VII. JUDGES

JUDGES

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VII. JUDGES

A. General

(1) The approval to judge at Canadian Kennel Club events is a privilege granted by The Canadian Kennel Club and not a right or a reward.

(2) Judges and applicants must be known for their honesty, integrity, impartiality and knowledge of the sport and breeds which they are applying to judge. A conviction for an offence under federal, provincial, or municipal legislation that is relevant to the task of judging and animal welfare will be a consideration in the approval process and the maintenance of judging privileges. [Board Motion #39-09-20]

(3) All judges and applicants must abide by The Canadian Kennel Club's Code of Ethics.

(4) Apprentice, Provisional or Permit Judges must adhere to the same Policy and Procedures as a CKC-Licensed judge unless otherwise noted within the rules of The Canadian Kennel Club for that event. [Board Motion #19-06-20]

(5) All judges and applicants must be capable of performing the functions necessary for judging dogs in accordance with the rules of the Canadian Kennel Club for that event. Consideration of fitness to judge may include, but is not restricted to, physical mobility and flexibility, physical stamina, vision, ability to complete necessary paperwork associated with judging, ability to express oneself orally and in writing, as well as mental capabilities required to judge. [Board Motion #93-06-16]

(6) The Board of Directors has the right to refuse to grant an initial licence and/or the renewal of a licence to any person and may cancel or may suspend for any period or vary in any way a licence already granted if a judge violates or does not fulfill the requirements of A. 2, 3 or 4 above. [Board Motions #93-06-16, #39-09-20]

(7) All judges must be a Canadian Kennel Club member in good standing at the time of application and maintain this membership while maintaining a judging licence. [Board Motion #53-06-17]

B. Applicant Conformation Judges [Board Motions #93-06-16, #24-03-21]

(1) Eligibility Requirements – New Applicants [Board Motions #14-03-20, #16-12-2023]

(a) An applicant must be twenty-one (21) years of age or over.

(b) An applicant must be a member of The Canadian Kennel Club for five (5) consecutive years immediately preceding the application.

(c) An applicant must have been a resident of Canada during the five (5) year period immediately preceding the application. A resident of Canada as defined by The Canadian Kennel Club By-laws shall mean a person whose principal residence is located in Canada and shall include members of the Canadian Armed Forces and Canadian Diplomatic Corps who are stationed outside the country on a temporary basis, as required by their respective duties.

(d) An applicant must have a minimum of ten (10) years of documented breeding experience in which the applicant must have bred a minimum of four (4) Canadian bred and Canadian Kennel Club registered litters. The breeding experience must be litters bred owned, bred and reared by the applicant. Additionally, they must have bred and finished six (6) dogs with Canadian Kennel Club conformation championships from a minimum of four (4) litters referred to herein; [Board Motion #26-09-26]

OR

[Board Motion #24-12-12, #24-09-26]
An applicant must have a minimum fifteen (15) years of documented experience in the sport of purebred dogs. This will include, but is not limited to, a minimum of four (4) of the following areas of experience:

(i) Involvement in a breeding program

(ii) Handling of a variety of breeds of dogs in shows

(iii) Instruction at conformation handling classes

(iv) Holding an official position within one or more clubs that involves the organization and operation of conformation shows

(v) Involvement in a CKC Committee or Council pertaining to conformation (must have attended a minimum of 3 meetings).

Where an applicant selects one or more of categories (iii), (iv), and (v) as part of the required four (4) areas of experience, the applicant must demonstrate a minimum of two (2) years of documented experience within each of the selected categories.

(e) An applicant must be mentored by either a Canadian Kennel Club Al-Breed judge or a Canadian Kennel Club judge whose original licence was in the group applied for by the applicant and who is licensed for at least three Groups.

(f) Judges who have retired may act as a mentor for a period of five (5) years from the date of retirement in CKC records. [Board Motion #14-03-23]

(g) An applicant must have a sound background in the breed or breeds for which the applicant is applying, and documented experience in the sport, (breeding, showing, club membership, official positions, etc.).

(h) The applicant's name, mentor's name, breeds applied for, and a relevant biography by the applicant (maximum 200 words) will be published for comment.

(i) Judges cannot mentor more than two (2) initial applicants each calendar year.

(j) For the purpose of this provision, a mentor shall be defined as an experienced and trusted adviser on Breed Standards, Ring Procedures, and all things dealing with a judge's professional responsibilities. In signing the Application for Initial Conformation Judging Permit, the mentor is agreeing to make himself/herself available for advice and discussions with the applicant until the first four (4) permits are completed. The mentor and applicant may continue this relationship throughout the application process, by mutual agreement. A mentor must not be a member of the applicant's immediate family. [Board Motion #33-02&03-26]

(k) The mentor will submit a report on the interactions with the applicant after the completion of each permit. A copy of the report will be provided to the applicant by CKC Head Office.

(2) Qualifications

(a) Judging [Board Motions #07-12-16, #12-12-20, #18-05&06-24, #22-09-24, #30-12-25]

(1) An applicant must have judged, within five (5) years immediately preceding the submission of the application, no less than 150 dogs from a minimum of six (6) approved events from the following list:

(a) All-breed or specialty sanction matches,
(b) All-breed or specialty sweepstakes,
(c) Baby Puppy competitions,
(d) Specialty futurities or maturities.

