear on the show grounds more than one hour prior to the scheduled start of the show unless as directed or requested by show management. Judges shall not visit with owners, trainers, exhibitors or agents before or during an NRHA approved event. The judges shall talk only with representatives of show management, beyond the exchange of normal greetings, until the entire show or contest is completed. (An exception occurs for Category 10 classes where judges are allowed to talk to exhibitors in an open forum prior to and/or following the event. After each class or event judges may provide feedback to exhibitors on an individual basis. These discussions with exhibitors should be monitored by someone appointed by show officials).
 7. Judges' Grievance. A judge (or judges) must present in writing any grievance as outlined in the in the Disciplinary Procedures section of the *NRHA Handbook*. As stated there, the filing fee is waived for incidents occurring while the judge is officiating. If any NRHA Officer, Director, or duly elected or appointed exhibitor's representative witnesses a grievance against a judge, he or she must report this immediately to the NRHA office as outlined in the in the Disciplinary Procedures section of the *NRHA Handbook*.
 8. A judge shall conduct himself/herself in a manner fitting and proper to one afforded the honor of officiating at any NRHA approved or sponsored event. Any misconduct on the part of the judge at any NRHA approved or sponsored event such as drinking immediately prior to or during the contest, the use of abusive language, or any other action unbecoming to one in his/her position either on the grounds or elsewhere during the duration of the show are causes for disciplinary action. If a complaint is filed, it will make him/her subject to a hearing as provided for in the Disciplinary Procedures section of the *NRHA Handbook*.
 9. A judge who undertakes the obligation to officiate at an NRHA approved event is responsible to fulfill that commitment. Should he/she be unable to officiate for any reason, he/she is required to arrange for a suitable, qualified replacement. The replacement judge must be mutually agreed upon by show management and the originally contracted judge. Judges are also required to notify the NRHA office of said change. Failure to do so, for any reason, may result in immediate suspension of judging

privileges.

10. NRHA judges who judge unapproved reining classes will be subject to an Investigative Judge Review. The following exceptions exist where judge(s) may judge unapproved reining classes:
 - (a) Unapproved classes with \$1,000 added or less; Unapproved added money may not exceed \$2,500 for the entire event
 - (b) beginner or green classes
 - (c) affiliate level classes that are held concurrent with NRHA approved classes and added money cannot exceed 50% of the added money of the NRHA approved class
 - (d) breed association classes [Jr., Sr., Amateur, and Youth breed classes]
 - (e) National Federation events only when run concurrently with NRHA classes and the added money does not exceed 50% of the added money in the NRHA approved classes that they are run concurrent with.

K. Reimbursement at Applicant Seminars and Judges Schools (Previously Policy 09-04-03)

1. For domestic and international seminars, \$500 per day will be extended. Fees may be assessed on a per seminar/international school basis.
2. The clinician fee for a lead clinician at the domestic judges schools will be \$500 per full teaching day.
3. The clinician fee for an associate clinician at a domestic or international applicant seminar/school will be \$150/day. The associate clinician will be a learning position for the development of future lead clinicians.
4. Reimbursements: NRHA will cover individual(s) transportation within the U.S. and Canada. The seminar or international judges school host will cover individual(s) transportation cost, lodging, (room and tax only). NRHA may cover any parking and mileage associated with the airport and a \$25/day per diem. The option of submitting food receipts in lieu of the per diem is acceptable. Please note: Bar bills are not items to receipt as part of food expense reimbursement; an alcoholic beverage with dinner may be included with a food receipt, but caution should be observed in abusing this practice. No other compensation will be extended unless previously approved by Judges Committee Staff Liaison in consultation with the Commissioner.