

WORKING CERTIFICATE TEST RULES & REGULATIONS

Effective January 1, 2026



CANADIAN KENNEL CLUB®

CLUB CANIN CANADIEN^{MD}

PURPOSE

The primary objective of the WC, WCI and WCX tests is to encourage the development and use of those natural abilities for which retrievers were originally bred. The tests provide a means to help determine future breeding stock, encourage retriever owners to develop their dogs' natural abilities, and to have retrievers become more proficient as hunting partners. The tests are non-competitive and those dogs that pass the tests to the satisfaction of the judges will be recorded as having basic work ability.

TABLE OF CONTENTS

1 INTERPRETATIONS

- 1.1 Definitions 1
- 1.2 Working Certificate Tests Defined
& Classified 5

2 GENERAL RULES & REGULATIONS

- 2.1 Eligibility of Clubs to Hold Working
Certificate Tests 5
- 2.2 Making Application 6
- 2.3 Postponement, Cancellation or
Combining Event 6
- 2.4 CKC Publications 7
- 2.5 Advertising 7
- 2.6 Working Certificate Test Representative..... 8
- 2.7 Officials & Committees..... 8
- 2.8 Handlers with Disabilities 8

3 JUDGES

- 3.1 Application for Approval of Judges..... 8
- 3.2 Judges' Qualifications..... 9
- 3.3 Judges' Authority..... 10
- 3.4 Judges' Protocol..... 10
- 3.5 Substitute Judge 11
- 3.6 Indignities to a Judge..... 11
- 3.7 Judge's Conduct..... 11

4 PREMIUM LIST & CATALOGUE

- 4.1 Premium List 11
- 4.2 Catalogue..... 13

5 RIBBONS..... 15

6 ENTRIES & END OF TEST

- 6.1 Entry Requirements..... 15
- 6.2 Entry Forms..... 17
- 6.3 Entry Fees..... 18
- 6.4 Entry Fee Refund.....19
- 6.5 Moving Up..... 19
- 6.6 Health..... 19
- 6.7 Cancellations..... 20
- 6.8 End of Test..... 20
- 6.9 Disqualification & Reinstatement..... 21

7	UNSPORTSMANLIKE CONDUCT.....	22
8	WORKING CERTIFICATE TITLES	
8.1	Working Certificate (WC).....	23
8.2	Working Certificate Intermediate (WCI)	23
8.3	Working Certificate Excellent (WCX)	23
9	TEST REQUIREMENTS	
9.1	The Working Certificate Test.....	24
9.2	The Working Certificate Intermediate Test.....	25
9.3	The Working Certificate Excellent Test....	26
10	REGULATIONS FOR PERFORMANCE & JUDGING	
10.1	Guidelines	28
10.2	Inspection of Test Grounds	30
10.3	Before Judging Begins	30
10.4	Instructions to Handlers	32
10.5	Procedures On Line.....	32
10.6	Marshals and Gunners	33
10.7	Evaluating Dog Work.....	34
11	CLASSIFICATION OF FAULTS	
11.1	Serious Faults.....	39
11.2	Moderate Faults	40
11.3	Minor Faults	41
12	PROTESTS	41
13	COMPLAINTS.....	43
14	DISCIPLINE.....	44
15	PROCEDURE FOR CONDUCTING A WORKING CERTIFICATE TEST COMMITTEE HEARING.....	46
16	PARTICIPATION	47
17	LIABILITY	48
18	AMENDMENTS.....	49

1 INTERPRETATIONS

1.1 Definitions

For the purpose of these rules and regulations, the following interpretations shall apply:

“all eligible breeds” means all breeds of Retrievers, and Irish Water Spaniels, poodles, Airedale Terriers and Barbets

“area of fall” means the area around the spot where the bird lands, which is the centre of the area of fall. The dog is allowed a reasonable radius of the fall in which to hunt out the bird

“blind retrieve” means a bird that has been planted while the dog is out of sight (the dog must retrieve the bird by following whistle, arm or voice signals from his handler)

“Board” means the Board of Directors of The Canadian Kennel Club

(80-05&06-25) **“breaking”** means a dog that leaves the line to retrieve before the dog has been released by the judges

(81-05&06-25) **“bye dog”** means a dog that is not entered in the test or an out of contention dog that will pick up marks or fill the honour position to allow a test to proceed.

“call back” means dogs that have successfully completed the test to the satisfaction of the judges are called back to continue the testing (dogs that have failed any part of the testing are not called back to continue running)

(82-05&06-25) **“cast”** means when the dog has been given a signal to change direction when being handled

(83-05&06-25) **“cast refusal”** means when a dog fails to proceed towards the bird after being given a cast by the handler

“CKC” means The Canadian Kennel Club

“Club” means The Canadian Kennel Club

“club” means a club or association officially recognized by The Canadian Kennel Club

“complainant” means any person who has laid a charge or complaint against another person, partnership, company or organization relative to contravention of these rules, regulations, procedures and policies of The Canadian Kennel Club

“controlled break” means what happens when a dog breaks but is quickly stopped by the handler and then sent by the handler to retrieve after being told to do so by the judge

“cover” means

- Light Cover - approximately ankle deep and not too thick
- Moderate Cover - usually between ankle and knee deep cover, clover, vetch, hay
- Heavy Cover - a hard going for the dog such as deep grass, bull-rushes or mud

“debar” means to prohibit a person from participating in any competition or other activities directed, sanctioned, sponsored or authorized by The Canadian Kennel Club if held under its auspices or under any of its rules and regulations

“defendant” means any person, partnership, company or organization against whom a charge or complaint has been laid, relative to the contravention of these rules, regulations, procedures and policies of The Canadian Kennel Club

“deliver to hand” means the dog shall deliver the bird to the handler, give it up willingly without dropping it and should stand or sit close to his handler at the line determined by the judge

“deprive of privileges” means to deprive a non-member of all privileges accorded to non-members of The Canadian Kennel Club, including the use of the Head Office

“dog” means a purebred dog of either sex

“downwind” means when the wind is blowing from behind the dog so that the dog cannot acquire the scent of the bird.

“draw” means the random selection of the running order of the entrants

“entrant” means the individual, or if a partnership, all the members of the partnership, entering in a working certificate test

(84-056-06-25) **“establish a hunt”** means a dog is actively searching for the bird using its nose and eyes.

“expel” means to terminate membership in The Canadian Kennel Club, depriving the person so expelled from all privileges of The Canadian Kennel Club

“freeze” means a dog holding a bird tightly in his mouth and refusing to release it to the handler; or locking onto a mark or thrower and not turning to see the fall or another mark

“gallery” means anyone watching the test including owners, handlers and spectators (Gallery etiquette includes being quiet while a dog is on line and working and not being distractive when a handler is trying to handle the dog on a blind/ mark)

“good standing” means an individual who is not under suspension, deprivation, debarment or who has not forfeited his rights from The Canadian Kennel Club

“handler” means the person handling the dog in the working certificate test

“Head Office” means the office at which the business of The Canadian Kennel Club is carried out on a regular ongoing basis

“holding blind” means a location, from which the dogs cannot see the test (any marks or blind retrieves), where the dogs are held prior to running the test

“honour” means a test of steadiness in which a dog observes another dog’s work without intimidation or interference by the handler

“immediate family” means spouse, father, mother, son, daughter, brother, sister, grandparents and significant other

“just cause” means how a reasonable person without personal bias or prejudice would act

“line” means the area designated by the judges from where the dogs will run the test

“mark” means a bird that is thrown so that the dog can see it in the air and where it lands

“marshal” means the person who helps the judges in setting-up the test and is in charge of communications between the judges and handlers

(80-05&06-25) **“no-bird”** means a bird that has landed in the wrong place or one that was not thrown high enough to be clearly visible to the dog.

“owner” means the owner or owners as stated on the registration certificate of the dog

“popping” means when the dog stops and looks back at the handler for instruction on either a mark or a blind without being told to do so by the handler

“suspend” means to deprive a member, for the period ordered, of all the privileges of The Canadian Kennel Club

“switching” means when the dog starts out to retrieve one bird, reaches the area of the fall, hunts for the bird, then, not being able to find the bird, leaves the area of the fall and goes to the area of the fall for another mark

(18-09-22) **“Temporary Competition Number”(TCN)** means a number issued by the CKC that allows a dog to participate in CKC events.

“test dog” means a dog that is not entered in the test or an out of contention dog that is run prior to the test, and that if possible, should not be overqualified

“under judgement” means a dog is under judgement from the time the handler says he is ready until the bird has been delivered to the handler and returned to the judges. In the WCI and WCX tests the dog is under judgement as soon as he leaves the holding blind to come to line. Judging is continuous until the dog leaves the line (a handler should not touch his dog at any time while it is under judgement in either WCI or WCX)

“upwind” means the dog is facing into the wind so that the dog can acquire the scent of the bird

(86-05&06-25) **“whistle refusal”** means a dog ignores a whistle command given by the handler that in the opinion of the judges, it should have heard

“working certificate test” is a general term which includes all the different test levels (WC, WCI, WCX) that may be offered

“Working Certificate Test” (WC) means the Working Certificate Test level which is offered at working certificate tests

“Working Certificate Intermediate Test”
(WCI) means the Working Certificate Intermediate Test level which is offered at working certificate tests

“Working Certificate Excellent Test” (WCX) means the Working Certificate Excellent Test level which is offered at working certificate tests

This rulebook shall be read with all applicable changes in gender so that the masculine shall include the feminine and vice versa, and the singular shall include the plural if applicable.

1.2 Working Certificate Tests Defined & Classified

- 1.2.1 An approved Working Certificate Test is a formal event given by a CKC recognized club at which dogs may qualify for titles.
- 1.2.2 A sanctioned working certificate test is an informal event given by a CKC recognized club at which dogs compete, but do not qualify for titles.

