

Required Equipment List

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Equine First Aid Kit

The items in the Equine First Aid Kit were selected to help perform emergency first aid on injured horses, assess the condition of a horse, and make a horse more comfortable after a day of competition. The bandaging materials listed in the Equine First Aid Kit are geared toward the treatment of multiple emergency leg wounds, with the worst injury during competition being a traumatic leg wound that required blood stoppage.

Some definitions to be aware of:

Expiration Date

The date for a drug estimated for its shelf life with proper storage in sealed containers away from harmful and variable factors like heat and humidity. The expiration date of a medicine is based on data, called accelerated stability data, from testing by the manufacturer, that show the product will be good for a particular period of time. Drugs have half-lives and as they mature, they can experience changes in their potency and become stronger or weaker. No expiration date on a package means the product contains no 'real' antibacterial, antimicrobial, antiseptic or antifungal ingredients in the pharmaceutical sense of the word. Items that should have an expiration date are tagged **Expiration Date ALERT!**

Shelf Life

Shelf life specifies the period of time which a product can be stored, under specified conditions, and remain in optimum condition and suitable for consumption. It is also the length of time that a given item can remain in a salable condition on a retailer's shelf. Items that might have a shelf life are tagged **Shelf Life ALERT!**

The "/" symbol

In medical terminology "/" means "or" so the topical agent you use needs to say on the packaging that it is either antibacterial, antimicrobial, or antibiotic (or any combination of the three).

Antibiotic

"Literally means 'pertaining to against life'. "An antibiotic is a drug that kills or slows the growth of bacteria. They are relatively harmless to the host, and therefore can be used to treat infections. Antibiotics are not effective in viral, fungal and other nonbacterial infections, and individual antibiotics vary widely in their effectiveness on various types of bacteria." (excerpted from: <http://en.wikipedia.org/wiki/Antibiotic>)

Antiseptic

"An antiseptic is a substance that kills or prevents the growth and reproduction of various microorganisms, including bacteria, fungi, protozoa, and viruses on the external surfaces of the body. The objective of antiseptics is to reduce the possibility of sepsis or infection by germs. Antibacterials have the same objective but only act against bacteria. Antibiotics perform a similar function, preventing the growth or reproduction of bacteria within the body. Disinfectants operate on nonliving objects such as medical instruments." (excerpted from: <http://en.wikipedia.org/wiki/Antiseptic>)

Antimicrobial

"Literally means 'pertaining to against microbes'. An antimicrobial is a substance that kills or slows the growth of microbes such as bacteria (antibacterial activity), fungi (antifungal activity), viruses (antiviral activity), or parasites (antiparasitic activity). Antimicrobial is a general term for something that kills or interferes with bacteria, fungi, viruses, or parasites." (excerpted from: <http://en.wikipedia.org/wiki/Antiseptic>)

Antibacterial

"Literally means 'pertaining to against bacteria'. In its broadest definition, an antibacterial is an agent that interferes with the growth and reproduction of bacteria. While antibiotics and Antibacterials both attack bacteria, these terms have evolved over the years to mean two different things. Antibacterials are now most commonly described as agents used to disinfect surfaces and eliminate potentially harmful bacteria. Unlike antibiotics, they are not used as medicines for humans or animals, but are found in products such as soaps, detergents, health and skincare products and household cleaners." (excerpted from: http://www.tufts.edu/med/apua/Q&A/Q&A_antibacterials.html)

Frequently Asked Questions:

Why is there no peroxide in the Equine First Aid Kit?

Peroxide has very little value as an antiseptic. The foaming action can actually undermine a wound and cause more damage than the original wound. Peroxide can be useful when treating a surface wound, but flushing it with lot of cold water to lift and float off surface debris will do the same thing.

Treating Minor Wounds (excerpted from *The United States Pony Club Manual of Horsemanship, C Level, pages 230-231*)

- If a wound bleeds quite a lot, press a gauze pad firmly against the wound.

- If possible, hose the wound and the area around with a gentle stream of cool water for ten minutes to dislodge dirt and particles.
- Clean the wound gently using water and an antibacterial soap or scrub. Use gauze pads instead of cotton which can leave fibers in the wound. Clean the area above the wound first and work your way down, discarding gauze pads as they become soiled.
- Gently blot the wound dry with a sterile gauze square or allow to dry without touching.
- If the wound is small, apply a small amount of antibiotic/antimicrobial/antimicrobial cream. Some veterinarians prefer that you don't put anything at all on the wound. Don't use peroxide, alcohol or iodine or any other strong antiseptic on the wound as these can damage the tissues and may interfere with healing.
- To dress the wound, place a large sterile, non-stick gauze dressing over the wound, then if needed pad with roll cotton and apply a stable bandage.
- If the wound cannot be dressed, check it frequently to make sure it is not becoming contaminated with dirt or bedding. If it gets dirty again clean it with gently running water. Don't scrub the wound as you may damage the healing tissue.

Requirements:

- One kit per team
- Kit should be easily accessible
- Sufficient supplies for all mounts on team
- Labeling: Everything should be labeled with team name or initials or the name/number of any team member. Loose items should be in a bag or container labeled with team initials or name.

Petroleum jelly: Primarily used to lubricate the thermometer. It can also be used on chapped heels (from standing in mud) to protect them from wet and weather.

- Should be: Should be at least half a jar.
- Good tip: It is a good practice to use latex/vinyl gloves or gauze squares when applying any topical so as not to contaminate the agent. Buying squeeze tubes lessens the chance of contamination.

Veterinary thermometer: (with thong and clip or digital thermometer). Used for taking a horse's temperature. Before using wipe with alcohol to disinfect, then apply a thin coat of petroleum jelly. Clean after use with alcohol.



Glass thermometers:

Caution! Use care when opening the case as often the thermometer has broken.

- Make sure the thong and clip are attached and ready to go.
- Shake down to make sure it is reading correctly. If there is a space in the filling liquid then the thermometer is no longer accurate.

Digital Thermometers:

- Turn on a digital thermometer. If you turn it on and see a 'L' it means it's ready to go (not low battery).
- Digital thermometers are intended to be held in place during use. They take temperature readings quickly and beep when they are finished.

Shelf Life ALERT!

Body wash or liniment: a small amount can be added to wash water. Does not need expiration date.

