

# JUDGES' TRAINING RULES AND REGULATIONS

## Regulations for Judges Training Conformation 2024/2025 Self-Funded Adult Education Program

### General

1. The Rules and Regulations of the Dogs Queensland Judges Training Program (JTP) are amended from time to time; such amendments are published by DQ. These Dogs Queensland Regulations for the Rules but also accommodate necessities required by the diverse nature of metropolitan and regional Queensland. These regulations are effective immediately.
2. Aspiring judges and all interested members are reminded that membership in the JTP confers no automatic right to become a Judge. Dogs Queensland will consider the suitability and behaviour of all applicants entering the JTP. Becoming a Judge requires successful completion of the syllabus following which the aspiring Judge must earn the privilege to be registered and acknowledged as a Judge. This privilege may be withdrawn should circumstances warrant and after all facts have been considered.
3. An essential requirement of acceptance, and continued progression, in the JTP (including applications for both theory and practical examinations) is a demonstrated significant and continued participation in the management or operation of an affiliated Dogs Queensland Club or Committee. Trainees must complete the "Club Activity" form each year. This documentation MUST accompany ALL applications; including first time applicants, theory examinations and practical examinations, irrespective of the number of Championship Show groups a Judge may hold. Applications which do not include this mandatory documentation will be rejected unless appropriately documented reasons for extenuating circumstances are approved by the Conformation Judges Committee (CJC).
4. The Dogs Queensland JTP is available for eligible members of Dogs Queensland who are residents of Queensland. Queensland residents who were previously members of other ANKC Affiliates and were previously in an equivalent ANKC recognised training program, will be recognised under a reciprocal agreement, provided all requirements are fulfilled.
5. Any persons who were previously resident in another State or Territory (and members of that State or Territory), and were not in the Judges Training Program, and who are now bona-fide residents of Queensland, may apply to enter the JTP upon providing a letter from their previous controlling body showing they comply with the entry requirements for Aspiring Judges.
6. The JTP is a continuous program. Persons who are unable to continue in the system due to illness, injury or issues of a personal nature, should apply in writing to the CJC for a leave of absence for a suitable period.
7. Members are not permitted to accept judging appointments or sign contracts to judge, until official written notification from Dogs Queensland, advising their judging status, has been received by them.
8. A member who has previously held Championship Show status may apply for reinstatement. Where a period of absence has occurred from the Judges List, reinstatement will be considered only after the member concerned has passed 90% of an Open Book examination on a number of the major breeds in the Group(s), plus those breeds which have been introduced by the ANKC during their absence. In some instances, particularly for longer periods of absence, the CJC may require a practical assessment which would be conducted using similar procedures to the Practical Examination as described in Regulation 38, and at a date to be determined by the CJC. Should the candidate fail the assessment, they would be added to the Open Show Panel and be required to fulfil the requirements as set out in Regulations 17-21.
9. A member who has previously held an Open show status and has previously passed the theory exams for a Group may apply for reinstatement to the Open show panel. To then proceed they must complete all the requirements of the current Group Training Program.

# JUDGES' TRAINING RULES AND REGULATIONS



10. Any Trainee Judge or Aspiring Judge who is found to have engaged in unsportsmanlike or unprofessional behaviour or has breached the Dogs Queensland Rules or the Dogs Queensland Code of Ethics or the Board of Dogs Queensland Judges Code of Ethics, or is not fulfilling training regulations, will be held accountable and may be suspended or removed from the JTP and / or the Judges Panel.
11. The CJC, in determining whether to remove or suspend, will consider all the facts and will provide their recommendation to the Board of Dogs Queensland.
12. A right of appeal is available, and an appeal may be made to the Board of Dogs Queensland in writing removal or suspension.

## Definitions

13. Terms used in these Regulations are defined below:
  - a. Championship Show Judge: A person who is qualified to judge individual breeds, or one or more Groups at Championship Show level.
  - b. CJC: Conformation Judges Committee.
  - c. DQ: Dogs Queensland
  - d. First Time Applicant (Aspiring Judge): A person accepted into the Judges Training Program as a First Time Applicant.
  - e. JTP: Judges Training Program.
  - f. Primary Group: The Group in which the candidate first bred / exhibited dogs.
  - g. Single Breed Judge (SBJ): A person who is qualified as a Breed Specialist, to judge a single breed at Championship Show level.
  - h. S.E. Queensland: The training region covered by Brisbane and surrounding areas (for Durack attendees) at the discretion of the CJC.
  - i. Trainee (Judge): A person who is qualified to judge one or more breed(s) or Group(s) at Open Show level.
  - j. Accredited Assessor – A judge who has held Championship status in that Group for 5 years or more.