2 GENERAL RULES & REGULATIONS

2.1 Eligibility of Clubs to Hold Working Certificate Tests

- 2.1.1 Only CKC recognized clubs or associations in good standing with the CKC are eligible to apply for and hold a working certificate test.
- 2.1.2 Any club that has not run a WC test under CKC rules within 3 years is required to run a sanctioned test.
- 2.1.3 A club may hold working certificate tests only in which all eligible breeds may participate.
- 2.1.4 A club may hold only 4 WC/WCI/WCX tests in any one region/zone per year. Clubs will be permitted to hold no more than 2 sets of working certificate tests in one day.

2.2 Making Application

- 2.2.1 A club or association applying to hold a working certificate test must make application on forms provided by the CKC. The Event Date Application must be submitted so as to be received not less than 180 days prior to the date of the proposed tests. The CKC will notify the club whether or not approval has been granted. If the date is granted and the club fails to hold its tests on the date approved, an administrative fee as set by the Board will be assessed against the club, unless the CKC waives this fee on the grounds that the club had no alternative but to postpone or cancel.
- 2.2.2 The Event Secretary must be a regular member in good standing with the CKC.
- 2.2.3 The CKC shall have the authority to grant or withhold approval of an application for test dates. In the event approval is withheld, the test-giving club shall have no claim against the CKC.
- 2.2.4 Permission may be granted to hold simultaneous WC events, less than 402 km (250 miles) apart, at the discretion of the CKC and after consultation with the clubs involved.
- 2.2.5 Sanctioned working certificate tests authorized by the CKC shall be governed by such rules and regulations as from time to time shall be determined by the Board of Directors. The avoidance of conflicting date(s) for tests will be a consideration in the processing of applications.
- 2.2.6 The use of a club's name for working certificate test purposes cannot be transferred.

2.3 Postponement, Cancellation or Combining Event

- 2.3.1 If a date is granted and the club fails to hold its tests on the date approved, an administrative fee as set by the Board will be assessed against the club, unless:
 - (a) The weather is unsuitable for holding the tests, in which case, the Working Certificate Test Committee may suspend indefinitely or postpone any test up to 3 days. Notice of such suspension or postponement shall be forwarded immediately to the CKC. Postponement beyond 3 days must have the approval of the CKC.

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- (b) Because of circumstances beyond its control, a club finds that the entry on the closing date is less than 8 dogs, in which case, the club may at its option cancel the tests, without penalty, subject to the approval of the CKC, and provided that such information is included in the premium list. All entrants are to be notified immediately.

2.3.2 In the event of postponement for any reason within 24 hours or more of the starting time of a test, any competitor shall have the right to withdraw his entry and his entry fee shall be refunded.

2.3.3 Combining Events

In the event of a low entry for either or both events being run by a club on the same weekend, or concurrent dates:

- (a) The club may run both events on the same day, provided all entrants and judges are in agreement prior to the start of the first day's test.
- (b) One day's events must be completed prior to the start of the second day's event.
- (c) If a club chooses this option, it must immediately notify the CKC.

2.4 CKC Publications

2.4.1 All clubs holding working certificate tests are required to have copies of the latest edition of these Working Certificate Test Rules and Regulations available at the test.

2.5 Advertising

2.5.1 A club that has not been granted priority dates must not advertise or publish the date of any event that has not been approved by the CKC.

2.5.2 A club that has been granted priority dates for its event may advertise those dates prior to submitting the Event Date Application. This does not exempt the club from submitting the required applications to the CKC within the prescribed time frame.

2.5.3 A club must not advertise the names of the judges until the club has received official notification from the CKC that the judges have been approved.

2.6 Working Certificate Test Representative

- 2.6.1 The Board Member representing the area may appoint a Representative to attend events without remuneration. If a Working Certificate Test Representative has been appointed in the zone in which the test is being held, his role shall be to work with the judges and test committees to ensure the tests are run according to the rules, and to assist if needed.

2.7 Officials & Committees

- 2.7.1 A dog that bites or attempts to bite another dog or a person may be removed from the event grounds or premises for the duration of the event by the Working Certificate Test Committee Chair.
- 2.7.2 Where a person who has control or custody of a dog at a CKC event causes that dog to suffer serious injury or death through negligence or willful misconduct, the Working Certificate Test Committee Chair shall file a report to the CKC for possible submission to the Discipline Committee.

2.8 Handlers with Disability

- 2.8.1 At the judge's discretion a modification to the exercise/routine may be made to accommodate a handler with disabilities providing that such modification does not aid the dog's performance or inhibit other dogs and the dog is required to perform all exercises/routine.

3 JUDGES

3.1 Application for Approval of Judges

- 3.1.1 After a club has been granted permission to hold a working certificate test, the club must submit the Judging Panel Application. The application must be submitted so as to be received not less than 120 days prior to the date of the test. The application must include the names and addresses of the persons selected to judge, as well as the test(s) assigned to each judge.
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- 3.1.2 When the Judging Panel Application reaches the CKC less than 120 days prior to the test, an administrative fee as set by the Board will be assessed against the club.
- 3.1.3 The Board shall have the authority to prescribe from time to time the requirements for eligibility to judge one or more test levels at a working certificate test. It shall also have the authority to prescribe procedures in order to determine and/or test the qualifications of a person seeking to establish eligibility to judge one or more tests. It may prescribe regulations by which a person may be removed from the list of persons eligible for approval to judge at a working certificate test.
- 3.1.4 If the CKC is not prepared to approve a person selected as a judge, or is not prepared to approve the entire assignment for which a person has been selected as a judge, the club must, within 2 weeks thereafter, select and submit to the CKC, the name(s) of an alternate person to judge the test or tests for assignments not previously approved by the CKC.
- 3.1.5 If it is necessary to obtain a substitute judge, the test committee shall attempt to obtain one of equal qualification and the CKC must be notified of the change and the reasons. Any entrant may withdraw his entries when advised of the substitute judge provided it is done in writing before the running of the first test. The entrant shall receive a refund of entry fees.
- 3.1.6 Once a panel of judges has been approved by the CKC, no change will be permitted except when necessary (i.e. due to death or illness) and with CKC permission. If a judging change is necessary the test-giving club will inform the CKC and submit for approval the name of a qualified replacement judge.

3.2 Judges' Qualifications

- 3.2.1 There shall be 2 judges officiating at all tests. Both judges must be fully conversant with the WC/WCI/WCX rules and have been actively involved with Retriever Field Trials, Hunt Tests for Retrievers or WC/WCI/WCX tests within 5 years as a judge, competitor, or member of the test committee of a test-giving club. Once a judge is qualified to carry a WC or WCI or WCX test, he will remain qualified to carry such test as long as he is actively involved and continues to meet all of the requirements as set out in the CKC policy in this regard.

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- 3.2.2 To judge a WC, one judge must have judged at 5 tests of which 2 or more must have been WCI or WCX; or must be a qualified Junior Field Trial judge, or a qualified Junior Hunt Test judge, or higher, at CKC approved events.
 - 3.2.3 To judge a WCI one judge must have judged at 5 tests of which 2 or more must have been a WCX; or must be a qualified Qualifying Field Trial judge or qualified Senior Hunt Test judge, at CKC approved events. The second judge must have judged at least one WC, Junior Hunt Test stake, or Junior Field Trial stake, or higher, at CKC approved events.
 - 3.2.4 To judge a WCX one judge must have judged at 5 WCX tests, or must be a qualified Qualifying Field Trial judge or qualified Senior Hunt Test judge, or higher at CKC approved events. The second judge must have judged at least one WCI or Qualifying stake or Senior Hunt Test stake, or higher at CKC approved events.

3.3 Judges' Authority

- 3.3.1 Whenever a handler is expelled from a test or from participation at a working certificate test for unsportsmanlike conduct, the dog that he is handling may continue participating with another handler.
- 3.3.2 Judges shall have the authority to expel from the test any dog which does not obey its handler and any handler who interferes willfully with another handler or his dog. No dog shall be given a pass in a working certificate test unless the dog has completed all tests in that working certificate test, except a test which has been discontinued.
- 3.3.3 Judges shall have the authority to disqualify any dog which does not appear within 15 minutes of the time designated for its turn to be tested, and to exclude any dog which the judges may consider unfit to participate. The entry fees of all such dogs shall be forfeited.

3.4 Judges' Protocol

- 3.4.1 No show or cancellation by a judge: Any judge who cannot honour his commitment to judge must notify the test giving club in writing stating the reason for his withdrawal.

3.4.2 A dog is not eligible to be entered in any working test if the judge of that test or any member of his immediate family has owned, sold, held under lease, trained or handled the dog within 2 months prior to the starting date of the test.

3.4.3 The judges' decisions shall be final in all cases affecting the merits of a dog's working ability. Full discretionary power is given to the judges' to withhold any or all awards for lack of merit.

3.5 Substitute Judge

3.5.1 Any person in good standing with the CKC may be used as a substitute judge in an emergency. The substitute judge shall judge the test as originally approved by the CKC. Whenever possible, the CKC requirements for combined experience for the test should be met. The test secretary will notify the CKC in writing of the particulars of the substitute judge(s) officiating as soon as reasonably possible and in any event no later than when reporting the results of the test.

3.6 Indignities to a Judge

3.6.1 A judge officiating at test held under these rules shall not be subjected to any indignities of any kind during the progress of the test. It shall be the duty and obligation of the club holding the test to see that this rule is effectively carried out.

3.7 Judge's Conduct

3.7.1 A judge must conduct himself in a manner that is fair and not prejudicial to the sport.

4 PREMIUM LIST & CATALOGUE

4.1 Premium List

4.1.1 A standard premium list or information flyer must be published by all clubs holding working certificate tests under these rules. A club which has been granted permission to hold a test, and has received

approval of its selected judges, must prepare a premium list with entry forms to be made available to prospective entrants.