- Should be: Bottle should be at least half full.
- Good tip: put it in a ziplock bag so it doesn't leak.

Shelf Life ALERT!

Alcohol: Rubbing alcohol, also known as Isopropyl alcohol. Used to clean and disinfect items like bandage scissors and thermometer. Does not need expiration date, may have shelf life date.

- Should be: Bottle should be at least half full.

Shelf Life ALERT!

Antimicrobial or Antiseptic scrub: An easy way to think about the difference between an Antimicrobial/Antiseptic 'solution' and a 'scrub' is that the solution is to treat a wound and the scrub is to clean it. Somewhere on the label the words 'antimicrobial' or 'antiseptic' must appear.

- Should be: at least eight ounces.
- Shouldn't be: a solution
- Good tips:
 - A scrub can be made from a antimicrobial/antiseptic solution by adding a quarter to a third of the volume in liquid soap, then after mixing it gently pour a little out and see if it makes suds or at least feels slimy between your fingers. In addition, there are several liquid soaps (Dial is one) that can be bought at a pharmacy that are antimicrobial/antiseptic and would be acceptable.
 - Because scrubs usually come in large bottles, it is permissible to decant into smaller plastic bottles with tightly fitting lids and mark with what it is, shelf life date, expiration date and team name.

Expiration date ALERT!

Topical antibacterial or antimicrobial or antibiotic agent: Must contain the words "antibacterial" OR "antimicrobial" OR "antiseptic". MUST have a current expiration date.

WARNING: While the active ingredients in topical agents are effective in the treatment of wounds in horses, they can be hazardous to your health. It is a good practice to use latex/vinyl gloves or gauze squares when applying these topical agents.

- Should be: at least two (2) ounces (which is roughly the amount of a half-stick of butter)
- Shouldn't be: anything without an expiration date. No expiration date means no active ingredient.
- Good tip: Human treatments, like Neosporin, are an acceptable topical agent but you would need at least 2 ounces to treat a horse. This makes it more expensive than many equine specific treatments.

4" sterile wound dressings: Each dressing must be individually wrapped to be sterile. The USPC Manual of Horsemanship, C Level (see 'Treating Minor Wounds' above), recommends a minimum of four to treat a minor wound; two to clean, one to blot then one to dress.

- Should be: At least four dressings in sealed packages that say "sterile".
- Good tip: additional sterile wound dressings of other sizes may be included.

1 roll gauze (at least 2" wide): This is very helpful in keeping a gauze pad in place over a wound.

- Should be: at least one roll.
- Good tip: roll gauze can be the brown type that veterinarians use, or stretchy cling gauze available in grocery stores.



1 lb roll of 12" absorbent practical cotton: Used when building a bandage over a bleeding or oozing wound, otherwise typically the other paddings (pillow, no bow, sheet cotton) are used.

In building a bandage, the first layer against a wound would be sterile gauze pads (or telfa pads) and sterile roll gauze. OVER this sterile layer would be a layer of practical absorbent cotton (sterile or non-sterile), then a leg wrap to hold all in place. Given this bandage formation, only the 1lb roll of practical absorbent cotton makes sense. Further, with absorbent practical cotton, there is no "barrier" plastic layer or other extraneous parts to cause insult to bandaged area (retention of heat, increased moisture, binding plastic against skin, tabs taped on skin, etc.) and layering is easy.

Roll cotton is multi-purpose. For additional uses other than bandaging, roll cotton can be cut or pulled apart to make small sized pieces to use as a scrubbing cloth to cleanse or debride a wound with antibiotic/antibacterial/antimicrobial solution, or saturated with rubbing alcohol to use like a sponge to apply to an overheated horse, or cut to fit the base of a hoof to wrap as sole pad, etc.

Can be open, does not need to be sterile since it should not be used next to a wound.

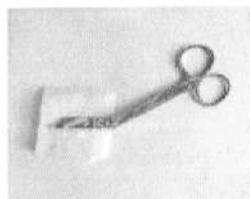
- Should be: At least 12" wide, can be wider; highly absorbent; at least one pound
- Can be: Gamgee (3M Corporation), Kendall, Johnson & Johnson
- Shouldn't be: Pads, absorbent or not, disposable diapers, etc., are not wide enough nor of variable length to accommodate bandaging different sized legs or parts (forearm, carpus, cannon, fetlock, pastern, hoof, gaskin, hock). Should not be non-absorbant sheet cotton, the type used to make standing bandages.

2 flexible stretch adhesive/cohesive bandages: Very useful in keeping a gauze pad or other wound padding in place. Apply snugly enough to keep it in place, but use caution since it can stretch and cut off circulation.

- Should be: checked every year to make sure they are still useful. They can break down over time and become a solid mass of rubbery stuff that you can't unroll, especially if they are left in hot environments (like cars or trailers).
- Shouldn't be: an Ace bandage because they stretch too much and can cut off circulation.
- Good tip: At the beginning of rally season take last year's flexible bandages and have members practice wrapping wounds. Their skills will be refreshed, and you can replace with new rolls of bandages for the current rally season.

1 roll adhesive tape (1" minimum width): Very useful in keeping a gauze pad or other wound padding in place. This tape is specifically designed to hold bandages on, and is also known as cloth sports tape or bandage tape.

- Should be: at least one full roll
- Shouldn't be: masking tape, duct tape, cellophane tape



Bandage scissors: Should be blunt edged and capable of cutting through thick bandages. The blunt tip allows the scissors to cut close to the skin without cutting it.

- Should be: blunt tipped.
- Shouldn't be: regular scissors - the points are too sharp. Should not be kid's school scissors.

- Good tip: Tie a long piece of ribbon or landscaping tape to the handles then label

with team name or initials.



4 leg bandages with appropriate padding for four (4) stable wraps: To be applied over treated leg wounds. Remember to bandage the adjacent leg to provide support.

Bandages: if bandages do not have Velcro closures, at least two bandage pins or strong safety pins per bandage must be included. Note that diaper pins may also be used but the plastic ends can shatter easily.

- Acceptable: Track bandages, flannel bandages, knit bandages
- Unacceptable: Polo-wraps

Padding: should be sized to fit every mount on the team.