Seventy-five (75) of the one hundred and fifty (150) entries may be from out-of-country assignments at clubs associated with a CKC-recognized kennel club.

There should be a combination of sanction matches, sweepstakes and baby puppy competitions. However, Baby Puppy competitions can only account for a maximum of 50% (half) of the total number of dogs judged.

(i) Futurity: A non-regular competition at specialty shows for young dogs that requires a series of nominations and associated fees prior to the date on which the Futurity is judged. These stages usually consist of nomination of the bitch after she is bred, nomination of the litter after it is whelped, and/or nomination of individual puppies from the litter. The number of nomination stages, fees, and other conditions are set at the discretion of the club holding the Futurity.

(ii) Maturity: A non-regular competition at specialty shows for adult dogs that requires a series of nominations and associated fees prior to the date on which the Maturity is judged. The number of nomination stages, fees, and other conditions are set at the discretion of the club holding the Futurity.

(2) The judging assignments for the sanction matches, sweepstakes, futurities and maturities and Baby Puppy competitions must include the breeds for which the applicant will be submitting the permit application.

(3) Details of assignments at sanction matches, sweepstakes, futurities, and maturities, and Baby Puppy competitions along with breeds judged shall be properly documented and verified by the club on the forms provided.

(b) Ring Stewarding

(1) The applicant must have a minimum of sixty (60) hours of stewarding at Canadian Kennel Club approved conformation shows. In order to count, a minimum of four (4) hours of ring stewarding must be completed on the same day. The stewarding must be done within the five (5) years immediately preceding the application. [Board Motion #24-03-21, #16-05&06-25]

(2) All ring stewarding assignments shall be properly documented and verified by the officiating judge.

(c) Education

(1) Educational activities are a necessary step for advancing in the judging program. It is expected that when an application is reviewed by the

Canadian Kennel Club, it will be evident that the applicant has participated in a program of on-going education. This may include attending seminars, workshops, breed study groups, reading, formal courses of study, breed videos, actual and virtual visits to prominent kennels, working with a mentor, etc. Educational activities must be completed within a five (5) year period to be valid. Such visitations will not be limited to kennels/breeders in Canada. [Board Motions #49-12-20, #24-03-21]

(2) The applicant must attend a Canadian Kennel Club Introduction to Conformation Judging Seminar within the five (5) years immediately preceding the submission of the Application for Initial Conformation Judging Permit to the Canadian Kennel Club. Ideally the applicant will have attended before writing the exam (referred to in **section B. 3 (b)** below) and in any event must have attended the seminar before the first permit is granted. [Board Motion #78-09-16]

(3) Permit Process [Board Motion #31-12-25]

(a) The applicant must submit a completed application with all the pertinent documentation to Head Office. The appropriate administrative fee as set by the Board will be charged.

(b) Each individual, prior to the granting of the initial permit, shall successfully pass a written examination. The exam must be taken within a three (3) month period after the applicant has been notified by Head Office that the exam is ready to be written. The applicant may not have any reference material available when completing the exam.

(c) The Canadian Kennel Club Board member representing the zone in which the applicant resides, will arrange for a time and place for the exam to be written. Should the Zone Director wish to designate another individual to administer the exam, CKC Shows & Trials staff need to be notified, in writing, and provide approval the selected individual unless it is a Conformation Council Representative or CKC staff. Should the exam not be taken within this time period, the applicant must resubmit an application.

(d) The initial exam can be provided to the Zone Director or designate via mail or e-mail. Once completed, the exam can be scanned and returned to the CKC; however, the original hard copy completed exam must be returned to the CKC within 90 days of the date it is written by the individual that administered the exam.

The Conformation Judges exam shall consist of the following parts and passing grades:

(1) Part A – Breed Standard – Disqualifications on selected breeds – 100%

(2) Part B – Breed Standards – 80% in each breed

(3) Part C – Anatomy and Glossary of Terms – 85%

(4) Part D – Rules and Procedures – 85%

(e) The maximum number of times that an applicant may write the examination is two (2). An applicant re-writing the exam or parts thereof must wait six (6) months from initial writing. If the applicant is not successful in the re-write, then the file will be closed for that application. If the applicant re-applies, a new application must be submitted and all the policies in effect at the time must be adhered to.

(f) Once the application and supporting documentation have been verified, and the written examination completed, the Head Office will determine whether the applicant will be approved for the breeds applied for. If the applicant is denied in whole or in part, the reason for such denial will be provided to the applicant. The applicant must wait one (1) full year before re-applying. During this period of time, the applicant is encouraged to pursue further relevant education such as: [Board Motion #79-09-16]

(1) judging sweepstakes, matches, ring stewarding

(2) attending seminars and workshops

(3) being mentored or mentoring in requested breeds.

(g) When an applicant re-applies after the one (1) year waiting period, the applicant shall demonstrate that he has undertaken a program of on-going education.

(h) Upon completion of all the above, the total application will be acted upon by Head Office. The applicant will be notified and a permit issued. Upon receipt of official written notification from Head Office, assignments may be accepted. In addition, the name of the permit judge, the judge's sponsor, along with the breeds for which the permit is granted, will be published in the Official Publication and/or posted electronically.