4.1.2 Premium lists and entry forms shall be of such size, in such form, and contain such information as prescribed by the CKC. The following information must be listed on the cover (or first inside page, excluding the inside cover) of the premium list:

- (a) The words “Official Premium List”.
- (b) The name of the club holding the event.
- (c) The type of event being held.
- (d) Day(s), date(s), and starting time(s).
- (e) Date and time for closing of entries. No entries may be accepted, altered, cancelled or substituted after the official closing date and time for entries except as provided for in these rules.

4.1.3 The following information must appear in a premium list:

- (a) Exact location of the event (may include a map showing the location of the site)
- (b) The statement “These events held under the rules of The Canadian Kennel Club”
- (c) A list of the club officers (addresses may be given if desired)
- (d) A list of the Working Certificate Test Committee including the Working Certificate Test Chairman
- (e) The address and phone number of where entries are to be sent (if different from the Event Secretary)
- (f) A statement as to where entries are to be sent
- (g) A listing of the judges and their email addresses and telephone numbers
- (h) A complete list of each judge’s assignment broken down for each day
- (i) A list of awards and prizes, if offered
- (j) The amount of the entry fee for each test
- (k) The name of the Executive Director of The Canadian Kennel Club and the address of the Head Office
- (l) The name, email address and telephone number of the CKC Board Member and the CKC Working Certificate Representative for the region/ zone in which the tests will be held
- (m) The type of birds to be used in the tests

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- (n) A statement as to how the running order will be decided
 - (o) A statement to include the wording of section 14.7 regarding indignities

4.1.4 At the time of distribution to prospective entrants, 2 copies of the premium list must be sent to The Canadian Kennel Club and one copy each to the Working Certificate Test Representative and Board Member representing the zone in which the test is to be held.

4.1.5 Clubs are free to include other rules and regulations as they deem necessary. However, if other rules are included, they become part of the premium list and will be enforced.

4.2 Catalogue

4.2.1 An official catalogue must be provided for all approved working certificate tests. The official catalogue must be printed or typed.

4.2.2 The following information must be listed on the outside front cover or the first page of the catalogue:

- (a) Name of the club or association holding the test
- (b) The dates of the tests
- (c) The statement “This event held under the rules of The Canadian Kennel Club”
- (d) Exact location of the test
- (e) List of the Working Certificate Committee including the Working Certificate Chair
- (f) Name, address and phone number of the Working Certificate Secretary
- (g) A complete list of the judges and their email addresses and telephone numbers
- (h) A listing of each judge’s assignment for each day

4.2.3 The information in the catalogue on each dog must be in the following order:

- (a) Catalogue number of the dog
 - (b) Registered name of the dog (in capital letters only)
 - (c) Canadian Kennel Club registration number
 - (d) Date of birth
 - (e) Name of breeders
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- (f) Registered name of sire
 - (g) Registered name of dam
 - (h) Place of birth
 - (i) Name of owners
 - (j) Agent (if applicable)
- 4.2.4 A running list or catalogue shall be available on the test grounds for all entrants to see.
- 4.2.5 Dogs and bitches should be mixed in the running order and the running order shall then be decided by the test-giving club, either by draw or by the order in which they are received. This must be specified in the premium list.
- 4.2.6 Dogs owned or handled by the same person should be separated in the running order if possible.
- 4.2.7 The name and address of The Canadian Kennel Club, and the name, email address, and telephone number of the local CKC Board Member for the zone in which the event is to be held must appear on every catalogue or running list.
- 4.2.8 The following certification must appear in the official catalogue following the dogs listed in each test.

JUDGE CERTIFICATION

I certify that _____ dogs received qualifying scores in this _____ test and that the above information identifying these dogs was entered prior to my signing this page

Date

Signature of Judge

WORKING CERTIFICATE TEST SECRETARY'S CERTIFICATION

I certify that the judges have verified the above information and signed this page.

Number of dog entered _____

Total starters _____

Total # of qualifying scores _____

Date

Signature of W.C. Test Secretary

5 RIBBONS

- 5.1 Satisfactory completion of each test shall be determined by the judges. A dog which passes shall receive a passing ribbon. Each ribbon shall be brown in colour, identify the club holding the test, carry the CKC crest and bear the words: "Working Certificate Test" or "Working Certificate Intermediate Test" or "Working Certificate Excellent Test" and the word "Passed".

6 ENTRIES & END OF TEST

6.1 Entry Requirements

- 6.1.1 Working certificate test shall be open to all eligible breeds (see Section 1.1) which are 6 months of age or over on the first day of the event.
- (a) Registered with the CKC
 - (b) Have an Event Registration Number (ERN)
 - (c) Eligible for registration with the CKC
 - (d) Have a Performance Event Number (PEN)

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- 6.1.2 Working certificate test shall be open to all eligible breeds which are eligible for registration or are registered in the CKC Stud Book. All dogs must be 6 months of age or over on the first day of the event.
- 6.1.3 If a dog is not registered individually in the CKC Stud Book, it may be entered at a test held under these regulations with a Temporary Competition Number (TCN) provided that:
- (a) If born in Canada, it is eligible for individual CKC registration.
 - (b) If not born in Canada, it is eligible for individual registration in the records of the CKC.
 - (c) If foreign born and owned, it obtains an Event Registration Number (ERN) or CKC registration number from the CKC within 30 days of the first test entered. Failure to do so within 30 days will result in the cancellation of all passes earned.
- 6.1.4 The entry of a dog with a Temporary Competition Number (TCN) at a working certificate test held under these rules must be accompanied by the appropriate TCN fee. All fees, TCN listing and recording, must be remitted to the CKC by the club holding the test, within the 21 days following the test.
- 6.1.5 The CKC has the authority, at any time, to require the owner of a dog with a Temporary Competition Number (TCN) to submit proof of the dog's eligibility for registration in the CKC stud book, and if the CKC is satisfied that the dog is not eligible for registration, it shall have the right to order the cancellation of all passes and prizes earned by the dog at tests held under these rules. By failing to comply with the CKC's request to return ribbons and/or prizes to the clubs concerned, the owner of the dog automatically renders himself ineligible to enter any dog in any competition approved by the CKC.
- 6.1.6 The owner or agent entering a dog in a working certificate test does so at his own risk and agrees to abide by the rules of the CKC.
- 6.1.7 All entries must be received by the Test Secretary before the closing date and time of entries as stated in the premium list.
- 6.1.8 Entries may be limited at the option of the test-giving club. This must be specified in the premium list if applicable.
- 6.1.9 Bitches in season shall not be eligible for entry in any Working Certificate Test and shall not be allowed on the test grounds.
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- 6.1.10 A Working Certificate Test Committee may decline any entry or may remove any dog from its test for just cause, but in each such instance, shall file good and sufficient reasons for doing so with the CKC.
- 6.1.11 Entries shall not be accepted from any person who is not in good standing with the CKC on the day of the closing of the entries. Before accepting any entries, the Ineligible Event Participants list found on the CKC's website should be checked.
- 6.1.12 The CKC shall have the authority to advise a person entering a dog at a WC/WCI/WCX test that he may no longer include in the name of a dog any name which, in the opinion of the CKC, infringes on the rights of any person, partnership, or company whose kennel name has been registered by the CKC, or where such name is considered to be similar to a kennel name registered with any other national kennel club with whom the CKC has working arrangements with regard to mutual protection of registered kennel names. When a person has been advised that he may no longer include a particular name in the name of a dog and the person continues to enter the dog in WC/WCI/WCX tests with such names included, the CKC shall have the authority to cancel all awards, passes, and prizes earned by the dog at WC/WCI/WCX tests held after the original advice was communicated to the owner of the dog.
- 6.1.13 No entry shall be made under a kennel name unless that name has been registered with the CKC. All entries made under a kennel name must be signed with the kennel name followed by the word "Registered". An entrant is the individual, or, if a partnership, all the members of the partnership, entering in a working certificate test. In the case of such entry by a partnership, every member of the partnership shall be in good standing with the CKC before the entry will be accepted; and in the case of any infraction of these rules, all the partners shall be held equally responsible.

6.2 Entry Forms

- 6.2.1 The following information must appear on each entry form:
- (a) Registered name of dog
 - (b) CKC individual registration number (if registered in the CKC stud book), Event Registration number, Performance Event Number or foreign registration number

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- (c) Name of breed
 - (d) Sex of dog
 - (e) Date and place of birth
 - (f) Name of sire and dam
 - (g) Name of breeder
 - (h) Stake entered
 - (i) Name of owner (name of lessee shall be given instead of the name of the registered owner if the dog is being held under lease)
 - (j) Complete address of owner or lessee
 - (k) Name of handler if the dog is not to be handled by the owner or member of his immediate family and
 - (l) Signature of owner, lessee or authorized agent

6.2.2 Owners or agents are responsible for errors or omissions in completing the entry form, regardless of who makes the error.

6.2.3 All entries shall be made on official CKC entry forms.

6.2.4 In the case of entries transmitted by facsimile, the entry form must be signed by the owner or agent before judging starts.

6.3 Entry Fees

6.3.1 A club may not accept an entry fee other than that which is published in the premium list or entry form or in any way discriminate between entrants.

6.3.2 The entry of a dog at a working certificate test held under these rules must be accompanied by the entry fee.

6.3.3 Tendering of a dishonoured cheque or credit card in payment of entry fees shall be considered non-payment of entry fees, and is an offence punishable by disciplinary action and cancellation of awards.

6.3.4 Non-compliance with this section of these rules shall be considered an offence punishable by disciplinary action and cancellation of awards.

6.4 Entry Fee Refund (87-056-06-25)

6.4.1 Withdrawals

- (a) Any dog withdrawn because of injury or illness, or for a dog that dies, or a bitch that comes into season shall be refunded in full by the test-giving club.
- (b) The test-giving club is free to formulate its own policy with reference to refunds for other reasons provided that the terms thereof are clearly stated in the premium list.