- Acceptable: No-bow wraps and pillow wraps are acceptable as long as they are the correct height and of sufficient thickness for stable wraps. Non-absorbent sheet cotton is acceptable but may take more time to fold to fit a mount. At least two bags (of 12 sheets each) are required to reach the minimum number of six sheets recommended for a stable wrap in the *USPC Guide to Bandaging Your Horse*.
 - Unacceptable: very thin quilted pads, usually the thickness of a mattress pad with a binding sewn along the edges. You would need several of these to achieve the correct thickness of a stable wrap.
-

Shelf Life ALERT!

Epsom Salts: (magnesium sulfate) Diluted with warm water, Epsom salts provide an excellent therapeutic soak for insect stings, ouchy feet, sore muscles, or to reduce pain and swelling after a day of competition. Dilute at a rate of approximately 2 cups (or 1 pound) or more to 1 gallon of warm water. Caution: Epsom salts should not be ingested by mounts or riders.

For more information on Epsom salts and their uses, go to [Epsom Salt Council Website](#).

- Should be: at least one (1) pound carton
- Shouldn't be: table salt (that's sodium chloride)
- Good tip: Epsom salt is usually sold in waxed milk-carton type containers that hold up well and can be resealed with a tight clip. If you need to put it into another type of container, a plastic tub with a tight snapping lid is a good choice.

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Human First Aid Kit:

The Human First Aid kit is intended to provide first aid and comfort to human competitors. The list is short because at most Pony Club activities there are trained medical personnel to tend to first aid needs. This Human First Aid Kit is intended for taking care of the simplest of cuts/scrapes when further care is not indicated. It is also acknowledged that some of the materials in the Equine First Aid kit would suffice for use by humans (such as gauze bandaging, scissors, adhesive tape) however medicated products from the Equine First Aid Kit are not intended for human use.

Additional items can be added to the kit, such as:

- Tweezers
- Instant cold compresses
- Human digital thermometer
- Antiseptic wipes
- Hand sanitizer
- Aloe Vera cream/sunburn cream
- Blister bandages

Rule 6c of the 2007 Horse Management Rule Book, states: "Prescribed Medications: If a competitor is to take prescribed medication during competition, the medication must be noted on the USPC Medical Release Form." The amplification states: "During a Pony Club competition, any competitor risks disqualification from further participation in the activity if they are found to be: 1) Taking a prescribed medication that is not listed on the USPC Medical Release Form, or 2) In possession of, or under the influence of, illegal drugs. If a competitor is to take prescribed medication(s) during competition, it is the responsibility of the competitor, parent/guardian, and/or chaperone to ensure the medication(s) is taken properly. In situations when the competitor and all team mates are young, the team chaperone or parent/guardian should inform the CHMJ of any health related conditions that may be affected by the activity, so the HM Staff is aware of any concerns. Competitors and/or their parent/guardian must make appropriate arrangements to have medications available when needed. HMJs or organizer(s) may not take possession of, or administer, any medications. Competitors with severe allergies must make appropriate plans for emergency medications (e.g., Epi-Pen), so the medication is immediately available and all team members are aware of the location of such medication.

Accordingly, items that **should not** be included in the team Human First Aid Kit are:

- Over-The-Counter medications like aspirin, decongestants, allergy relief, etc.
- Prescription pharmaceuticals, including inhalers and epinepherin autoinjectors.

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nonbacterial infections, and individual antibiotics vary widely in their effectiveness on various types of bacteria." (excerpted from: <http://en.wikipedia.org/wiki/Antibiotic>)

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Requirements:

- One kit per team
- Easily accessible
- All printed expiration dates current
- Sufficient supplies for all team members
- Labeling: Everything should be labeled with team initials. Loose items like band-aids should be in a bag or container labeled with team initials or name.

Band-aids:

- Should be: at least a dozen band aids. Box should be labeled with team initials.
- Good tip: Stock the Human First Aid Kit with a large selection of band aid sizes and shapes. Band-aids made especially for blisters are always useful. Store them in a ziplock plastic bag labelled with team name.

Expiration date ALERT! No Expiration Date = No Active Ingredient

Triple antibiotic cream:

Triple antibiotic ointment is effective protection against infection from minor cuts, burns and abrasions and other first aid emergencies.

- Should be: Must contain the words "antibiotic" on the label. Must have a current expiration



Latex/vinyl gloves (3 pair): Can be latex or vinyl. Must be at least three pairs.

Shouldn't be: taped together. Should not be dish washing gloves, they are too clumsy to be useful.

Good tip: Check for cracks and holes. Put them in zip-lock bag for easy access. Vinyl gloves are usually a good choice since some people are allergic to latex.

Shelf Life ALERT!

Sunscreen: Can be spray, lotion, roll-on, etc. Can be individually packaged.

- Should be: at least half a bottle or at least one individual pack per team member.
 - Good tip: Store in a ziplock plastic bag to avoid spills. Aloe Vera gel is helpful to have on hand as well to treat sunburns and minor cuts and scrapes.
-

Shelf Life ALERT!

Bug spray (human): Can be spray, lotion, roll-on, etc. Can be individually packaged.

- Should be: at least half a bottle, or at least one individual pack per team member.
- Good tip: Store in a ziplock plastic bag to avoid spills.

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Utility Kit:

Pony Club teams need to be prepared to deal with many situations when they arrive at rally. The Utility Kit is stocked with items that would help them repair stall boards, hang water buckets, post notices, loosen stuck doors... the list is endless. Additional items may be included in the kit, such as plastic 'zip' for mounting things that don't need breakaway capability, but the list below is a minimum that must be included.

Requirements:

- One kit per team
- Easily accessible
- Labeling: Everything should be labeled with team initials or name.



Hammer:

- Should be: a medium to heavy duty all-purpose claw hammer type.
- Shouldn't be: a specialty hammer such as a carpenters maul (all wood) or rubber hammers.

Nails:

- Should be: heavy duty type and have a distinct head
- Shouldn't be: lightweight 'panel' type or finish nails. Should not be rusted or bent.
- Good tip: Include a selection of nails in various sizes and weights. Can be stored in snap top plastic containers labeled with team name.



Screwdriver: Can be either a Phillips head (+ sign tip) or flathead (- sign tip).