(4) Initial Permit

(a) An applicant may apply for a permit for one (1) or more breeds in the same group with the following exceptions: [Board Motion #95-09-24]

(1) Manchester Terriers and Toy Manchester Terriers
(2) Poodles
(3) Xoloitzcuintlis
(4) American Eskimo Dogs

Once a judge becomes licensed to judge one of the above noted breeds with size varieties, the judge will automatically become licensed for all of the varieties of the same breed.

(b) An applicant may apply for one (1) single breed at a time to a maximum of one (1) single breed in three (3) different groups, following all requirements as set in this policy.

(c) If the applicant, after completing all requirements, wishes to apply for an additional permit, it must be applied for in one (1) of the three (3) groups in question. Furthermore, the applicant must write Section A and B, Breed Standards of the Initial Conformation Judges' Exam for each breed applied for. Permit applications will not be considered for breeds from more than one (1) group, and further permits will not be granted until one (1) of the three (3) groups has been completed.

(d) An applicant may not apply for more than one-half (½) of the breeds within a group. In the case of a group with an uneven number of breeds, the applicant must proceed with the smaller number first.

(e) Where an applicant is issued an initial permit, the initial permit must be completed within a four (4) year period from the date of issuance and each assignment must include all of the breeds under that permit.

(f) An individual who has not completed the initial permit requirements within the four (4) year period may apply to Head Office for an extension to this permit. All extension approvals will be at the discretion of The Canadian Kennel Club.

(g) Upon completion of the initial permit, the applicant will be notified of one of the following:

(1) that the applicant has successfully completed the initial permit requirements; or

(2) that additional assignments are required with observers and the reason provided; or

(3) that due to an unsatisfactory performance the individual's permit will be terminated.

(h) The Canadian Kennel Club may authorize a judge to be licensed as a judge of the breeds included in the permit after the judge has completed a minimum of three (3) assignments, provided that the judge has performed satisfactorily in such assignments and the number of dogs as per **section B. 9** has been met. Upon notification of such authorization by Head Office, the judge may apply for an additional permit. The issuance of an additional permit is subject to the policies in effect at the time of application. See **section B. 6 – Additional Permits**.

(5) Additional Permits [Board Motion #15-03-23]

(a) Any licensed conformation judge who meets the eligibility requirements may apply for an additional half (½) group or complete group by submitting the appropriate application to Head Office. An applicant may be issued a new permit once per calendar year for a maximum of half (½) a group.

(b) Education [Board Motions #18-09-11, #24-03-21]

(1) Relevant educational activities are a necessary step for advancing in the judging program. It is expected that when an application is reviewed by the Canadian Kennel Club, it will be evident that the applicant has participated in a program of on-going continuing education as well as preparatory education for the new application. Educational activities must be completed within a five (5) year period to remain valid for a permit application.

(2) Following is a list of acceptable educational activities for additional permit applications. The application must show study of a minimum of seventy-five percent (75%) of the breeds listed, using at least three (3) of the activities in the list. [Board Motion #17-12-23]

This list does not preclude any other educational activity, proof of which must be submitted at the time of application. Such additional activities are subject to approval at the time of submission.

In all cases written verification must be provided.

(i) Participation in seminars presented by judge study groups, breed specialty clubs, all-breed clubs, or any other purebred dog related organization. Whether discussing a single breed or multiple breeds, or a judging related topic, each presentation must be of substantial length to qualify as a seminar, an ideal being ninety (90) minutes minimum. Such seminars are not limited to those held in Canada.

(ii) Participation in an on-line seminar discussing a single breed, multiple breeds, or a judging related topic.

(iii) Participation in organized ringside mentoring at a National, Regional, or Local Breed Club Specialty Show, with a licensed

judge, or with an individual that has bred the Specialty Show breed for a minimum of fifteen (15) years. The licensed judge must be licensed to judge the specific breed. Such Specialties are not limited to those held in Canada. Such mentoring may be arranged by the Specialty club or personally arranged by the applicant if none is offered by the Club. Where the Specialty breed is one recognized by the CKC within the preceding five (5) years, the time restriction of a breeder mentor may be relaxed.

(iv) Actual or virtual visits to a kennel or with a breeder for the purpose of being mentored with regard to a breed that is, or has been, bred at that kennel or by that breeder and will be applied for on the new permit application. Said visit to be documented on an appropriate form showing length of visit, number of dogs seen, discussed, credentials of kennel owner, breeder. Such visitations will be not be limited to kennels/breeders in Canada. [Board Motion #50-12-20]

(v) Compilation of breed related books read, videos watched, illustrated breed standards reviewed, and/or breed club websites that were reviewed within the past five (5) years for the purpose of improving the judging of purebred dogs. Photocopies of covers, inserts, home pages, may be submitted for verification.

(vi) Participation in a formal course of study related to the judging of purebred within the past five (5) years.

(vii) Attendance at a performance event relevant to the purpose of the breed – i.e., Field trials and tests. To be documented on the appropriate form.

(c) Once the judge has completed the required minimum three (3) assignments and according to their records has judged the required number of dogs as indicated in **Section B. 9**, the judge may submit an application for a new permit. [Board Motion #16-09-10]

(d) An application for a new permit will be rejected when the requirements of the current permit have not been fulfilled.