6.5 Moving Up

- 6.5.1 A dog that is individually registered in the records of the CKC or has an ERN or a PEN and has completed the requirements for a WC or WCI in accordance with the provisions of these rules may, after closing date and time of entries for a test, be transferred from the WC to the WCI, or from the WCI to the WCX, provided the request for transfer is submitted by the owner, handler or agent to the test secretary in writing prior to the commencement of the test.
- 6.5.2 The test secretary shall amend the marked catalogue to be sent to the CKC accordingly, and shall attach the request to the appropriate entry form which is to be sent to the CKC.
- 6.5.3 If it is established by the CKC that a dog transferred to WCI or WCX has not completed the requirements for WC before moving to WCI or a dog has not completed the requirements in WCI before moving to WCX, then all passing ribbons and/or awards earned by the dog incorrectly entered shall be forfeited and cancelled by the CKC and the owner may be subject to disciplinary action.
- 6.5.4 In order for a dog to be eligible to move up, the dog must be individually registered in the CKC or have an Event Registration Number (ERN) or Performance Event Number (PEN) before entries close. The addition of a registration number, ERN or PEN after close of entries does not make the dog eligible and will result in referral to the Discipline Committee.

6.6 Health

- 6.6.1 A dog may not be entered at a test if it has any communicable disease.

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- 6.6.2 Dogs entered in a test must have current immunization status.
- 6.6.3 No dog may be brought onto the grounds or premises of a test if it:
- (a) is known to have distemper, parvovirus, kennel cough or other communicable disease
 - (b) has recovered from distemper, parvovirus kennel cough or other communicable disease within the last 30 days.
 - (c) has been housed within 30 days prior to the tests on premises on which there existed distemper, parvovirus, kennel cough or other communicable disease.
- 6.6.4 Where it is found that these rules have been contravened, the dog in question shall be removed from the test grounds and the owner/handler will be subject to disciplinary action.

6.7 Cancellations

- 6.7.1 If a dog has been entered in any test for which it is ineligible, all ribbons won by that dog in that test shall be cancelled by the CKC when the results of the working certificate tests are checked by the CKC from the judge's book.
- 6.7.2 If the pass of a dog is cancelled by the CKC, the entrant of the dog shall return all ribbons for such passes to the secretary of the test giving club within 10 days of receipt of notice from the CKC of said cancellation.

6.8 End of Test

- 6.8.1 The Working Certificate Test Secretary shall, within 14 days of the completion of an approved working certificate test, forward to The Canadian Kennel Club the official catalogue/running list, marked with the passes in all tests, and absentees noted.
- 6.8.2 The club must also forward to The Canadian Kennel Club an unmarked official catalogue/running list and all entry forms of all dogs that passed.
- 6.8.3 The test-giving club is responsible for the collection of all listing fees and the submission of the fees to The Canadian Kennel Club so as to be received not more than 14 days after the closing of the test. The

test-giving club shall forward the following to The Canadian Kennel Club:

- (a) The signed certification over the signatures of any one of the following: president, vice-president, secretary or other authorized signing officer, as to the number of dogs with a Temporary Competition Number (TCN) entered in its test, and the total number of dogs entered in competition in its test.
- (b) A remittance which shall include all listing fees, and recording fees as set by the Board of Directors for each and every dog entered in its tests. In the event that The Canadian Kennel Club establishes that the remittance fails to completely cover the fees as set forth above, an administrative fee as set by the Board shall apply.

6.8.4 An administrative fee as set by the Board will be imposed for each day's delay in the returns reaching the CKC.

6.9 Disqualification & Reinstatement

6.9.1 Any dog disqualified for biting or viciousness shall automatically be disqualified in any other event in any other discipline until such time as the dog is officially reinstated.

6.9.2 At his discretion, a judge shall have the authority to excuse or disqualify a dog which menaces, threatens, attempts to bite or bites the judge, another person, or another dog in the field. When a dog is twice excused on this account, it shall have the status of a disqualified dog.

6.9.3 At his discretion, a judge shall have the authority to permanently disqualify a dog which bites the judge or another person in the field. Dogs disqualified under this provision will not be eligible for reinstatement. The decision to permanently disqualify a dog must be clearly indicated on the Judge's Disqualification Form.

6.9.4 Once a dog has been disqualified for any reason at a Working Certificate Test, it may not be entered until the dog has been reinstated by the CKC. All awards earned by a dog in violation of this section will be cancelled by the CKC and the owner of the dog is subject to disciplinary action. A dog disqualified under section 6.8.3 is not eligible for reinstatement.

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- 6.9.5 Any dog that is disqualified under section 6.8.3 shall automatically be disqualified from entering in any other CKC event in any other discipline until such time as the dog is officially reinstated, if the dog is eligible for reinstatement.
- 6.9.6 Reinstatement
- (a) The owner of a dog which has been disqualified at an event held under these rules may, after 30 days from the date of said disqualification, apply in writing to the CKC for reinstatement of the dog, unless the dog is ineligible for reinstatement as per Section 6.8.3. The request for reinstatement must be accompanied by a deposit as set by the Board.
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7 UNSPORTSMANLIKE CONDUCT

- 7.1 It shall be deemed unsportsmanlike conduct if a person during the running of or in connection with an event abuses or harasses a judge, test official or any other person present in any capacity at an event.
- 7.2 Any handler who displays unsportsmanlike conduct or who is seen to kick, strike or otherwise roughly manhandle a dog while on the grounds of a working certificate test at any time during the holding of the event, may be expelled from the test by the Working Certificate Test Committee.
- 7.3 The judges shall also have the authority to expel a handler from a test if they observe unsportsmanlike conduct on the part of the handler or see the handler kicking, striking or otherwise roughly manhandling a dog while the event is in progress. It will be the duty of the judge to report promptly to the Working Certificate Test Committee the expulsion of a handler.
- 7.4 The Working Certificate Test Committee shall investigate, at once, any instance of alleged unsportsmanlike conduct on the part of any handler, or any report that a handler has been observed kicking, striking or otherwise roughly manhandling a dog. If the Working Certificate Test Committee, after investigation, determines that a handler is in violation of this section, and that the incident, if proven, would constitute conduct prejudicial to the sport or the CKC, it shall exercise its authority in accordance with the Complaints section of these rules.
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- 7.5 The test secretary shall submit to the CKC a complete report of any hearing action taken under this section within 14 days.
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8 WORKING CERTIFICATE TITLES

8.1 Working Certificate (WC)

- 8.1.1 The CKC shall permit the use of the letters WC signifying Working Certificate to be used after the name of each dog that has met the requirements for the title as hereinafter provided:
- (a) The dog must receive one passing ribbon at a WC test held under these rules.
 - (b) The dog must be individually registered in the CKC records or have an Event Registration Number (ERN) or Performance Event Number (PEN). The registration number or ERN or PEN must be shown on the entry form

8.2 Working Certificate Intermediate (WCI)

- 8.2.1 The CKC shall permit the use of the letters WCI signifying Working Certificate Intermediate to be used after the name of each dog that has met the requirements for the title as hereinafter provided:
- (a) The dog must receive one passing ribbon at a WCI test held under these rules.
 - (b) The dog must be individually registered in the CKC records or have an Event Registration Number; (ERN) or Performance Event Number (PEN) the registration number or ERN or PEN must be shown on the entry form

8.3 Working Certificate Excellent (WCX)

- 8.3.1 The CKC shall permit the use of the letter WCX signifying Working Certificate Excellent to be used after the name of each dog that has met the requirements for the title as hereinafter provided:
- (a) The dog must receive one passing ribbon at a WCX test held under these rules.
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- (b) The dog must be individually registered in the CKC records or have an Event Registration Number (ERN) or Performance Event Number (PEN); the registration number or ERN or PEN must be shown on the entry form
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9 TEST REQUIREMENTS

9.1 The Working Certificate Test

- 9.1.1 The Working Certificate test shall be for all eligible (88-05&06-25) breeds 6 months of age or older on the day of the test. In case of a limited entry test, dogs that have obtained their titles will be entered only after dogs working toward their titles have been entered.

The tests for WC shall be:

- (a) Back to back singles on land
- (b) Back to back singles in water

- 9.1.2 The requirements of the WC are designed to test a dog's natural abilities such as marking ability, memory of fall, intelligence, desire, style, perseverance, nose and courage.

- 9.1.3 A dog need not be totally steady and may come to line on lead. The dog may be held in heel position by lead, collar or hand. Dogs shall not wear any type of collar while retrieving during the test. The dog must bring the bird across the line and should deliver to hand. The dog should show no evidence of gun-shyness or hard mouth. The dog should show desire and willingness to work in all weather conditions.

- 9.1.4 Back to back singles on land should have an angle of not less than 90 degrees between the falls, be in light to moderate cover and be approximately 45.7 to 68.5 m (50 to 75 yds) in length. The length will vary as to the type of cover and terrain. The birds should land in cover so that they are not conspicuous from the line.

- 9.1.5 The back to back singles on water may be run from (89-05&06-25) separate lines. If the test is run from one line, the angle shall not be less than 60 degrees between the falls and shall be run from the edge of the water. If the test is run from 2 separate lines, the retrieves shall

be consecutive back to back singles and the 2 lines at the edge of the water shall not be more than 6.1 m (20 ft) apart. Birds should be in swimming water from 22.9 to 36.6 m (25 to 40 yds) away depending on the cover of the water. Birds should land in open water or at the edge of reeds but should not be hidden. Tests should be set-up so as not to encourage shore running. Decoys are not to be used.

- 9.1.6 A dog running the WC test must not be handled, as marking ability, style and desire are of primary importance. The dog should return to the handler as directly as possible, and can be given whistle, voice, and hand encouragement to return. Speed is not essential, but the dog should not disturb too much cover on the way to the falls.
- 9.1.7 All gunners and throwers should be visible to the dog and should not move after the birds are thrown. Gunners and throwers should stand in close proximity to one another if separate gunner and throwers are used. The bird pail must be kept covered. Guns and blank ammunitions are to be used.