- Should be: medium to heavy duty recommended.
- Shouldn't be: rusted, bent
- Good tip: Include a Phillips head and a flathead screwdriver.



Pliers

- Should be: medium to heavy duty
- Shouldn't be: damaged



Scissors: Can be used for cutting gauze for first aid, bailing twine, ribbons, etc.

- Should be: sharp
- Shouldn't be: dull or broken
- Good tip: Tie a piece of ribbon or neon landscape tape to the handle and label with team name or initials. It will make it easier to find it if they land in the grass.



Jackknife: In emergency situations when a horse is trapped and needs to be cut free it is important to have a sharp, sturdy knife on hand. A jackknife is considered a solid, reliable and safe form of knife for this purpose. It is vitally important that all Pony Club members know how to use it. The Boy Scouts of America have an excellent program that teaches proper use of jackknives; contact your local troop and ask them to come to your next mounted meeting and teach your group. A good handout on jackknife safety can be found at <http://www.scoutxing.com/leadertips/tip027.htm>

- Should be: sharp.
- Shouldn't be: Dull or broken. Heavy-duty X-acto knives, which use retractable, replaceable thin razor blades are not considered a suitable alternative to jack knives because the blades can snap very easily. While the blades are very sharp they dull quickly and are tricky to replace.
- Good tips: Serrated edged knives cut easier than smooth edge. Make sure all team members know how to close as well as open the knife because they often have tricky latches. Test on piece of bailing twine.



Leather Punch A leather punch comes in very handy for last minute tack adjustments.

- Should be: easy to operate
- Shouldn't be: rusted or broken



Thumbtacks: useful for putting notices up on the notice board, and for Judges to leave notes.

- Should be: at least one dozen (12) per team.
- Shouldn't be: dull, rusted or broken
- Good tip: Larger thumbtacks with colored tops are easier to find if spilled. Thumbtacks can be stored in a small snap-lid plastic container. Mark the container with the team name.

Duct Tape: Duct tape has 1,001 uses.

- Should be: at least half a roll
- Shouldn't be: masking tape or cellophane tape
- Good tip: write team name in permanent marker on the inside of the roll.



Two Pony Club Pins: These are spares in case a team member loses or forgets one. The pin must bear the official image of USPC (see picture). Official USPC Championship pins with USPC image, discipline and date are acceptable. Colored felt backings, indicating rating, are optional.

- Should be: clean with working latches or backing.
- Shouldn't be: Regional or commemorative pins.

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Cleaning Equipment

Keeping the stable area neat and clean is one of the prime goals of good horse management.

Requirements: Cleaning equipment should be clean, in good repair, and appropriate to the task.

- One kit per team
- Labeling: Everything should be labeled with team name or initials.



Manure Fork or Shovel: Forks and shovels are used for mucking stalls and picking up manure outside of the stall. Make sure you bring the correct fork for your bedding; manure forks with tines work well with straw, manure forks with baskets work well with shavings and sawdust.

Rake or Broom: a rake or broom is handy for sweeping stall and aisles and picking up smaller pieces of dirt and manure.



Manure Basket or Wheelbarrow: Used for carting manure to designated manure piles.

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Tack Cleaning Kit:

Good tack, properly cared for and fitted, can give many years of service. The process of cleaning tack can be broken down into three stages.

- **Cleaning** - If tack is fairly dirty (ie., covered with sweat, mud, dirt, etc) use a sponge and cleaner to remove dirt. Care should be taken not to allow the soap to foam - this indicates the use of too much water, which will dry out the leather. The tack is then rinsed off with a slightly damp sponge to remove the cleaning agent, which is too harsh to be left on the saddle or bridle. Some good cleaners are: Lexol Cleaner, Castile Soap (Kirk's), LeatherCare, Ivory Soap.
- **Conditioning** - Determine if the leather should be oiled or conditioned. Leather should be soft and supple, with no cracks, and should not squeak while you're riding. If oil is needed, use a 1" to 2" paintbrush to apply in thin layers to the "flesh" or rough side of the leather, then work the leather by hand, bending it back and forth as well as rolling. The heat from your hands will help the leather soak up the oil or conditioner. Don't go overboard - condition your leather gradually.
- **Protecting** - Bar glycerin soap is the traditional choice of protection since it will seal the pores of the leather to protect and nourish it. It acts as a type of raincoat for the leather, but does not clean it. If oil is applied after this step the leather will be duller, lacking polish, and the oil will not get into the fibers of the inner layers of the leather because they have been sealed. Some good protectors: bar glycerin soap, Fiebing's Saddle Soap, Belvoir Glycerin.

(Excerpted from The 2002 USPC Horse Management Rulebook, Part VI - Tack Care, Section 2, pages 42-43)

Requirements: Multiuse products (such as Horseman's Onestep) are acceptable for each requirement but you must have separate products for the soap, oil/conditioner and saddle soap.

- One kit per team
- Labeling: Everything should be labeled with team name and/or initials. Loose items do not need to be labeled but should be in a container with team initials. Fabric can be labeled with a permanent marker.

Ordinary Bar Soap: Used for the first step of tack cleaning; cleaning the leather. Should also be used to wash your hands.

- Should be: a solid cake-type soap (Ivory Soap, Castile Soap)
- Good tips: Keep the soap cake in a soap container with the teams initials. Stick the point of your stock pin into the bar of soap to help it through the knot of your stock tie.

Tack Oil or Conditioner Used for the second step of tack cleaning; conditioning.

- Should be: Oil or conditioner
- Good tip: Olive oil is a great tack oil. Since no glass is allowed in rally tackrooms (unless taped), pouring the oil into a small, clean plastic water bottle with a screw top lid helps prevent spills. Label bottle with masking tape and a permanent marker. Warning: olive oil can go rancid (or spoil) quickly in hot weather.

Saddle Soap: Used in the third step of tack cleaning; protection.

- Should be: Glycerin bar okay, other saddle soaps are fine but should be glycerin-based. If in jar or bottle make sure competitors can open.
-

Metal Polish: Used to clean any tack metal that DOES NOT come in contact with the horse's mouth. Bits should not be cleaned with metal polish; use toothpaste instead.

- Should be: at least half a bottle or can
 - Good tip: some cans of metal polish can rust easily. Make sure you can open it.
-

Tack Sponge: Used to apply tack cleaners, conditioners and protectors.