## Stewarding/Writing Requirements for All Judges in the JTP

14. Starting 1st July and terminating 30th June each year, a Trainee Judge must fulfil the following requirements:

All trainee judges must complete a minimum of Ten (10) Stewarding appointments in Queensland at any Dogs Queensland affiliated Show. Six (6) of these must be at Championship shows, the other Four (4) can be made up of writing and assembly stewarding at Championship shows or stewarding at Open Shows.

- Note: Ring Stewarding for Two (2) or more Groups at the same Show on the same day is classified as One (1) appointment.
  - a. The Ring Stewarding requirements are to ensure that candidates not only provide valuable assistance with the operation of Shows but also, and more importantly, enable them to observe the judging of breeds. Consequently, the function of Show Manager does not qualify for the aforementioned requirements.
  - b. A maximum of five stewarding appointments are able to be counted at the Brisbane Royal Show, this can be made up of 5 ring stewarding appointments or for example 1 ring stewarding and 4 assembly stewarding appointments. Steward card must be signed by Show Manager indicating ring steward or assembly steward.
  - c. All Judges in the JTP must maintain and produce, upon request, an official completed and signed Dogs Queensland Steward's Card.
  - d. Stewarding requirements apply every year regardless of your intention to elevate to championship level or add an additional open show group. Failure to complete required stewarding each year may impact on your application in later years.

## Entry Requirements for First Time Applicants

15. Criteria for Eligibility for acceptance as an Aspirant
  - a. Have held financial membership of Dogs



# JUDGES' TRAINING RULES AND REGULATIONS



- Queensland or another ANKC Affiliate for a minimum of 8 consecutive years or be the son / daughter of a financial member, who has been a financial member for not less than 8 consecutive years.
- b. Have been active in canine affairs (see Regulation 3).
  - c. Be a minimum of 18 years of age.
  - d. Have bred at least three litters under their own or shared prefix.
  - e. Have bred or exhibited to their title at least two champions.
  - f. Where Dogs Qld, in its sole and unfettered discretion, considers that exceptional circumstances exist, it may grant dispensation to a candidate from compliance with regulations 15d and/or 15e.
  - g. Have become an Accredited Conformation Ring Steward by attending the training provided by the Event Managers & Stewards Committee. Complete all the relevant requirements within the twelve months prior to submitting the application to join the Conformation Judges Training Program. A copy of the applicant's official completed and signed Steward's Card must accompany the Application Form.
- must achieve a 75% pass in examinations on the areas of:
- i. Dogs Queensland Rules,
  - ii. Skeletal & Topographical,
  - iii. Anatomy & Movement,
  - iv. Dentition and
  - v. Canine Glossary of Terms.
- d. The examination date for the Introduction to Judging Program, will take place on the second Thursday in July each year. This will be conducted at Durack for metropolitan candidates and either by Zoom or with the Regional Coordinators for remote candidates.
  - e. Aspirants, who are unable to attend the examination on the second Thursday in July, may apply to the CJC for dispensation for a deferred examination within 48 hours of the exam and must supply supporting documentation for the claim. If successful upon application, the CJC will nominate a secondary date for Aspirants to sit the deferred examination.
  - f. Upon passing the Introduction to Judging Program examination, Aspirants must then apply to the CJC for their Primary Group as a Trainee Judge.
  - g. Aspirants who do not pass examinations in the Introduction to Judging Program, may re-apply the following year.