9.2 The Working Certificate Intermediate Test

- 9.2.1 The Working Certificate Intermediate test shall be for all eligible breeds who have earned the title of WC. In the case of a limited entry test, dogs that have obtained their titles will be entered only after dogs working toward their titles have been entered. The tests for the WCI shall be:
 - (a) Land double
 - (b) Honour on the land test
 - (c) Water double
- 9.2.2 The WCI tests are designed to continue to test the dog's natural abilities and to show that he can be a useful partner on a hunt.
- 9.2.3 Dogs running in the WCI should be reliable and steady, under control, show desire and willingness to work and be able to use their noses. The dog must deliver to hand, and shall come to the line off lead. Dogs and handlers are under judgement from the time they leave the holding blind, throughout the test, and until they are behind the judges after the test. The holding blind shall be placed within 22.9 m (25 yds) of the judges.

9.2.4 Land Double - the angle between the falls shall be not less than 60 degrees and not more than 120 degrees. The birds will land in cover and not be conspicuous from the line. The falls shall be approximately 68.6 m (75 yds) long in moderate to moderately heavy cover.

9.2.5 Honour - the dog shall honour on the land test. The honouring dog will be required to sit and stay until the working dog has made the area of the fall, or should have made the area of the fall, for the first bird he is to retrieve. Handlers may not intimidate, or interfere with either dog during the honour. Handlers are not to block their dogs' views of the falls. In the event of a delay in judging, the judges may permit the honouring dog to be relaxed in sight of the judges until the test is ready to resume.

9.2.6 Water Double - the angle between the falls shall not be less than 60 degrees and not wider than 120 degrees. The birds will land with a definite and visible splash 36.6 to 45.7 m (40 to 50 yds) from the line. One bird shall land in cover. Decoys are to be used, singly anchored and centrally located between the 2 marks and visible from the line.

9.2.7 WCI dogs are not required to handle on a mark. Marking ability, style and desire are of primary importance. Dogs should return directly to the handler on whistle command or no command. Verbal commands must be kept to a minimum and used only if absolutely necessary when the dog is within about 4.6 m (15 ft) of the line, not when he is out in the field. Gunners and throwers shall not move after the birds are thrown. Bird pails are to be kept covered. Guns and blank ammunition are to be used.

9.3 The Working Certificate Excellent Test

9.3.1 The Working Certificate Excellent test shall be for all eligible breeds who have earned the title of WCI. In the case of a limited entry test, dogs that have obtained their titles will be entered only after dogs working towards their titles have been entered. The tests for the WCX shall be:

- (a) Walk-up test with a land double or land/water double
- (b) Honour on the walk-up
- (c) Water double
- (d) Land blind
- (e) Water blind

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- 9.3.2 WCX dogs are not required to handle on a mark. Marking ability, style and desire are of primary importance. Dogs should return directly to the handler on whistle command or no command. Verbal commands are discouraged when the dog is in the field. Gunners and throwers shall not move after the birds are thrown. Bird pails are to be kept covered. Guns and blank ammunition are to be used.
- 9.3.3 The WCX dog should be a steady, reliable worker that would be an asset to have along on a hunt. Dogs and handlers are under judgement from the time they leave the holding blind, throughout the test, and until they are behind the judges after the test. The holding blind shall be placed within 22.9 m (25 yds) of the judges. The dog shall be off lead at all times while under judgement. The dog must deliver to hand, show desire and willingness to work, be able to use his nose, and follow directions when necessary. The dog must not disturb too much cover either on the way to or from the falls.
- 9.3.4 Walk-up - the test shall include a walk-up for both the working dog and honouring dog which shall be about 13.7 m (15 yds) to a maximum of 22.9 m (25 yds) in length, depending on the cover and terrain. Both dogs shall stop when the first gun is fired at which time both handlers may quietly tell and/or whistle their dogs to sit and stay.
- 9.3.5 The honouring dog must honour until the working dog has picked up its first mark, or should have picked up its first mark. The first bird thrown shall be about 91.4 m (100 yds) and the second bird about 45.7 m (50 yds) away in moderate to heavy cover. There shall not be less than a 45-degree angle between falls and they should be visible to both dogs. Handlers are not to block their dog's view of the falls. The thrower shall stay in position until the birds have been retrieved. Both handlers shall carry unloaded guns or replicas during this test. The dogs shall honour after they have run the mark. The walk-up test, if the grounds permit it and the judges choose to, can be to one bird in the water and one bird on land. The bird in water should be the shorter bird thrown about 45.7 m (50 yds) from the line.
- 9.3.6 Water Double - shall have falls up to 45.7 m (50 yds) in length in swimming/wading water with natural cover in the water. The falls shall be in light cover and the dogs shall be able to see the splash of the ducks as they land. Effort should be made to prevent the ducks from drifting too far from the edge of the water, but shore running and acute water angle
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entries should be avoided if possible. The angle between falls should be about 90 degrees. Several decoys, singly anchored, should be in front of the line but not in a direct line to either fall. The handler shall point an unloaded gun or replica toward the mark and a designated gunner shall discharge a gun within 1.8 m (6 ft) of the handler for one (1) mark.

- 9.3.7 Land Blind - shall be about 45.7 m (50 yds) to a maximum of 68.5 m (75 yds) in length, depending on the cover and terrain, and should have some sort of natural obstacle such as a ditch, small hedgerow, or lying water about 4.6 m (15 ft) in front of the line. A shot will be discharged at the line by the designated gunner when the dog is on line, and before it is sent. Cover should be moderate, and if possible, open flat terrain should be avoided when setting up this test.
- 9.3.8 Water Blind - shall be a maximum of 45.7 m (50 yds) in length. The running line shall be no more than 4.6 m (15 ft) back from the water's edge and it must be a direct not an angle entry. There shall be no gunfire, no diversion or blind planter in sight. Decoys, if used must be singly anchored at least 3 m (10 ft) off the direct line to the blind and not closer than 3 m (10 ft) to either the shore or the blind.

10 REGULATIONS FOR PERFORMANCE & JUDGING

10.1 Guidelines

- 10.1.1 Members of the test giving club, officers and test committee may run their dogs in the tests so long as neither they nor a member of their immediate family is a judge at the test.
- 10.1.2 In working certificate tests, gunners, throwers or handlers shall not wear distinctively white or light clothing at any time but handlers may wear handling jackets for the blinds in WCX.
- 10.1.3 In the tests, dogs worked by the same person or belonging to the same owner shall be separated when possible.

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- 10.1.4 Dogs may be run out of the order in which they are drawn:
- (a) When in the opinion of the judges or the Working Certificate Test Committee it will result in a reasonable and desirable saving of time in conducting the test
 - (b) When in the opinion of the judges it will avoid unfairness or prejudice to any participating dog resulting from an event which has occurred in a particular test
- 10.1.5 It is essential that all spectators in the gallery be kept far enough from the line so as to enable the working dog to clearly discern his handler and nothing shall be done to distract a dog's attention from its work. A handler has the right to appeal to the judges if the gallery is interfering with the dogs' work in any way and the judges at their discretion may, if they believe the dog has been interfered with, give him another test.
- 10.1.6 No training will be allowed on the test grounds within 24 hours of the start of the test. A bumper thrown by the handler for the purpose of a warm-up shall not be considered training.
- 10.1.7 All use of firearms at these tests must comply with Federal/Provincial regulations. Safe handling of firearms by any person concerned with the test on the test grounds is mandatory.
- 10.1.8 In all tests all dogs shall be kept where they can see neither the falls of another dog nor see another dog work in any series.
- 10.1.9 All dogs must be kept where they cannot see blind retrieves planted, and where they cannot see another dog working on a blind retrieve in any series. Members of the Working Certificate Test Committee should report violations of this section to the marshal. Violation of this section should be penalized by elimination of the dog and the handler from the testing.
- 10.1.10 The right to run a dog cannot be transferred except when the handler has been dismissed from the test or when approved by the Working Certificate Test Committee.
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10.2 Inspection of Test Grounds

- 10.2.1 It is very important that judges inspect the test grounds with representatives of the Working Certificate Test Committee in advance of the start of the test, and seek their counsel regarding any peculiarities of the grounds not readily apparent. At that time, the judges should select and determine the nature of each test and its location, preferably for the entire testing. Also, the test-giving club must provide an efficient organization to conduct the mechanics of the test. This will do much to reduce to a minimum the delays in starting tests providing, of course, that the judges have previously planned and have instructed the Working Certificate Test Committee about the location of the next series and the requirements for birds, guns, gunners, boats, decoys, and the like.

10.3 Before Judging Begins

- 10.3.1 On marked retrieves, a dog should be able to see a bird in the air and as it falls, since marking can be evaluated only when it has seen the falls. Many factors contribute to a dog's ability to see and mark the direction and depth of fall of marks: for instance, the background against which the bird is visualized in flight and the light conditions, as well as the height to which the birds are thrown, and the angle of the throw in relation to the retrieving line. Care should be taken that gun stations and the arc of the throw are not obscured by shadows from treelines or such.

Extreme angle back throws, and angle in throws should be avoided as they lack a distinct arc for the dog to visualize. As much as possible the throw should be close to a 90-degree angle relative to the line.

- 10.3.2 Before each test or series is started, the judges must reach certain decisions between themselves about various details and should consistently comply with these procedures:
- (a) When signaling for birds to be thrown it is recommended that each set of gunners be signaled separately. This creates more uniform timing between the falls and also prevents additional birds being thrown if a fall is unsatisfactory to the judges. The signaling judge should be careful that neither his signaling or his shadow distracts either dog.