- Should be: smaller sponges that can easily fit in your hand - large bath sponges are clumsy.
 - Shouldn't be: Should not be very dirty
 - Good tip: Stock your tack cleaning kit with several small sponges.
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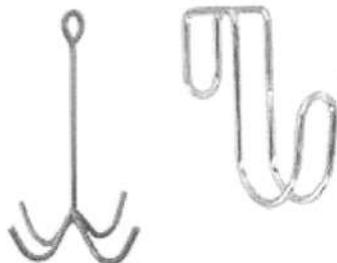
Cleaning Cloths: Used for applying tack cleaners, conditioners and protectors as well as metal polish.

- Should be: reasonably clean.
 - Shouldn't be: very dirty
 - Good tip: Keep separate cleaning cloths for metal polish since you don't want the residue on leather. Old terrycloth face clothes work great.
-



Pail: fill with warm or tepid (if available) water for tack cleaning.

Should be: big enough to get sponges wet; should be at least one quart.



Cleaning Hook: used to hang tack on while cleaning.

Should be: able to be hung up while cleaning. Does not need to be out while not in use.
Shouldn't be: a nail on a board. This is dangerous and doesn't work very well.
Good tip: Cleaning hooks should be stored when not in use.

Drying Baskets: Used to dry all sponges and wet cloths.

- Should be: Hanging or free standing. Does not need to be out while not in use.
 - Good tip: Mesh laundry bags work well and can be hung by their string.
-

Boot Polishing Kit, if applicable: Applicable if any member of the team is wearing footwear (tall boots or short boots) that is made of leather.

- Should: include boot brush, boot polish and creams (at least half full) and cloths used only with the boot polish and creams.
- Good tip: Keep boot polishing kit in it's own small bag or container, marked with team name or initials.

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Tack Room Equipment

Requirements:

- One kit per team
- Labeling: Everything should be labeled with team initials.



Flashlight: Should be hung by door of tackroom or in a convenient place. The expectation is that flashlights should be accessible: low enough for the shortest member of the team to grab without needing a stool; visible; and able to be removed without untangling or unbinding.

- Should be: working with a strong, bright light
- Shouldn't be: pen-type or miniature flashlights
- Good tip: include a set of spare batteries in the Utility Kit, marked with the month and year purchased.

Remember!

Pull

Aim

Squeeze

Sweep



Fire Extinguisher: Type "A" or "ABC". "A" means capability of extinguishing cellulose/wood fires, "B" means capability of extinguishing gasoline, grease or oil fires and "C" means capability of extinguishing electrical fires. Make sure the little arrow is on green.

- Should be: portable and hung by door of tackroom or in a convenient place.
- Good tip: Many local fire departments run classes in how to use a fire extinguisher. This makes a great unmounted meeting.

Notice Board: can be a dry erase board, chalk board, cork board, etc.

Trash Container:

- Should be: at least 3 gallon size. Should have a lid to keep flies and other insects to a minimum.
- Good tip: a large trash container can double as a storage/transport container for other team kits.

Horse Management Handbook: Check the USPC website www.ponyclub.org for the most current version of the Horse Management Handbook, plus that years annual newsletter. You only need Part 1: HM Rules for USPC Rallies.

- Should be: In logical and sequential page order.

Discipline Rulebook Check the USPC website www.ponyclub.org for the most current discipline Rulebook, plus that years annual newsletter.

- Should be: In logical and sequential page order.



Boot Hooks: used to help pull on your boots. Only needed if one or more team members are wearing tall boots.

Good tip: Boot hooks are inexpensive and it's a good idea to get a pair and keep them in your team trunks, you never know somebody might need them.



Boot Jack: boot jacks are very helpful in getting boots off, especially on hot sweaty days. Only needed if one or more team members are wearing tall boots.

Good tip: inexpensive and great to have on hand.

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Extra Equipment

All teams must come to rally prepared for equipment breakage. Since all the equipment a competitor is going to use must be in the tackroom at the beginning of the rally, any extra or replacement equipment must be there as well (*"All equipment used in competition, other than clothing, must be kept in the team tack room unless otherwise instructed."* 2007 Horse Management Rulebook, 14c Amplification). This means that if a rider breaks a stirrup leather, or if a girth is found to be unsafe, each team must have with them enough extra equipment to replace the item. Since every piece of extra equipment could be called into use on a moments notice, everything should be turnout inspection clean.

Requirements:

- One set of extra equipment per team (although individual riders may bring their own)
- Sufficient to fit all team mounts/members - this means that if the team comprises several size mounts that there be a selection of girths, halters, etc to fit several mounts. One solution is for each team member to bring their own extra equipment, clearly labeled with their name or number, hung on separate hooks.
- Cleaned to turnout inspection standards
- Labeling: Everything should be labeled with team name or the name and/or number of any team member.

A note on storing extra equipment: Many clubs store extra equipment in airtight sealed plastic containers. While this is a good way to keep out dust and works well for bits, cotton lead ropes and stirrup irons, it can cause mildew in leather. A better suggestion is to store it in a zippered sports bag that can be hung on a hook by it's handles.



Two extra lead ropes, one with chain shank: Rules and guidelines below quoted from 2007 Horse Management Rulebook, 10d amplification.

Should be: *Cotton lead ropes are preferred and recommended for safety reasons(2007 Horse Management Rulebook, 10d).*

- Shouldn't be: *Flat nylon lead ropes are not allowed to be used for tying, because nylon has a tendency to slip.*
 - *If the mount pulls back, the lead may slip and the knot may get too tight to untie.*
 - *Round nylon leads are discouraged for the same reason, but not forbidden.*
 - *If nylon leads are used, it is recommended that gloves are worn to protect the hands from 'burns' in case the lead is pulled through the hands.*
 - *If a lead rope with a chain shank is used, the chain must be threaded over the mount's nose or attached to the halter in some other safe, appropriate way, so neither the competitor nor the mount becomes tangled in the chain.*

Halter(s) (should be adjustable): Make sure every mount on the team has an extra halter that fits. If mount sizes vary widely, bring more than one. A correctly fitting halter is defined as having a noseband that lies half way between the corner of the lips and the projecting cheekbone, and allows no more than the width of four adult fingers between the noseband and the nosebone.