(e) After the application for additional permits has been verified, the applicant must write an open book test. In order to pass the test the applicant must achieve an overall grade of 95% with a maximum of one mistake in any one breed. The test must be returned to Head Office within thirty (30) days from the date of notification from The Canadian Kennel Club that the test is ready to be written otherwise the judge must re-apply.

(f) If the judge is unsuccessful in writing the open book test, the judge must wait six (6) months from the date of receipt at Head Office of the failed test before applying to rewrite the test. If the judge is unsuccessful in the second rewrite, the judge must wait one (1) full year before re-applying to write the test. When the judge re-applies after the one (1) full year waiting period, the judge shall demonstrate that a program of continuing education has been undertaken.

(g) If the applicant successfully completes the test and meets all of the other requirements a permit will be issued and the applicant will be so notified. The judge upon receiving written notification may then accept assignments for the breeds in the permit. The name of the judge, along with the breeds for which the judge has received the permit, will be published in the Official Publication and/or posted electronically.

(h) Acceptance of assignments prior to the issuance of a permit will result in the loss of judging privileges for a period of six (6) months. The six (6) months period will commence thirty (30) days after notification from the CKC. Repeat offences will be referred to the Discipline Committee.

(i) A licensed judge who has fewer than four (4) complete groups may apply for a permit for half (½) a group (the smaller number first in the case of a group with an uneven number of breeds). Once approved, the judge may judge the breeds covered in the permit at an unlimited number of shows. After a judge has completed a minimum three (3) judging assignments for the permit breeds, a licence may be issued for the breeds in the permit providing that the required number of dogs has been judged and all observation reports are satisfactory.

(j) A licensed judge who has been licensed for four (4) or more complete groups may apply for a permit for one complete group per calendar year. Once approved, the judge may judge his permit group at an unlimited number of shows. Upon completion of at least three (3) judging assignments of the permit group, a judge may be issued a licence for the breeds covered by the permit providing that the required number of dogs has been judged and all observation reports are satisfactory.

(k) During a permit judge's three (3) successful assignments within three (3) years, the permit judge is required to judge a total number of dogs as per **Section B.9**. These numbers will be adjusted on a yearly basis if necessary and applied only to new permits issued. Each permit assignment must include all the breeds covered by the permit.

(l) At any point, a permit judge may judge single breed specialties or overloads for permit breeds. However, such breed specialties or overloads for total dogs judged can only be counted providing that a minimum of five (5) assignments for all breeds in the permit is completed. If the permit assignments are not completed within the specific time period, the judge's permit will be null and void.

(m) When a judge has been licensed for three (3) complete groups, the judge may judge Best in Show.

(n) Educational material submitted as supporting documentation with the Application for Initial Conformation Judging Permit, or previous Applications for Conformation Judging Permits cannot be submitted and used a second time with any other permit applications. Educational material submitted as supporting documentation with an Application for Conformation Judging Permit, may also be used once with the submission of a five (5) Year Education requirement if deemed acceptable. [Board Motion #19-12-22]

(6) Licences and Permits

(a) Upon successful completion of the initial permit, a judge shall be issued a licence to judge. The licence shall extend thereafter to cover each completed permit.

(b) Upon renewal of the Canadian Kennel Club membership and providing that all applicable policies have been adhered to and fees paid, the licence will be renewed.

(c) A permit constitutes a provisional authority to judge, which is made permanent by the issuance of a "licence".

(7) Licensing Maintenance for All-Breed, Groups and Breed Judges [Board Motion #16-12-23]

(a) Judges' licences are renewed annually, providing that the following conditions are met:

(1) Each judge must sign a statement of commitment to abide by The Canadian Kennel Club's Code of Ethics, the Code of Ethics for Judges (upon being approved by the Board of Directors) and the Guidelines for Judges.

(2) The judge must be physically capable of properly performing the functions of a judge, as provided in section A, General. [Board Motion #93-06-16]

(3) The judge must be a member in good standing with The Canadian Kennel Club.

(b) A licensed judge who has not judged at least one (1) assignment in the past three (3) years (all breed show or specialty show) will have his licence reviewed by The Canadian Kennel Club. On the recommendation of the Event Officiating Committee, the judge may be allowed to proceed or will be offered enrollment in the Emeritus Program.

(c) Licensed judges are encouraged and expected to engage in a self-directed program of professional development. Recognizing that a judge has a commitment to on-going education, all judges will maintain an educational portfolio with appropriate documentation and/or certification. All Educational activities presented for portfolio requirements must be completed within a five (5) year period prior to the end of the cycle. [Board Motions #85-05-19, #76-06-20, #24-03-21]

(d) Licensed judges who are no longer residents of Canada will continue to enjoy the privileges granted under that license provided that they meet the requirements as set out in Section B. 7 (a).

[Board Motions #25-12-12, #09-09-21]
Should a judge fail to meet these requirements, the judge's license will be held in abeyance until such time that the requirement is met.

(1) In each five (5) year cycle, a judge must: [Board Motions #59-03-22, 34-02&03-26]

(a) A minimum of four (4) hours of ring stewarding must be completed on the same day.