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- (b) A verbal command and/or signal to the handler to send his dog is proper, but it is not proper to call the dog's name, or the handler's name, for this purpose.
 - (c) Each judge should be at liberty to say "no bird" and independently, if, in his opinion, any fall or any situation that develops makes for a relatively unfair test for the dog under judgement. Under such conditions the dog should be picked-up immediately and tested later on a new set of birds after waiting behind the line until several other dogs have been tested.
 - (d) Judges should watch the dog being tested and try to determine whether he apparently saw and marked each fall. It is proper and right to give him another set of birds if he is unable to see the birds and mark the falls through no fault of his own, but due to poor flight of the bird, unusual light conditions, striking changes in the background, or any other occurrence which makes for directly different conditions from those under which previously tested dogs had been run in that series. On the other hand, the dog should not be given a new set of birds when failure to mark was of his own doing, either through lack of attention, or because his attention was frozen on another set of gunners or a previous fall.
 - (e) When on line, if working dogs creep forward or jump before being sent, short of breaking, the judges should agree whether they are to be brought to heel before being sent to retrieve.

If so, handlers should be informed of this requirement, in advance, and the manner in which they will be advised on-line of its application. Also, care should be exercised so that this is enforced in such a manner that it does not become grossly unfair for honouring dogs.
 - (f) The judges should agree in advance about the degrees they will consider a controlled break in contrast to one which will eliminate the dog. They should be in agreement about the severity of the penalties to assess for various degrees of controlled breaks.
 - (g) Judges should keep sufficiently detailed notes on each dog's performance so as to enable them to recall it completely, or at least its outstanding features. Each fault should be noted including those that are minor. Although the latter may not require that a dog be penalized at that time,
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repetitions of that fault, or commission of various other faults in succeeding series, may cause a total of faults to assume serious proportions.

10.4 Instructions to Handlers

- 10.4.1 Instructions to the handler can be given as he comes to line regarding the position he is to take, the nature of the test, and any special instructions about the desired method of completing it. If special instructions are to be given, great care must be exercised so that each handler receives the same instructions. This can be accomplished by summoning all handlers to the line before the series is started, and then announcing those special instructions to the group once and for all. If it is not possible to assemble all handlers for such a single announcement, the special instructions can be written and given to the marshal, who in turn should show them to each handler before he goes on line. Whatever method the judges decide to adopt, they should be certain that all handlers receive identical instructions.

10.5 Procedures On Line

- 10.5.1 Changing tests after a series has been started is undesirable and should be avoided if at all possible. One way of avoiding such unsatisfactory tests, or of avoiding unforeseen and unpredictable situations is the practice of running a test dog at the start of every series. Where possible, a test dog should be used in all tests. A test dog is used by many judges under conditions when they may entertain doubts about the exact way in which the test may actually go. Some believe that the use of a test dog really saves time and on occasion, it may save embarrassment for judges.
- 10.5.2 If a dog is to be picked-up and eliminated for a faulty performance, instructions to that effect should be given by the judge who is calling the numbers, however, the decision to eliminate must be the consensus of all the judges.
- 10.5.3 Every bird retrieved and delivered to the handler should be inspected by one of the judges. Failure to inspect retrieved birds must be catalogued as carelessness and as an undesirable practice. It is unfair to all dogs that are being tested, not only in respect to the question of hard-mouth, but more particularly since it may furnish the explanation for a slow pick-up or some other oddity in a dog's per-

formance. Any unusual condition of a bird should be brought to the attention of all the judges. If the same birds are to be used again those that are damaged should be set aside and not used again.

- 10.5.4 Dogs shall be penalized if they are noisily or frequently restrained by their handlers while on line. The degree of the penalty should correspond to the extent and frequency of repetition of the infraction. Although it is not required, it is a considerate gesture by judges, if they are in agreement, to notify handlers when their methods of restraint are incurring penalties for their dogs.

10.6 Marshals and Gunners

- 10.6.1 The marshal, in addition to his other duties, should call the dogs to line and announce to the judges the number of the dogs about to be tested. He should call back to line any dog that was picked-up and is to be re-tested at a later time. The length of time a dog shall be allowed to wait behind a line before the re-testing shall be by pre-arrangement with the judges. The handler should be told when he is to run again at the time the dog is picked-up. The marshal shall also obtain the call backs for the next series from the judges, and announce them. Instructions given to the marshal should be by agreement of the judges.
- 10.6.2 Instructions given to the gunners should be by agreement of the judges, though the instructions may vary from series to series. The gunners should remain quiet and not move their position after their bird is down. Gunners should volunteer information to the judges only:
- (a) If the dog is returning with a bird other than one that had been meant for him.
 - (b) If there is a significant change in the cover, which may not be apparent to the judges.
 - (c) If a bird has sunk.
- 10.6.3 The following sections shall apply to gunners and throwers:
- (a) Gunners and throwers shall be positioned in close proximity in the field, except in the WCX when one gunner is required on line for the water double.
 - (b) Gunners and throwers must be easily seen and totally visible to the dogs when they are working the bird being retrieved. In WC, the second set of gunners may sit down or retire while the

other bird is being thrown. In WCI and WCX tests, gunners may sit down, but not change position after they have fired/thrown.

- (c) Gunners and throwers may not wear distinctively white shirts, jackets, or coveralls. Ordinary clothing is acceptable, camouflage is not a requirement.
- (d) Throwers must keep the bird pail covered while the dog is working.
- (e) Gunners are required to discharge their firearms prior to the bird being thrown; no duck calls are to be used.
- (f) Mechanical bird throwers may be used.

10.7 Evaluating Dog Work

10.7.1 No handler shall:

- (92-05&06-25) (a) While under judgement no handler shall carry any exposed training equipment, (except whistles) or use any other equipment (including food and/or treats) or threatening gestures in such a manner that they may be an aid or threat in steadying or controlling a dog
- (92-05&06-25) (b) Hold or intentionally touch a dog except as specifically provided for in these rules.

Any violation of these provisions is sufficient grounds to justify elimination from the stake. It is a considerate gesture if the judges notify a handler if a method of restraint might incur a penalty.

- 10.7.2 Steadiness, to the extent of defining what constitutes a break, is clearly presented in these rules. However, dogs on the line sometimes make various types of movements when game is in the air. Such movements may be interpreted as efforts by the dog to improve his view of the fall, and some occur through sheer excitement. Some dogs creep forward from the line as birds are thrown. If the handler makes no effort to stop or restrain the dog, other than as provided for in section 10.7.6, a judge should not interpret this as a deliberate intent to retrieve, since nothing was done to stop the dog. On the other hand, if the handler does make an effort to stop his dog, a judge should assume that the handler believed the dog intended to retrieve and should deal with such infractions accordingly.

- 10.7.3 Attention is displayed even as a dog comes on line. His eagerness and general attitude when coming on line, his alertness in locating the gunners, in acceding

to his handler's commands, and his zeal for the hunt are highly desirable traits. Conversely, lack of attention and lack of interest should be penalized. Well mannered, experienced dogs should not mistakenly be penalized for lack of excitement or enthusiasm.

- 10.7.4 Ability to mark does not necessarily imply pinpointing the fall. A dog that misses the fall on the first cast but recognizes the depth of the area of the fall, stays on it, then quickly and systematically hunts it out, has done both a credible and an intelligent job of marking.
- 10.7.5 Delivery of the bird should be made to the handler directly upon return from the retrieve. It should be given up willingly. A dog should not drop the bird before delivering it and should not freeze or be unwilling to give it up. He should not jump after the bird once the handler has taken it from him. Penalties for faulty delivery may range from minor for an isolated minor offence to elimination from the test, either for a severe freeze or because of repeated moderate infractions.
- 10.7.6 A resend occurs when a dog makes a start towards a marked fall, but stops within 4.5 m (4.9 yds) of the line and returns or is recalled to the handler. The dog is then sent to retrieve again. This is most often attributed to confusion on the part of the dog as to whether it was sent to retrieve the first time. It is not considered a resend when a dog goes to the area of the fall, fails to find the bird and returns (or is recalled) to the handler.
- (93-05&06-25)
- 10.7.7 In the WCI and the WCX test it is desirable that the handlers of both the working dog and the honour dog remain silent from the time the first shot is fired until the dog is released by the judge but the handler may very quietly give an occasional command without incurring a penalty.
- 10.7.8 Style is apparent in every movement of a dog and throughout his entire performance at tests; for example, by the gaiety of his manner in approaching the line, by his alertness on line, by his eagerness and speed on retrieves, by his water entry, by his pick-up of birds, and by his return with them.
- 10.7.9 Style makes for a pleasing performance. In all test levels in respect to style, a desired performance includes an alert and obedient attitude, a fast deter-

mined departure both on land and into water, an aggressive search for the fall, a prompt pick-up and a reasonably fast return. Dogs may be credited for outstanding and brilliant exhibitions of style or they may be penalized for deficiencies in style, the severity of the penalty ranging from minor demerit to elimination from the test in extreme cases.

10.7.10 Response to direction is all-important in handling tests or whenever a dog must be brought back to the area of a fall when he mismarked. In such response to direction a dog should take the original line given to him by his handler and continue on it until he either makes the find or until stopped by the handler and given a new line. He should then continue in this new direction until he finds the bird or is given further direction from his handler.

10.7.11 Justification of faults for penalties include the following:

- (a) Not taking the line originally given by the handler
- (b) Not continuing on that line for a considerable distance
- (c) Stopping voluntarily (i.e. popping-up and looking back for directions)
- (d) Failure to stop promptly and look to the handler when signaled
- (e) Failure to take new direction (i.e. a new cast when given)
- (f) Failure to continue in that new direction for a considerable distance
- (g) A dog that is out of sight for an unreasonable period of time should be considered out of control
- (h) On a mark or a blind a dog that is allowed to hunt extensively after handling has begun should be considered out of control

The seriousness of the penalty for any or all of the foregoing faults varies with the seriousness of the infraction, whether that infraction was repeated and how often, and whether there was a combination of various infractions.