Halter rules: All halters used at rallies must have breakaway capability (*2007 Horse Management Rulebook, Rule 10b*); The mount's halter must have some form of identification on it at all times (*2007 Horse Management Rulebook, Rule 10c*)

Complete bridle(s) with bit(s): Extra bridles must be complete, assembled and include sufficient bit(s) to fit all mounts (*2007 Horse Management Rulebook, 14d Amplification*). If a team member can't ride with the bit on the extra bridle for safety reasons, they need to bring an extra one that they can use.

See 2007 Horse Management Rulebook, Rule 16c Amplified instructions for exceptions to USEF tack requirements at USPC activities.

- Should be: turnout inspection clean to the standard of the highest rated member of the team.
-

Girths: Make sure it will fit all horses, if not, either bring more than one girth, or see if it would fit with a girth extender. As with all the extra equipment, make sure it is clean and in good repair.

See 2007 Horse Management Rulebook, Rule 16c Amplified instructions for exceptions to USEF tack requirements at USPC activities.

- Should be: turnout inspection clean to the standard of the highest rated member of the team.
-

Pair stirrup leathers and stirrup irons: Stirrup leathers may be leather or synthetic. All stitching must be in good repair with no broken stitches. Any cracks in leather may not go through more than one-half the thickness of the leather. Fillis stirrup irons must have stirrup pads (2007 Horse Management Rulebook #16c)

See 2007 Horse Management Rulebook, Rule 16c Amplified instructions for exceptions to USEF tack requirements at USPC activities.

- Should be: Make sure the stitching on the extra leathers is in good repair. There's no use in exchanging a broken leather for another broken one. Also, take the time to place every member's foot in the extra stirrup irons, since there should be 1 inch of extra room (or 1/2 inch on each side) when the widest part of a rider's foot is placed across the stirrup iron. Should be turnout inspection clean to the standard of the highest rated member of the team.
-



Two rubber bands and Leather tabs for Peacock irons (if used): These are only required if one or more riders are using peacock safety stirrup irons. There are some rubber bands that are designed to be used without leather straps, these have an extra rubber tab that hooks to the bottom of the stirrup. Make sure that your extra rubber bands are in good repair, or replace them.

- Should be: Rubber bands for safety stirrups (also called Peacock Irons) should be smooth and elastic.
- Shouldn't be: office use rubber bands! Bands should be as pictured above, intended solely for use with peacock safety stirrups. They should not be cracked, brittle or stretched out.
- Good tip: place extra rubber bands and leather tabs in a ziplock bag and label it.

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Individual Equipment

Requirements:

- One set per competitor
- Labeled with competitor's name or number



Saddle rack: Each competitor must have their own place to store their saddle.

Saddle rack rules: Up to two saddles for one competitor may be stored on one rack with a clean, dry saddle pad between them to prevent damage to leather. (*2007 Horse Management Rulebook, Rule 14d Amplification*)

Bridle Rack: Each bridle should be hung on a holder or hook.

- Good tip: Flat round cat food or tuna fish cans screwed to a 1x6 board make a great bridle rack.



Boot Trees (legs and toes): Required for every team member who is wearing tall leather boots. Leather boots are an investment that can last years if cared for correctly and boot trees and toes help them maintain their shape and prolong their life. Rubber tall boots that stand up on their own don't need boot trees.

- Should be: stiff enough to help boots stand up and maintain shape.
- Shouldn't be: crumpled paper or material
- Good tip: Plastic shoe trees, available at drug stores, make very good toes. Boot trees can be made of rolled and taped newspaper, cardboard, or even an empty drink bottle in a pinch. Toe stuffing can come in the form of rolled socks (preferably clean ones), rolled and taped paper, or an HM favorite, kitty litter in a nylon stocking (hey, it absorbs odors!).

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Grooming Kit

Each competitor is expected to bring their own grooming kit to rally. Sharing grooming equipment is unsanitary and can lead to many health issues for the mount and sometimes the rider. Pony Club members are expected to be responsible for their own grooming equipment and use it correctly.

Requirements:

- One kit per mount
- Labeling: individual equipment should have the competitor's name or number. The goal is to be able to return any found equipment to it's owner.

A note on cleaning brushes: Dandy brushes and body brushes are cleaned with the currycomb after a few strokes. But they should be cleaned occasionally to remove embedded dirt and dust, and can be disinfected at the same time. Fill a small bucket with warm water and put a few drops of liquid dish detergent in it. Swish the brushes in the warm water for about a minute. Fill another small bucket with one gallon warm water and about 3 tablespoons disinfectant (like Lysol) and swish the brushes in for about one minute to rinse. Shake excess water out of brushes then let dry, bristles down, overnight. Try not to soak brushes with wooden or leather handles for more than one minute.

Another method is to add a half a cup of baking soda to a pan with one to two inches of white or apple cider vinegar (make sure the pan has high sides, the mixture will foam!). Put the bristles into the mixture. The foaming action cleans and loosens the dirt. Rinse as directed above.



Hoof Pick: Used for picking out a mounts hooves before riding and after riding. For health reasons each mount must have their own hoof pick and they should never be shared (imagine sharing your toothbrush).

- Should be: reasonably clean; about a day's worth of dirt
- Shouldn't be: broken, rusted
- Good tip: If the hoof pick has a hole or opening in the end, tie a piece of ribbon or landscaping tape through it and knot it, then write the competitor name in permanent ink.

Rub Rag: great for removing stains and give a great final polish after grooming. They are also good for rubbing out sweatmarks.

- Should be: reasonably clean; about a day's worth of dirt. Should be absorbent, made of a towel-like material, and at least the size of a hand towel.
- Shouldn't be: potholders
- Good tip: Retired dish towels make great rub rags. Label with a permanent marker.



Dandy Brush: A dandy brush is a stiff brush used to remove heavy dirt, dried sweat and mud. It works very well on mounts with long coats. Dandy brushes can be made with synthetic or natural bristles.

- Should be: reasonably clean; about a day's worth of dirt.
- Shouldn't be: softer than your body brush



Body Brush: Has shorter, softer bristles than the Dandy brush and is used to remove dust, scruff and dried sweat from a mount. This is the brush that adds the shine! Oval brushes with handles across the back are usually (but not always) body brushes.