(b) Meet one requirement from Category A and meet two (2) requirements from Category B.

Category A (choose one (1) option)

(i) Attend the Canadian Kennel Club/Canadian Dog Show Judges Advanced Judges Conference.

OR

(ii) Attend a Canadian or International two-day judge's conference which must focus on judging related content e.g., specific breeds, comparison of breeds, canine structure and movement, ring procedures etc. Each presentation must be a minimum of ninety (90) minutes. Certificates must be issued by the hosting group for completed attendance at each conference/seminar.

OR

(iii) Attend two one-day Canadian or International judge's seminars each of which will include at least four (4) presentations focusing on judging related content e.g., specific breeds, comparison of breeds, canine structure and movement, ring procedures etc. Each presentation must be a minimum of ninety (90) minutes. Certificates must be issued by the hosting group for completed attendance at each conference/seminar.

Category B (Choose two (2) options)

(i) Participate as a presenter or attendee at ten (10) Canadian or International seminars dealing with single or multiple breeds or judging related topic seminars organized by judges' study groups and/or breed clubs. This can include a combination of online or in person attendance seminars. Certificates must be issued by the hosting group for complete attendance at each seminar. Each seminar presented must be a minimum of ninety (90) minutes in duration to qualify.

(ii) Design, complete and present a breed specific or judging related topic to a judges' study group.

(iii) Participate in two (2) ringside mentoring sessions at a Canadian or International, National, Regional or Local Breed specialty with a licensed judge for that breed, or an individual who has bred the Specialty Show breed for a minimum of fifteen (15) years. A breeder-judge who provides mentoring at a Specialty may use that as one of the two ringside mentoring requirements. [Board Motion #15-12-23]

(iv) Write and publish an article, series of articles or book, relating to judging in general or a specific breed in particular.

(v) Participate for a full three (3) year term in the Judges Observer Program as either a General Coordinator, Area Coordinator or an Observer.

(vi) Attend the Canadian Kennel Club/Canadian Dog Show Judges Advanced Judges Conference.

OR

Attend a Canadian or International two-day judge's conference which must focus on judging related content e.g., specific breeds, comparison of breeds, canine structure and movement, ring procedures etc. Each presentation must be a minimum of ninety (90) minutes. Certificates must be issued by the hosting group for completed attendance at each conference/seminar.

OR

Attend two (2) one-day Canadian or International judge's seminars each of which will include at least four (4) presentations focusing on judging related content e.g., specific breeds, comparison of breeds, canine structure and movement, ring procedures etc. Each presentation must be a minimum of ninety (90) minutes. Certificates must be issued by the hosting group for completed attendance at each conference/seminar.

(vii) Attend two Kennel Club-recognized events demonstrating a breed's function, such as field trials, herding trials, earth dog, draft dog, lure coursing and retriever trials. Not to include obedience, agility, and rally events. Each event must be a minimum of four (4) hours and provide documentation by the club official.

2. If attendance at a Canadian Kennel Club/Canadian Dog Show Judges Advanced Judges conference is submitted for both Category A and Category B, they must be from 2 different conferences. The same conference cannot be used to meet the criteria in Category A and Category B. [Board Motion #97-09-24]

(d) Judges that are licensed to judge three (3) breeds or less, are required to choose from the following options within each five (5) year cycle: [Board Motions #86-05-19, #76-06-20, #09-09-21]

(1) Attend The Canadian Kennel Club Advanced Judges conference. Certificates for attendance at a Canadian Kennel Club Advanced Judges Seminar will only be issued to individuals that register and attend the seminar in its entirety. Should a participant choose to leave before the entire seminar is complete, no certificate will be issued to that participant.

OR

(2) Write the Current Closed Book Version of the Conformation Judges Exam, Rules & Procedures under Initial Application for Applicant Conformation Judging, Permit Process, 3b). Must earn a minimum of 85% to be successful or all other policies regarding rewriting of the exam are applicable and participate as a Presenter or Attendee in a minimum of one (1) breed seminar on one of the breeds they are currently licensed to judge. The seminar to be a minimum of ninety (90) minutes in duration to qualify as a seminar

(e) Certificates for attendance at a Canadian Kennel Club Advanced Judges Seminar will only be issued to individuals that register and attend the seminar in its entirety. Should a participant choose to leave before the entire seminar is complete, no certificate will be issued to that participant. [Board Motion #36-06-17]

(8) Number of Dogs to be Judged

(a) In order to complete a permit and be licensed for that group, half group or breeds applied for, the following accumulative number of dogs must be judged:

(1) 1-3 Breeds

1 breed = 25 dogs
2 breeds = 33 dogs
3 breeds = 41 dogs

The following formula shall be used to calculate the number of dogs to be judged for half (1/2) or complete groups.