10.7.12 Before assessing a severe penalty because of a dog's failure to stop promptly at the whistle, judges should determine whether the wind, the cover, or the distance seriously interfered with the dog's ability to hear his handler. One whistle refusal or cast refusal may

be due to scent refusal and should not be penalized severely if this is the case. In general, the performance in the test should be considered in its entirety. Failure to take and hold a direction may be considered a minor fault, if offset by several other very good responses. A considerable penalty should be imposed for repeated, willful disobedience of the handler's orders and less penalty when, after taking the proper direction, the dog does not continue on it as far as the handler desired. Stopping voluntarily may be considered a minor fault but frequent repetition may covert such popping into the category of serious faults.

- 10.7.13 Most retrievers have a good nose and as a rule they have numerous opportunities to demonstrate this all-important quality at every test. Usually it is something in a dog's work which suggests that he lacks a good nose and attracts the judges' attention. Such suspicion should be recorded, so that it can be verified or eliminated by his performance in subsequent tests. On the other hand, scenting conditions are so mysterious and are so little understood (although obviously affected by so many factors such as: type of cover, wind, frost, rain, location of fall, acidity of soil and apparently many other conditions), that extreme caution must be exercised before a dog is charged with a poor nose and penalized accordingly.
- 10.7.14 Courage is a trait which cannot be tested at every working certificate test. It may be displayed by a willingness to face, and without hesitation enter, rough cover, cold or rough water, ice, mud, or other similar conditions which make the going rather tough, and of doing it repeatedly. The facilities of test grounds, or the weather do not often supply the proper situation for a series where the dog's courage is tested. Because the facilities or weather necessary for such a test are often limited, such tests should usually come late in a testing, unless there are reasonable grounds for assumption that all dogs will receive comparable tests. When such tests can be arranged, they are frequently of great value to the judges in evaluating their relative merits in this highly desirable trait which all retrievers should possess.
- 10.7.15 Perseverance is shown by a dog's determination to search for and find the bird he has been sent to retrieve and to complete the task systematically, aggressively and without faltering. A lack of perseverance may become apparent when: a dog returns to the handler voluntarily in a slow, lackadaisical, disinterested manner; the dog pops-up or looks

back at his handler for directions on a marked fall before he has hunted for a considerable time or, when the dog switches or blinks a bird (i.e. fails to pick it up and actually leaves it after marking the find). Most of these are serious faults and should be judged accordingly.

- 10.7.16 The Classification of Faults section of these rules states that a dog should be eliminated for hard-mouth or badly damaged game, but, before doing so all judges should inspect the bird and be satisfied that the dog alone was responsible for the damage. Hard-mouth is one of the most severely penalized faults in a retriever. Furthermore, once a dog has been charged with this fault, he carries that stigma for life. Therefore, hard-mouth should only become the judges' verdict when there is undeniable proof of it. Torn skin or flesh, alone, is not sufficient evidence, in almost all cases, to constitute such proof, since damage of that type may be caused in a variety of ways such as sharp sticks and stones in the cover. Dogs can unintentionally damage birds when making retrieves from heavy cover as well as by their fast positive pick-up. Furthermore, at certain times of the year, birds are particularly susceptible to such damage. On the other hand, crushed bone structure usually can be accepted as trustworthy and sufficient evidence of hard-mouth. This is the only evidence offering such proof in the absence of a particular obvious, flagrant and unjustified violation of tearing of flesh.
- 10.7.17 Other faults are frequently confused with hard-mouth, although, in reality, they are entirely separate and distinct from it. In addition, however, the dog may actually be hard-mouthed. Freezing in particular, falls into this category. A hard-mouthed dog may have a gentle delivery and certainly, a sticky delivery does not imply hard-mouth. Rolling a bird or mouthing it while making the retrieve may be erroneously associated with hard-mouth in the opinion of some, even though the bird is not damaged. If such mouthing is a fault at all then it is one of only minor importance.
- 10.7.18 Judges should remember that a dog is either found to have a hard-mouth or not and if he has a hard-mouth he must be disqualified from the test. Other various types of inconclusive evidence should merely be recorded in the judges' notes, pending the manner in which birds are handled in subsequent series. While it is not required, it is a considerate gesture on the part of the judges to keep separate

any bird for which they are disqualifying a dog for hard-mouth and show it to the handler of the dog at a later time.

11 CLASSIFICATION OF FAULTS

11.1 Serious Faults

11.1.1 Any one of the following is sufficient to fail a dog and are considered serious faults:

- (a) Repeated evidence of poor nose
- (b) Reluctance to enter rough cover, water or other unpleasant or hard going after having been ordered to do so several times
- (c) Returning to the handler without a bird or without being called in
- (d) Switching birds
- (e) Ignoring a bird after finding it
- (f) Unwillingness to release a bird on delivery until compelled to do so by severe methods
- (g) Retrieving a decoy
- (h) Hard-mouth or badly damaged game which, in the opinion of the judges, is caused solely by the dog
- (i) Throwing anything into the water to persuade the dog to enter or re-enter the water or to direct him towards the fall
- (j) Breaking in WCI and WCX
- (k) Roughness with game
- (l) Stopping his hunt
- (m) Restraint by touching or holding a dog to prevent him from breaking, in WCI and WCX
- (n) Out of control, i.e. paying no attention to many whistles and directions by his handler or out of sight for an unreasonable period of time or allowed to hunt extensively for a bird after handing has begun
- (o) Loud and prolonged whining or barking
- (p) Watching blind retrieves being planted or being retrieved by another dog - mandatory disqualification of both dog and the handler from the test

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- (q) Watching birds being thrown or retrieved by another dog in any test
 - (r) Deliberate blocking by a handler so that a dog will not see all birds and all falls, this applies to both the working dog and the honouring dog
 - (s) Handling in WC
 - (t) Breaking on the honour in the WCI and WCX or any other interference with the working dog
 - (u) Threatening gestures, or any form of intimidation made to a working or honouring dog
 - (v) Recast on a marked retrieve in WCX
 - (w) Failure to bring bird back across the line
 - (x) Not delivering the bird to hand in the WCI and WCX tests

11.2 Moderate Faults

11.2.1 Repetition of a moderate fault, or a combination of several of these faults, may convert the total infraction into a serious fault. Some infractions may be so slight as to warrant their consideration only as a minor fault. Usually 2 moderate faults should eliminate a dog from the test. The following are considered to be moderate faults:

- (a) Failure to make the area of a fall requiring that the dog be handled to it
- (b) Leaving the area of a fall
- (c) Hunting in a slow, disinterested manner
- (d) Not stopping for direction after 2 or 3 whistles which he should have heard, in WCX
- (e) Deliberate failure to take lines or casts for more than a short distance, in WCX
- (f) Going out of his way by land without certainty of purpose en route to a water mark
- (g) Controlled break in WCI/WCX or going before being sent in WC
- (h) Reluctance to enter rough cover, water, ice, mud or any situation involving unpleasant going for the dog
- (i) Poor style, including a disinterested attitude, a slow or reluctant departure, quest for game or return with it
- (j) Popping-up, i.e. looking back for directions on a marked bird before an extensive search
- (k) Moderate whining of short duration

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- (l) Reluctance to give up bird in WCI or WCX
 - (m) Recast on a marked retrieve in WCI

11.3 Minor Faults

11.3.1 While these faults may be so light as to only require a notation on the judge's sheet, several or repeated minor infractions or a combination of these minor infractions may convert into a moderate or even serious fault. The following are considered to be minor faults:

- (a) Lack of attention
- (b) Poor line manners (such as heeling poorly, not immediately taking and staying in the position designated, dropping a bird at delivery, jumping after a bird, not remaining quietly on line after delivery)
- (c) Slow pick-up of a bird
- (d) Dropping birds
- (e) Sloppy bird handling
- (f) Unsteadiness, including creeping on line in WCI or WCX.
- (g) Failure to take handler's direction
- (h) Occasional failure to hold the line given or directions given, in WCX
- (i) Slight reluctance to give up a bird in WC
- (j) Returning by way of land in a water mark, or marking a detour on return from a land mark
- (k) Leg-lifting, particularly on the way to a fall
- (l) Failure to deliver to hand in WC
- (m) Recast on a marked retrieve in WC

12 PROTESTS

12.1 A protest against a dog may be made by an entrant/handler, any member of the CKC, or a member of the club or association holding the event test in the following manner:

- (a) A protest should be lodged with the Event Superintendent before the closing of the event and must be in writing, on a form provided by the CKC (or facsimile thereof). A hearing shall be held prior to the departure of all parties. No

protest will be entertained unless accompanied by a deposit. This deposit shall be returned if the protest is sustained. If the protest is not sustained, the deposit will be forwarded to the CKC with the Event Committee's report.

- (b) If the protest cannot be filed at the event because of circumstances requiring medical and/or veterinary attention, or if the dog has been removed from the grounds, or if the owner and the dog leave the grounds immediately following the incident, the protest may be submitted directly to the CKC within 10 days of the event. All such protests shall constitute complaints under the CKC's By-laws and the provisions of same shall apply.
- (c) If the Protest is filed directly to the CKC, reasons should be provided as to why the Protest could not be filed with the Event Superintendent.

12.2 Where the Working Certificate Test Committee consists of more than 5 persons, the president of the test-giving club shall name 5 members of the Working Certificate Test Committee to act on any protest received by the test-giving club.

12.3 Written copies of all decisions on protests must be forwarded immediately to the Discipline Committee of the CKC. The Discipline Committee may take such action as it deems fit in connection with such protest, provided no appeal is submitted to the CKC within 10 days of the date on which the decision of the Working Certificate Test Committee was rendered. Such action may include barring the dog from future CKC approved events, imposition of an administrative fee, and/or cancellation of awards. The fact that the Working Certificate Test Committee did not sustain a protest in no way inhibits the right of the Discipline Committee to take such action as it deems advisable.