- Should be: bristles should be softer than the Dandy brush. Reasonably clean; about a day's worth of dirt.
- Shouldn't be: stiffer than the Dandy Brush.

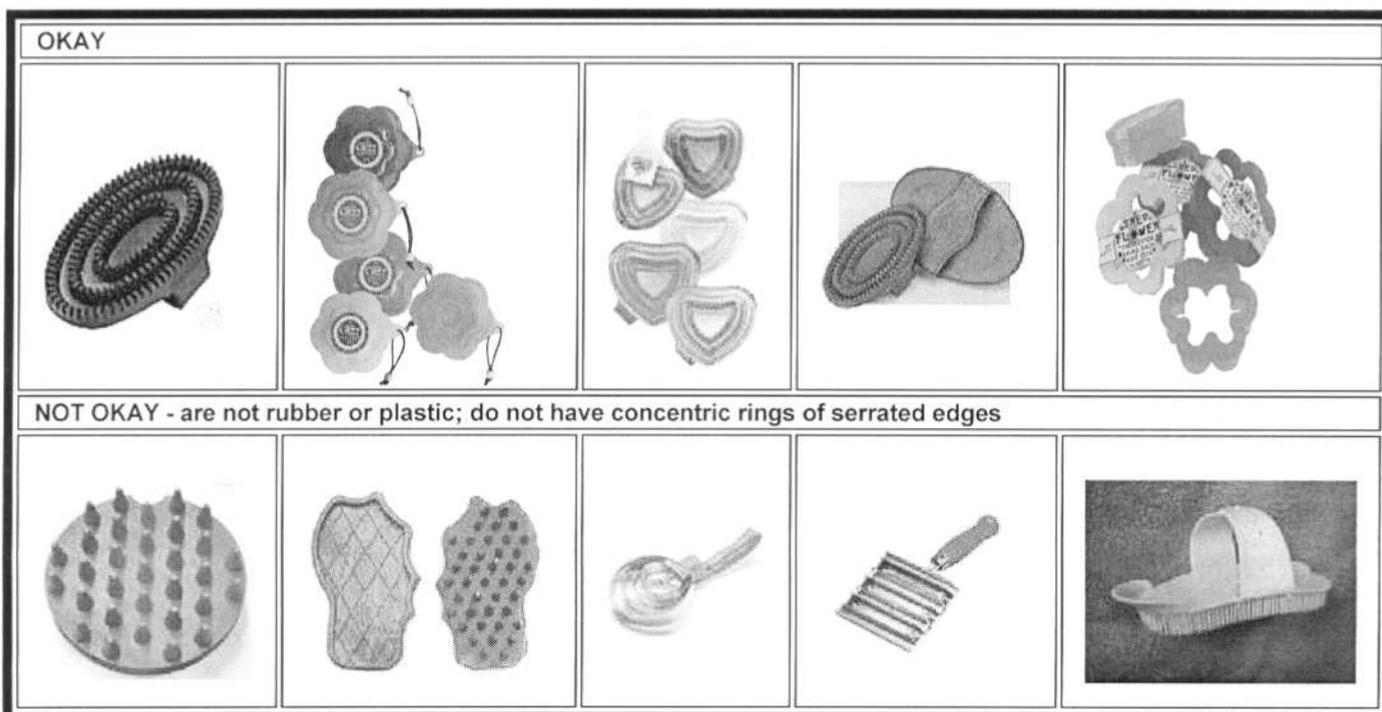
Wet wipes, moistened towelettes or 2 sponges: Used to clean the mounts eyes, nose and dock. Wet wipes should be thrown away after use.

- Should be: Wet wipes should be moist. Sponges should be neat and reasonably clean. Since wet wipes should also not contain any alcohol baby wipes are a good choice.
- Shouldn't be: Wet wipes should not be dried out.
- Good tip: Label sponges when dry with a permanent marker. 'F' can stand for 'face', 'D' for 'dock'. Wet wipes store well in a sealed ziplock bag labeled with a permanent marker.

Rubber or Plastic Currycomb:

In Pony Club a currycomb has three uses: loosening caked mud and scruff, rubbing the pony's skin, and cleaning your brushes after several strokes. **A currycomb must have concentric rings with serrated or 'tooth' edges (the rings do not have to be in an oval shape, they may be other shapes such as a heart).** In addition to the rubber/plastic currycomb you may include other types like a Grooma Groomer or Jelly Scrubber. Metal currycombs with three concentric rings and a handle work well for brush cleaning, but are too sharp to be used on a horse.

- Should be: reasonably clean; about a day's worth of dirt.
- Shouldn't be: Plastic currys that have hose attachments for washing horses don't work well for cleaning brushes.
- Good tip: lay a piece of masking tape across the back of the currycomb and write the member's name in permanent marker.





Body Sponge: Body sponges are usually large and squishy, and easily fill your hand. Can be synthetic or natural sponge.

- ↳ Should be: large
- Shouldn't be: sponge mitts or kitchen sponges
- Good tip: Label sponges when dry with a permanent marker. 'B' can stand for 'body'



Scraper: When washing a horse this pulls the extra water off their coats which speeds drying time. Usually plastic, aluminum or rubber, should never be metal.

- ↳ Shouldn't be: a metal scraper with teeth along one side, which is called a shedding comb.

Wash Bucket: Marked 'Wash Only'

- Should be: at least two gallons. Pickle buckets are acceptable.

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Stall Equipment

Requirements:

- One kit per mount
- Labeling: Labeled with competitor's name or number. Sports tape or bandage tape works well for labeling; masking tape can loosen with age or moisture.

Stall Card: Blank stall cards can be found on page 106 of the 2007 Horse Management Rulebook. See Appendix I of the 2007 Horse Management Rulebook for details about filling out a stall card.

- Should be: Easy to read and correct.
- Shouldn't be: Hard to read, inaccurate, missing.
- Good tip: Stall cards can be slipped into clear page protectors to keep them clean. Don't forget to add your pinnie number when you arrive at rally!