## Judges Training Program

### 16. Introduction to Judging Program

- a. Applications from First Time Applicants (Aspirants) wishing to enter the JTP must be submitted by no later than 30th November each year. Applications must be made on the prescribed form (available on the Dogs Queensland website) and all details on that form are to be completed.
- b. Once accepted by the CJC, Aspirants will enter the Introduction to Judging Program which will be held between January and July of each year. Dates to be advised and confirmed by the CJC on a yearly basis and published in the August Dog World.
- c. Aspirants who fulfil the requirements in Regulation 15, and who wish to enter the JTP,

## Group Training Program/Theory

17. Applications to attend lectures are to be submitted to DQ before 15th July using the prescribed form available from the DQ website. Trainees may apply for one (1) group per year (September to July). Split groups are not allowed. ie. Trainees are unable to be sitting theory exams for two (2) groups at the one time.
18. For each Group Training Program, a Trainee will be expected to complete the following requirements:
  - a. Attend all breed lectures which will be delivered via Zoom, unless otherwise advised. The candidate must have their video camera on at all times or the lecture will be counted as a missed lecture.

# JUDGES' TRAINING RULES AND REGULATIONS



- b. Pass all breed lecture theory examinations (that is a mark of not less than 75% for each of part A, B, C and D);
- c. Attend a minimum of 4 field days.

19. **Breed Lectures:** Trainees must attend all breed lectures for their nominated Group, commencing in September of each year, as published by DQ. Groups will be divided into a maximum of 4 sub-groups. Each field day is mandatory and if missed, trainees will be ineligible to sit for the theory exam for that sub group.

### Missed Lectures:

A trainee may miss a maximum of two (2) lectures in one training year provided that they are not both in one sub group. (A B C D sub groups)

**N.B.** A trainee must attend a minimum of 80% of the duration of a zoom breed lecture, or this will be classed as a missed lecture.

To be eligible to sit for the examination in the sub-group where a lecture has been missed, the trainee must

- a. Watch the recorded Breed Webinar as soon as possible after the missed lecture, and
- b. Write a 1000 word Breed information essay and submit to the Group Coordinator within 14 days of the scheduled lecture.

**N.B.** Once a trainee has missed more than two (2) lectures in any one year, they will not be eligible to sit for any further theory exams in that year.

20. **Theory Examinations:** For metropolitan candidates, theory exams will be conducted at Durack and for distance trainees either by Zoom or with the regional coordinators at the end of each sub-group. Dates will be advertised by DQ in September each year as per the Scheduled Breed Lecture dates. All theoretical examinations will be on the ANKC breed standards. The final theoretical examination for each Group will be held on the second Thursday of July each year.

21. It is recommended that any candidate who does not achieve the required pass mark in a sub group examination, re-attend the relevant breed lectures

the following year before they re-sit that sub-group examination. Candidates will not be able to sit for their final Hands-on Examination in any Group, until all sub group examinations have been passed.

- a. Trainees, who are unable to attend any examination due to exceptional circumstances, may apply to the CJC for dispensation for a deferred examination within 48 hours of the exam and must supply supporting documentation for the claim. If successful upon application, the CJC will nominate a secondary date for Trainee to sit any deferred examination.
- b. Once all sub group theory exams have been successfully completed the candidate will then be placed onto the Open Show Panel.

## Practical Training

22. Once a candidate has successfully completed the theory examinations and are placed onto the Open Show Panel, they must judge a minimum of one hundred and twenty (120) dogs at Open show level and a minimum of Four (4) full Groups.

- a. Breed club and multi breed club numbers will count towards the one hundred and twenty (120) dogs but the trainee must still judge a minimum of four (4) full groups.
- b. The candidate must have a minimum of two (2) satisfactory assessments completed by an accredited assessor whilst judging the full group. The trainee can choose their own assessor but must advise the CJC in writing/ email a minimum of seven (7) days prior to the show for approval. The assessor cannot be family or a close friend. The assessor must advise if the trainee is competent or needs more experience. A further assessment will be required if the trainee does not receive a competent grading.
- c. The CJC has the right to appoint an assessor for any trainee if deemed necessary and requires more than two (2) assessments.
- d. All trainees will be expected to attend a minimum of one (1) Breed Club specialty championship show and critique five (5) dogs



# JUDGES' TRAINING RULES AND REGULATIONS

with an accredited assessor approved by the CJC. Trainees must attend the entire breed show or a minimum of 50 dogs at that show. Breeds with different varieties are counted as one breed. eg Poodles.