Total dogs competing for the group X 3 assignments = total for group
Total number of shows

For half (1/2) group

Total dogs competing for the group X 3 assignments
divided by 2 = total for half group
Total number of shows

(9) New Breeds [Board Motion #30-03-14]

(a) Whenever The Canadian Kennel Club approves a new breed, including miscellaneous breeds, judges, prior to receiving approval to judge that breed, shall be required to write an open book test for the new breed. [Board Motion #13-06-15, #34-05-23]

(b) In order to obtain a passing grade on the test, the applicant may have no more than one (1) incorrect answer per breed. [Board Motion #14-06-15]

(c) Should a judge not obtain a passing grade on an Open Book Test, the judge will be required to re-write the entire test. There will be no waiting period required to re-write the test, and the judge may continue to re-write until such time as a passing grade is obtained. [Board Motion #15-06-15]

(d) When a new breed is approved by the Board, conformation judges will be provided with a six (6) month period to write an Open Book Test for that breed, after which, an administrative fee as set by the Board will be implemented. [Board Motion #26-12-15]

(10) Judging Seminars [Board Motion #45-06-18, #16-03-23]

(a) Introduction to Conformation Judging

(1) A club, Judges Study Group, or group of individuals must apply to the CKC asking permission to hold a Judges 101 Seminar.

(2) The Introduction to Conformation Judging seminar can be offered in person or virtually.

(3) The Introduction to Judging seminar may be offered by the CKC in conjunction with the Advanced Judges Seminar.

(4) The applicant club or group is responsible for obtaining a venue, obtaining presenter(s), and arranging food and beverages for the participants throughout the day.

(5) There must be a minimum of five (5) participants attending the seminar.

(6) The applicant club or group must develop a budget together with CKC Head Office prior to approval.

(7) The CKC will provide administration to assist with the budget, the registration to attend (which includes collecting the registration fees), and advertising for the seminar.

(8) The CKC may retain a percentage, as agreed upon with the club or group, from each participant's registration.

(9) The CKC will provide a Certificate of Attendance.

(10) Participants must attend the full seminar in order to obtain the Certificate.

(11) The Presenter(s) must be a CKC-Licensed Conformation All-Breed Judge.

(12) A Power Point presentation will be provided to the presenters by the CKC.

(i) The presenters must adhere to the Power Point presentation.

(ii) The CKC will update the presentation when required.

(13) The seminar must be a minimum of seven (7) hours.

(11) Observer Program [Board Motions #05-12-16, #07-12-17, #08-12-17, #34-12-25]

(a) Purpose
The Observer Program has been developed in an effort to maintain the integrity and high standards expected of CKC Conformation Judges. It will ensure consistency for judges as well as exhibitors.

(b) Observer Process
The Canadian Kennel Club will approve 1 General Coordinator and 7 Area Coordinators to be responsible for overseeing Conformation Judge Observations by assigning and/or performing these observations in their area. The primary focus will be on PERMIT judges. Observations on any judge may be required occasionally. The areas will include be devined as follows:

(1) Atlantic Region including NL & Labrador (Zones 1 & 2)

(2) Quebec and Eastern Ontario (Zones 3 & 5)

(3) Central and Western Ontario (Zones 6 & 7)

(4) Northern Ontario (Zone 4)

(5) Manitoba and Saskatchewan (Zones 8 & 9)

(6) Alberta (Zone 10)

(7) British Columbia (Zones 11 & 12)

(c) Procedure for Obtaining Area Coordinators & Observers

(1) At the first quarterly meeting of the third year of their term of the Board of Directors, the CKC will publish a request for volunteers to act as Conformation Judge Observers or Area Coordinators in their area, and for a national General Coordinator.

(2) Interested individuals will be required to submit a resume to the CKC. The resumes will be evaluated by the CKC and the Event Officiating Committee (EOC). Area Coordinators should have experience as an Observer to qualify. The General Coordinator role must be filled from those interested applicants who are or have been an Area Coordinator or Observer.

(3) The CKC will notify the applicants as to the outcome of the selection process for the General/Area Coordinators and Observers.

(4) The number of observers required in each area/zone will be determined by the CKC and the Area Coordinator.

(d) The Coordinators & Observers [Board Motion #93-05-19]

Coordinators & Observer Selection Criteria:

(1) CKC All-Breed Conformation Judges *(All-Breed Judges will be given credit towards the five (5) year education program).*

OR

(2) CKC judges licensed to judge three (3) or more complete groups *(Judges to be given credit towards the five (5) year education program).*

OR

(3) All current Coordinators and Observers participating in the Conformation Judge Observer Program that do not comply with the new policy shall be grandfathered until January 1, 2027. [Board Motion #35-12-25]

OR

(4) CKC members who are retired or emeritus conformation judges who met the criteria listed in 1 or 2 above.

Individuals cannot act in the role of General or Area Coordinator or Observer while holding the role of a:

(a) CKC Board Member
(b) CKC staff (permanent or contract)

(e) Training

(1) Training is required for all Area Coordinators and Observers prior to conducting their initial duties and/or observation and will be presented by the General Coordinator, using the training package provided by the CKC.

(2) The training package will be developed by the EOC, with input from the CKC, and will include the duties, comportment, and confidentiality required for participation.

(3) The training package will be reviewed and updated by the EOC as necessary based on feedback from the General and Area Coordinators, the Observers, and the CKC.

(4) The training should be a face-to-face meeting; however, it may be conducted via video conferencing platforms that allows users to meet and share documents or presentation online. The training shall be completed in one session and not divided into 2 or more sessions.

(5) Where an observer has not been active in the program for 2 years, retraining will be required before they can resume the role and conduct an observation. It will be the responsibility of the Area Coordinators to notify the CKC when this occurs.