Lead Rope: Rules and guidelines below quoted from 2007 Horse Management Rulebook, 10d amplification:

Should be: *Cotton lead ropes are preferred and recommended for safety reasons(2007 Horse Management Rulebook, 10d).*

Shouldn't be: *Flat nylon lead ropes are not allowed to be used for tying, because nylon has a tendency to slip.*

- *If the mount pulls back, the lead may slip and the knot may get too tight to untie.*
- *Round nylon leads are discouraged for the same reason, but not forbidden.*
- *If nylon leads are used, it is recommended that gloves are worn to protect the hands from 'burns' in case the lead is pulled through the hands.*
- *If a lead rope with a chain shank is used, the chain must be threaded over the mount's nose or attached to the halter in some other safe, appropriate way, so neither the competitor nor the mount becomes tangled in the chain.*
- Good tip: wrap a piece of duct tape or masking tape around the end of the lead rope and write competitor's name and/or number.



Snaps for buckets and tubs. These have a lot of good uses and extras always come in handy.

Should be: at least two

Shouldn't be: broken or rusted

Good tip: keep snaps in a ziplock plastic bag and label bag with competitor name and/or number.



Water buckets: The decision about how many buckets you are required to have at a rally depends on the type of rally (one day or overnight) and whether your mount is getting electrolytes in their water. Electrolytes are a way to help replace minerals a horse loses when they sweat (very similar to Gatorade). If a horse is receiving electrolytes they must also have fresh water available at all times.

Water bucket rules: A sufficient amount of fresh water must be available to mounts at all times. (2007 Horse Management Rulebook, Rule 13)

- **When do I need one bucket?**
 - One day rallies when the mount is not getting electrolytes in his water - this bucket is for fresh water
- **When do I need two buckets?**
 - One day rallies when the mount is getting electrolytes in his water (one bucket is fresh water, the other electrolytes)
 - Overnight rallies when the mount is not getting electrolytes (two buckets of fresh water)
- Should be: Heavy-duty, five gallons each, clearly marked 'Water Only'
- Shouldn't be: Pickle buckets, less than five gallons
- Good tip: Flat back buckets need one point of attachment (one eyehook and one snap); round back buckets need two (two eyehooks and two snaps).

(Overnight Rally Only) Feed Tub: can be a feed bucket or tub that sits on the ground.

- Must be: Heavy Duty
- Shouldn't: have handles that a horse could get a leg caught in if it is being used on the ground. If handles cannot be removed they can also be taped down with duct tape (from the Utility Kit).



(Overnight Rally Only) Top-Off Bucket: Because this bucket is not going to be hung in the stall it can be a 'pickle bucket' type with a thinner bail and walls.

Must be: Five gallons.

Good tip: Because a full five gallon bucket is often difficult to handle, two buckets equaling five gallons can be used.



(Overnight Rally Only) Salt Block: Horses should have salt available to them while in the stall. Loose salt is acceptable if noted on feed chart and stall card. "White salt blocks contain nothing but salt. Blue salt blocks contain cobalt and iodine as well as salt. Brown salt blocks contain additional minerals. Red blocks contain iodine." *Katherine Blocksdorff, Your Guide To Horses* <http://horses.about.com/od/feedingyourhorse//saltblocks.htm>

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Feeding Equipment

Overnight Rally Only. Competitors at rallies should be encouraged to set their feed rooms up as if someone else was going to feed their horses. Would that person know which hay was yours? Which meal to feed to your horse? How much grain they should eat? Feed charts and labeling should make it very clear and simple.

Horses may be fed two ways at overnight rallies: prepackaged meals or from loose feed.

Prepackaged meals should be:

- Individually packaged in paper bags or breathable mesh bags (never ziplock plastic bags)
- Labeled to indicate horse's name and a.m. or p.m. feeding
- If supplements are included list the amount and type
- Stored in metal or plastic containers with air holes, one container per horse, marked with horse's name
- Containers need to be secured with chain or rope (not bungee cords) unless kept in a secured area behind a closed door.
- **Prescription medication may not be included in pre-packaged meals.** A Veterinarian's Letter (page 101, 2007 Horse Management Rulebook) must be presented to the Chief Horse Management Judge before the competition and a judge must observe the competitor administering the medication to the mount.

Loose feed should be:

- Kept in a breathable bags
- include a feed measure (scale, scoop or can)
- Stored in a metal or plastic container with air holes
- secured with chain or rope (not bungee cords) unless kept in a secured area behind a closed door

Prescription Medication rules: A HMJ or competition veterinarian must be present whenever a prescribed medication is administered to a mount. (2007 Horse Management Rulebook, Rule 21c). USPC follows USEF rules regarding equine medications. Any mount requiring medications must have a letter from the prescribing veterinarian(2007 Horse Management Rulebook, Rule 21b)

Requirements:

- Per team and/or mount
- Labeling: See individual items and note about feed labeling.

Feed Chart: Include horse's name, competitor's number, normal feeding times, feed types, and amounts (by weight and can add volume as well if you use a volume scoop to feed.) Remember to list any medications or neutraceuticals that a horse gets on the stall card as well as the feed chart. Feed Charts should be hung in the feed area.

Feeding rules: Each team/individual must post a feed chart in the area where feed is prepared and/or stored. The chart must have clear instructions for feeding the teams/individual mounts (2007 Horse Management Rulebook, Rule 13d)

- Should be: easy to read
- Good tip: make one feed chart per mount.

Feed Measure: Should be included if mounts feed is not premeasured.

- Should be: labeled with competitor's name or number
 - Shouldn't be: glass
-

Appropriate secured grain storage: Grain storage rules: "If a mount is to be fed during a competition the feed supply must not be accessible to mounts or other animals." (2007 Horse Management Rulebook, Rule 13e)

Grain should be stored in a such a manner that mounts and other animals and insects cannot access it. Some examples of grain storage are:

- Metal container with lid: small galvanized trash cans with handles make good grain storage containers. Secure with a rope or chain pulled tightly across the top of the container.
- Sturdy plastic container with lid: Plastic should have holes poked in it to encourage air circulation. Secure with a rope or chain pulled tightly across the top of the container.

If a feed room is located in a spare barn stall near mounts then grain storage needs to have secondary security (a rope or chain pulled tightly across the top of the container). Spare stall doors might be accidentally left open, and are exactly the right size to let a pony walk through.

If trailers and other spaces with narrower latching doors are used grain may not need secondary security since the door opening acts as a barrier.

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