12.4 An appeal to the Discipline Committee of the CKC from a decision of the Working Certificate Test Committee where a dog has been protested must be forwarded to the CKC within 10 days of the date on which the decision was rendered, together with a deposit.

12.5 If a test-giving club fails to hear a protest as prescribed above, or in the opinion of the Discipline Committee improperly handles a protest, the Discipline Committee shall have the authority to take

such action as it deems fit and necessary, and it may at the same time take disciplinary action against the officials of the test-giving club concerned.

13 COMPLAINTS

- 13.1 A complaint against a person regarding a violation of the rules and regulations related to working certificate tests must be in writing, on a form issued by the CKC (or facsimile thereof), and must be accompanied by a deposit. A deposit is not required on a complaint alleging that a judge officiating at a working certificate test held under these rules and regulations has been subject to indignities of any kind during the progress of the test.
- 13.2 A complaint should be lodged with the Working Certificate Test Committee Chair of the test-giving club no later than 15 minutes after the completion of judging of the test, or should the complainant choose to do so, a complaint may be submitted directly to the CKC within 10 days of the test. All such complaints shall constitute complaints under the CKC By-laws and the provisions of same shall apply.
- 13.3 Any complaint against the club holding the test or any of its officials must be submitted directly to the CKC within 10 days of the test. All such complaints shall constitute complaints under the CKC By-laws and the provisions of same shall apply.
- 13.4 A complaint shall be restricted to any of the following:
- (a) An act of omission or commission on which is based an allegation of a violation of the Working Certificate Test Rules & Regulations.
 - (b) Any act on which an allegation of misconduct is based.
 - (c) The alleged failure of an officiating judge to excuse or remove from competition a dog for which a provision for excusing or removal from competition appears in these rules and regulations.
- 13.5 Where the Working Certificate Test Committee consists of more than 5 persons, the president of the test-giving club shall name 5 members to form a Working Certificate Test Committee to act on complaints received by the test-giving club.
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- 13.6 When a complaint is received against a judge by the test-giving club, the club will hold a hearing while all parties are still in attendance. The report and all statements given by all parties will be forwarded to the Discipline Committee along with the deposit from the complainant. The Working Certificate Test Committee will not render a decision but will collect all pertinent information.
- 13.7 Upon receipt of a complaint the Working Certificate Test Committee of the test-giving club shall conduct an investigation as soon as possible thereafter, but in any event, within 14 days of receipt, shall conduct a hearing in accordance with the procedures set out in the Procedure for Conducting a Working Certificate Test Committee Hearing as provided in these rules and regulations.
- 13.8 The Working Certificate Test Committee shall promptly forward the complaint, the deposit and a record of the hearing together with its recommendation on the disposition of the complaint to the CKC. Copies of the record of the hearing and the Committee's recommendation will be forwarded to the parties concerned at the same time.
- 13.9 Notwithstanding any contrary provisions in these rules and regulations, the procedure specified herein for dealing with complaints shall govern.
- 13.10 Disciplinary action will be taken against any official and the test-giving club of which he is an official when it is established to the satisfaction of the CKC that an attempt was made to discourage the submission of a complaint. Disciplinary action will be taken against a test-giving club which fails to properly deal with complaints as provided in these rules and regulations.
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14 DISCIPLINE

- 14.1 The Discipline Committee may take disciplinary action against any club, person, partnership, company or organization for any act of omission or commission, which violates any section or sections of the rules and regulations for CKC working certificate tests. Such action will be taken as provided for in the By-laws of the CKC.
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- 14.2 No person shall abuse a dog on the grounds or premises of a test, or conduct himself in a manner prejudicial to the best interest of the event.
- 14.3 Any club, member, person, partnership, company or organization availing themselves of the privilege of participating in any capacity or manner whatsoever at a working certificate test shall, by such participation, be deemed to have agreed to the authority of the CKC and its Board as conferred on the CKC by its By-laws and all other rules and regulations adopted by the CKC.
- 14.4 At its discretion and subject to the appeal process, the Discipline Committee may cancel any or all passes/ awards earned by a dog owned by a person debarred, deprived, suspended or expelled of all privileges of the CKC when such wins were earned following the date on which such act occurred that resulted in disciplinary action.
- 14.5 The administration to a dog competing at a working certificate test of a drug or any substance, in any form, which alters the nervous system by stimulation, sedation or tranquilization shall be considered as misleading the judge and will be considered misconduct. The person or persons responsible will be subject to disciplinary action in accordance with this section.
- 14.6 Any person, either within or outside the field, who does anything calculated to attract, distract or otherwise interfere in any way with the attention, deportment, or performance of a dog under judgment, may be disciplined by the Discipline Committee in whatever way it considers to be in the best interest of the club, or the judge may take summary action.
- 14.7 It shall be the duty and obligation of the event-giving club to see that a judge, club official, volunteer, or any participant at an event held under these rules, is not subject to indignities. The Working Certificate Test Committee Chair shall promptly report to the CKC any infringement of this regulation, and the CKC shall have the authority to take such action as it deems fit on receipt of a report indicating that this has occurred. A copy of this regulation shall be prominently placed in every premium list and catalogue.
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15 *PROCEDURE FOR CONDUCTING A WORKING CERTIFICATE TEST COMMITTEE HEARING*

- 15.1 It is essential that the defendant be given the opportunity to be present during the whole hearing and to testify and present his own witnesses. If a defendant refuses to attend or defend himself, the hearing may proceed without him. In notifying the defendant of the hearing, it is essential that he be informed specifically of the nature of the charges against him and that a record of such notice be made.
- 15.2 The complainant must also be informed of the hearing and allowed to be present throughout the whole hearing.
- 15.3 Both the complainant and defendant should be informed that they may be represented by legal counsel or an agent at the hearing if they choose but this is not necessary.
- 15.4 The chair is to call the meeting to order and then announce: "We are proceeding by reason of our appointment to the Working Certificate Test Committee by (name of test-giving club)."
- 15.5 The chair shall identify all persons present and the reason for their presence (i.e. complainant, defendant, witness) and then ask the witnesses to withdraw until required to give evidence. After giving evidence a witness may be excused.
- 15.6 The complaint is to be read except that if the complainant and defendant agree, it may be necessary to relate only the substance of the complaint as set out on the Official Complaint form.
- 15.7 The chair is to ask the defendant whether he wishes to admit or deny the complaint as it has been read or stated.
- 15.8 The complainant is to give evidence on the complaint. He may then be questioned by the defendant. At the chair's invitation, any member of the Committee may question the complainant. If the complainant has brought witnesses, such witnesses may then give evidence individually. Each witness may be questioned by the defendant or any member of the Committee. Each witness is to leave the hearing after evidence has been given.

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- 15.9 Upon completion of the evidence given by the complainant and any witness appearing on his behalf, the defendant may then give evidence and may then be questioned by the complainant or any member of the Committee. If the defendant has brought witnesses, such witnesses may then give evidence individually. Each witness may be questioned by the complainant or any member of the Committee.
- 15.10 The chair may then call any other witness which the Committee considers appropriate to the proper hearing of the complaint.
- 15.11 The complainant may then have the opportunity of summing up the complaint and the evidence presented in support thereof. The defendant shall have the opportunity of summing up his defense and any evidence presented in support of his defense.
- 15.12 The chair shall announce that the Committee will be submitting a report on the hearing together with its recommendation on the disposition of the complaint to the Discipline Committee of the CKC and the parties concerned. All but the Committee members shall be dismissed so that the matter may be considered.
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16 PARTICIPATION

- 16.1 The participation in any manner or in any capacity at a competitive event held under these rules shall be considered a privilege accorded to any person by the CKC and such privilege may be extended and withdrawn by the Discipline Committee.
- 16.2 Any person availing himself of the privilege of participating in any manner, shape or form and in any capacity, including that of a spectator at a competitive event held under these rules shall, by such participation, be deemed to have agreed to the authority of the CKC and its Board.
- 16.3 No person who has been expelled, deprived of privileges, suspended or debarred by the CKC may enter a dog, compete, exhibit, judge, act as agent or handler for any competitor, take a dog into any competition or be connected in any capacity with competitive events held under these rules.
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- 16.4 A club holding a working certificate test under these rules shall not engage in any capacity a person who is under suspension or expulsion, debarred or deprived of privileges by the CKC.
- 16.5 Any person who has lost the right to participate in events in their country of residence shall not, while such a loss of privilege is in effect, participate in any Canadian Kennel Club approved events. Any wins by a dog that is exhibited or handled by such individual shall automatically be canceled.
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17 LIABILITY

- 17.1 The CKC shall not be responsible to any member, person, partnership, club or corporation for any loss, damage or injury arising at or by reason of any event held under any rules adopted by the CKC.
- 17.2 Every owner or authorized agent for the owner of any dog entered in a CKC event is required to take all reasonable steps to ensure that the dog behaves properly at the event, and in particular to prevent the dog from threatening, menacing or biting a judge, another dog, or any other person in attendance at the event. Failure to take such reasonable steps may result in disciplinary action against such owner or authorized agent under the By-laws, which may result in the imposition of any of the penalties provided for in the By-laws.

18 *AMENDMENTS*

- 18.1 These rules are subject to amendment by the Board.
- 18.2 Amendments to these rules may also be proposed by a person, association, club, representative group or body by presenting such proposal to the Board for their consideration. In such circumstances, the Board will forward the proposal to the Working Certificate Council for its consideration and input, prior to the Board making its final decision.
- 18.3 Any amendment to these rules shall be approved by a simple majority vote of the Board.
- 18.4 The effective date of any approved amendment shall be set by the Board.
- 18.5 The Board, at its sole discretion, may choose to perform a non-binding poll of the membership to attain general input prior to making a final decision on any proposed amendment to these rules.
- 18.6 Upon the Board making its final decision with respect to any amendment to these rules, the membership shall be advised by placing a notice in the Official Section as soon thereafter as is reasonably possible.

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