- e. Complete twenty five (25) critiques which are to be done in association with an accredited assessor and signed off by them on the day. The critiques completed at the Breed Specialty show can be counted towards the twenty five (25) critiques.
- f. A maximum of five (5) critiques can be completed on any one day
- g. No more than five (5) critiques may be of the same breed. (Breeds with different varieties are counted as one breed. Eg Poodles
- h. No more than ten (10) critiques are able to be completed per assessor.
- i. Trainees in remote areas can complete their critiques from photos, except the (5) five critiques completed when attending the required breed specialty show with an accredited assessor approved by the CJC and signed off by them. The photos and critiques must be forwarded to the Group or Regional Coordinator.

Please note that no critiques are to be completed at Field Nights by trainees who are already on the Open Show Panel except for Distance Trainees who attend the Field night in Brisbane.

- 23. When a judge obtains Championship status for their FIRST Group, they then must judge one (1) full Group in Queensland before they can accept appointments in the Group interstate or overseas. The judge must advise the CJC within two weeks of signing the contract as they may be evaluated at this show and feedback provided.
- 24. When a judge obtains Championship status in a Group, they may apply for a further Open show Group to bring them up to a maximum of four (4) Open Show Groups.
- 25. All Trainee Judges and Aspiring Judges are required to support all Judges Training activities including

mentoring, assistance with breed lectures and supporting other Trainee Judges with entries at Open Shows.

- 26. All Trainee Judges who are considered by the CJC to reside a distance from the normal lecture venue (the Durack Showgrounds) that would pose a travelling risk, are to study through 'Distance Education'.
  - a. The Distance Education curriculum is available on the Dogs Queensland website under "Judges Training Documents". Candidates studying through Distance Education should check regularly for any amendments.
- 27. Where a Trainee fails to comply with the Rules and Regulations of the Group Training Program, the CJC may recommend to the Board of Dogs Queensland that the person be removed from the Judges Panel. The CJC, in considering whether to remove a person from the Judges Panel, will consider all the facts and will provide their recommendation to the Board of Dogs Queensland. A right of appeal is available, and an appeal may be made to the Board of Dogs Queensland in writing within 14 days of the official notification of the removal.
- 28. If through sickness, injury or other involuntary circumstances, a Trainee Judge cannot fully satisfy any requirement of the JTP, upon application, the CJC will consider each request for dispensation on its individual merit.
- 29. Applications for such leave of absence must be submitted in writing to the CJC immediately the pertinent circumstances arise.
- 30. The results of written examination papers are valid for life. The CJC reserves the right to use an alternative examination paper whenever it is deemed necessary.

## Practical Examination (Hands-On Exam)

- 31. Application for the Practical Examination must be made on the prescribed form (available from the DQ website) and all details on this form are to be completed. This form must be received **NO LATER THAN 15th JULY** in any year.