(f) Duties and Responsibilities of General and Area Coordinators and Observer

1. Observers shall:

- Advise their Area Coordinator (AC) promptly if they are available when requested to conduct an observation.
- Notify the AC if they feel they have a conflict of interest with a particular judge they are being asked to observe.
- Meet briefly with the Judge, in private, prior to the assignment to be

observed and inform them of the observation, provide a brief outline of what they will be evaluating, answer any questions the Judge might have, and assure the Judge of the confidential nature of the observation.

- Meet with the Judge, while at the show, at some point after the observation, in private, to discuss their findings, to consider any feedback, to note any comments on the form, and to request that the Judge sign the form.

- Place the completed observation report in a sealed envelope and provide it to the Event Secretary to be sent to the CKC. The envelope may also be sent by Canada Post by the observer if necessary.

- Submit any travel expense claim on the proper CKC form to the CKC within 60 days of the observation.

- Never discuss any details of the observation with anyone except the Judge being observed. Details include, who is being observed, when they are being observed, the results of the observation, etc, nor ask anyone at the show any questions pertaining to the Judge or the Judge's ability.

2. Area Coordinators shall:

- Advise the General Coordinator when there is a need for more observers in their zone.

- Provide support and guidance to the Observers as needed.

- Email the list of required observations with the locations to all of the Observers (with the exception of anyone on the judging panel(s)) when received from the CKC; confirm availability of Observers as soon as possible and assign the observations bearing in mind the distances travelled and the need for distributing the observations equitably amongst all of the observers.

- Conduct observations, if possible, when unable to obtain an Observer (refer to duties of an Observer).

- Confirm with the Observer the requirement for the observation to be of the judge's permit breeds and not the approved groups/breeds unless instructed otherwise by the CKC.

- Address any issues or concerns noted by the Observers promptly and note those for reporting to the CKC or the General Coordinator as necessary.

- Remind Observers to have a copy of the CKC Conformation Show Rules & Regulations and Disqualification Booklet when completing an observation.

- Maintain and forward a quarterly report of the observations conducted to the General Coordinator on the form provided by the General Coordinator.

3. The General Coordinator shall:

- Deliver approved training to the Area Coordinators and Observers as required. Training should be conducted face to face; however, it may be conducted via video conferencing platforms that allows users to meet and share documents or presentation online.
- Provide updates on the program to the Area Coordinators and Observers when directed by the CKC.
- Facilitate communication with the CKC on behalf of the Area Coordinators and Observers to provide answers to any questions and concern they may have.
- Arrange for the required documentation (eg: list of observations required with location, forms and envelopes, etc) that are to be provided to the Area Coordinators and Observers.
- Perform the duties of the Area Coordinator in the absence of one for an area (refer to duties of an Area Coordinator).
- Conduct observations when an Area Coordinator or Observer is not available, depending on the location and availability (refer to dues of an Observer).
- Provide quarterly reports to the EOC detailing information the total number of observations conducted on the form provided.
- Confirm that the Area Coordinators and Observers wish to continue hold their approved volunteer positions each three (3) year calendar term.

(g) General [Board Motions #10-12-17, #04-05-18, #91-03-19, #12-09-19]

(1) Confidentiality is the cornerstone of the program. At no time should the General/Area Coordinators or Observers, who did not conduct the observation, be aware of the contents of the reports. If at any time, there is a breach of confidentiality by either an Observer or General/Area Coordinator, the incident/information must be reported to the CKC and referred to the EOC for review and decision. A breach of confidentiality is grounds for automatic release from the program.

(2) The approval to be a General/Area Coordinator or Observer is a privilege granted by the CKC. The CKC has the right to refuse or cancel the approval at any time. Notification will be provided in all such cases.

(3) General/Area Coordinators and Observers may resign from their approved volunteer positions by providing written notification to the CKC.

(4) An Observer should be appointed for each permit assignment throughout the judge's initial permit. As each new permit is issued thereafter, the judge should be observed for at least one of the three (3) permit assignments required.

(5) An Observer is permitted to conduct multiple observations on the same judge over the course of their assignments.

(6) An Observer is not permitted to conduct observations on judges for whom they are acting as “mentors” under the applicant process.

(7) Any CKC Conformation Judge will be observed where there are reports or complaints filed in regard to:

(a) Their ability to adequately perform their duties
(b) Their understanding and adherences to the rules, policy, and ring procedures
(c) Their comportment with exhibitors

The CKC will gather the reports and provide them to the EOC who may hold a special meeting to determine if an observation or other action is required. Any request for an observation is to be conducted at the judge’s next assignment.

(8) Non-Resident conformation judges will be observed at their first CKC judging assignment of the year. The host club is responsible for providing the judge, prior to the show date(s), with the links available on the CKC website to the:

(a) Handbook for CKC Conformation Judges
(b) Conformation Show Rules & Regulations
(c) CKC Breed Standards

If there is sufficient time, a review of the judging process should be provided by the Observer.

For all breed judging assignments, the observation will be conducted for at least the first part of the assignment and may be concluded when the Observer believes they have enough information for their report.

For breed specialty show assignments, the judge will be observed through its entirety.