# JUDGES' TRAINING RULES AND REGULATIONS



32. Applications may be submitted subject to successful completion of all requirements in the Group Training Program. One (1) group per year.
33. All candidates and assessors will sign a confidentiality agreement to ensure the secrecy of all decisions; and refrain from any communication outside of this agreement.
34. An explanation of the examination procedure will be given to the candidate prior to the examination day. Any candidate, who is unsure of the procedure on the day, has the right to ask for clarification from any member of the CJC.
35. Each candidate and assessor will receive a score sheet. Candidates are to make no markings on these score sheets until the examination commences.
36. The Hands-on examination will consist of two breed classes and one mixed breed class. Each breed class will be comprised of a different breed and consist of 5 or 6 dogs of either sex in that breed. The mixed breed class will consist of 5 or 6 dogs of different breeds and of either sex (excluding the two breeds previously used in the two breed classes, unless exceptional circumstances require the re-judging of either breed as part of the mixed class). In all classes, dogs must be over the age of 6 months.
37. The examination will be conducted by 3 accredited assessors appointed by the CJC. A fourth person, also appointed by the CJC, will act as Chairperson and Coordinator for the ring.
38. The procedure for the Hands-on Examination is as follows:
  - a. The 3 assessors will examine the dogs independent of the candidates and determine their placings from 1st to last.
  - b. Independently, each assessor will then record their own placings on the score sheet provided.
  - c. The candidates will then examine the dogs.
  - d. As per normal judging procedure, candidates will have approximately 2 minutes to examine each exhibit.
  - e. Each candidate will record their placings from 1st to last on the score sheet provided, without communicating their decisions to any other candidate.
  - f. Each candidate will then provide their placings to all the assessors and then be interviewed and examined by all 3 assessors individually.
  - g. All questions pertaining to the breeds are expected to be answered. The candidate will only be examined on the exhibits in the respective class.
  - h. Questions asked during the Hands-on Examination, may be taken from current ANKC Breed Standards.
  - i. Assessors will record on the score sheet comments relating to each candidate. This must be completed whether passing or failing a candidate.
  - j. After all candidates have been examined on the two breed classes and one mixed breed class, the candidates will be excused from the examination ring.
  - k. Assessors will then independently complete the assessment form, awarding a pass or fail grade to each candidate on the two breed classes and one mixed breed class, with valid written reasons.
  - l. At NO time should either an examiner or candidate discuss any aspect of the practical examination outside of the official examination procedure. To do so is a breach of confidentiality comments relating to each candidate. All Papers remain confidential and the property of Dogs Queensland.
  - m. A shortfall in the number of exhibits or assessors will not automatically invalidate an examination. Provided that the candidate is given an explanation and that the candidate agrees that the examination continue, the examination will not be declared null and void. No objections or protests because of these discrepancies will be considered thereafter.
  - n. Should the candidate elect not to proceed with the examination, NO special examination will be arranged.

# JUDGES' TRAINING RULES AND REGULATIONS

39. In order to be successful at the Hands-on Examination, a candidate must receive a PASS grade by at least 2 of the 3 assessors for EACH of the 3 classes.
- Once a candidate receives formal written notification of passing the Practical Examination, they may accept and sign contracts for any sanctioned ANKC Show in that Group and judge immediately. Subject to Regulation 23
  - Any candidate who fails a Practical Examination must judge a further 25 dogs which includes one full group. They must be assessed when judging the full group by an accredited assessor appointed by the CJC and receive a competent result within that Group, before re-applying for Practical Examination. The candidate must advise the CJC a minimum of 14 days prior to the appointment.
40. If a candidate fails the Practical Examination in the same Group, for a third time, they will be ineligible to re sit that Group for a period of two years before reapplying. Trainees will be allowed to continue with a different Group.
41. Where deemed necessary by the CJC, the CJC reserves the right to elect additional Practical Examination dates.

## Eligibility for a Single Breed Championship Licence

42. For a GSD Specialty license, see Dogs Qld website for details.
43. Members may apply for elevation to Championship Show Status as a Single Breed Judge (SBJ). The following criteria must be satisfied by the applicant:
- Provide evidence of eight years continuous financial membership, activity and experience as a breeder and exhibitor.
  - Have titled or bred a minimum of five Champions in the breed in which the candidate is applying to become a SBJ.
  - Bred at least three litters under their own, or shared, prefix in the breed in which the candidate is applying to become a SBJ.
- Attend lectures run by the Event Managers & Stewards Committee and become an accredited Ring Steward.
  - Have completed all their relevant requirements within the 12 months prior to submitting the application to become a SBJ. A copy of the applicant's official completed and signed Dogs Queensland Steward's Card must accompany the Application Form.
  - Complete the requirements of the Introduction to Judging Program under Regulation 15. Rule 15f does not apply to a Single Breed Championship licence.
  - Attend the appropriate breed lecture night(s).
  - Attend the appropriate breed field night(s).
  - Complete the written examination for the breed and receive a 75% pass.
  - Once all requirements have been satisfied, the candidate will sit a Hands-on Examination on a date to be determined by the CJC.
44. A Practical Examination for a Single Breed Licence will consist of one class of 5 or 6 dogs and 1 class of 5 or 6 bitches. In all classes, dogs must be over the age of 6 months. In breeds with more than 1 variety this rule may be modified to accommodate different varieties of the breed.
45. Where an applicant fails a Single Breed Examination, they will be required to obtain relevant additional experience/knowledge to be eligible to apply for another examination in the following year, providing he / she applies by the specified time, and providing it is the same breed.