(9) If any Observer Report on any judge indicates an unfavourable performance, such reports will be provided to the EOC to determine if any action is necessary. Such action may include further observations, or, as outlined in Policy & Procedures, Chapter VII, Judges, Section R, the removal of judging privileges.

(10) An Observer must not observe a judge at a show where they are:
(a) An official of the show giving club or a judge on the show panel;
(b) A member of the judge’s immediate family;
(c) An exhibitor or the immediate family of an exhibitor showing a dog to the judge on that day or throughout the duration of the event.
(d) Acting as a ring steward for the judge(s) they are observing; however, they may ring steward for another judge on that day.

(h) Expense for Travel as an Observer [Board Motions #38-12-18, #19-12-19, 05-08-2022]

(i) Kilometers may be expensed for travel to a venue for the purpose of conducting an observation plus any additional travel tolls.

(ii) Rate per kilometre as per Chapter II-Finance, Appendix 1 Fee Schedule calculated from the observer's residence to the venue and return.

(iii) Where the travel exceeds 400 kms, an accommodation expense of up to one (1) night for each day of observation may be claimed. The accommodation expense must not exceed more than $250 per night. A receipt will be required, not a credit card statement. [Board Motion #12-12-21, #25-09-26]

A daily food allowance of up to $35.00, restaurant receipts will be required (debit or credit card receipts or statement will not be accepted).

(iv) Observers shall not be reimbursed if they own, exhibit or handle a dog that is entered in the event on that day.

C. Applicant Iconic Breeder Conformation Judge Licensing Program [Board Motion #27-03-25]

Applicants may only apply to judge one (1) breed and all of the requirements must pertain to the breed for which the applicant applied.

Applicants must submit a completed application with all the pertinent documentation as required to the CKC with an administrative fee as set by the Board.

1. Eligibility Requirements:

   All applicants must meet the following eligibility requirements:

   a) Be a resident of Canada.
   b) Be a member of The Canadian Kennel Club for five (5) consecutive years immediately preceding the submission of the application; however, must have been a Canadian Kennel Club member for a total of at least 25 years.
   c) Maintain a Canadian Kennel Club membership for the duration of the judging license.
   d) Have a minimum of 25 years of breeding and exhibiting experience.
   e) Have bred a minimum of ten (10) Canadian bred and Canadian Kennel Club registered .
   f) Have bred a minimum of 25 Canadian conformation champions.
   g) Provide documents showing a minimum of ten (10) awards won at Specialty Shows where there was a minimum entry of 15 (Reserve Winners level or higher with a minimum of three (3) points earned) and/or Best In Show level or Reserve Best In Show at All-Breed Shows; at least five (5) of these awards must be breeder/owner or breeder handled and pictures may be required.
   h) The awards must be for a minimum of five (5) different dogs.
   i) Provide three (3) letters of recommendation which must be from a breeder (same breed), or a judge (all breed), or owner of the same breed. The letters cannot be from a family member of the applicant.
   j) Complete a minimum of two (2) ring stewarding assignments of at least four (4) hours each with two (2) different CKC licensed All-Breed Judges within the three (3) years immediately preceding the application. Completed Verification form is required.
   k) Complete 1 assignment at either a sanction match, or sweepstakes, or baby puppy competition where a minimum of ten (10) dogs competed within the five (5) years immediately preceding the application. Completed Verification form is required.
   l) Provide a minimum of one (1) document confirming an educational seminar or ring side mentoring presented, or a kennel visit hosted as education for other breeders and/or judges.

2. Approval Process:

    a) All applications will be reviewed by the CKC regarding eligibility requirements, and then referred to the Event Officiating Committee for final review and.
    b) Upon approval by the Event Officiating Committee, the applicant will be required to write an exam as noted in this policy.
    c) Upon receipt of official written notification from the CKC, assignments may be accepted.

3. Exam:

    a) Each applicant, prior to the granting of a license, shall successfully pass Part A, Breed Disqualifications (100%), Part B, Breed Standards (85%), and Part D - Rules and Procedures of the conformation judge's written initial exam. (85%)
    b) The exam must be completed within 3 months of notification that the applicant is eligible to write the exam.
    c) The Canadian Kennel Club Board Member representing the zone in which the applicant resides will arrange for a time and place for the exam to be written.
    d) Prior to writing the exam, the applicant will be provided with the Conformation Show Rules and the Handbook for Conformation Judges.
    e) If the applicant is not successful in passing the conformation judge's initial written exam (Breed Standards, Breed Disqualifications, Rules & Regulations), the applicant will be required to wait six (6) months from the date of writing the initial exam to write again. If the applicant is not successful in the re-write, then the file will be closed for that application. The maximum number of times that an applicant may write the exam is two (2).

4. Licensing:

    a) Upon successful completion of the exam and notification from the CKC, the name of the judge will be posted online in the Judge's Directory.
    b) The Canadian Kennel Club may authorize a judge to be licensed as a judge of the 1 breed applied for in accordance with this policy.
    c) A licensed judge who has not judged at least one (1) assignment in three (3) years may have his license reviewed by the CKC.
    d) A licensed judge may have his license reviewed and/or revoked, for just cause, at any time if the CKC deems it necessary.
    e) Each judge, upon submission of his application, agrees to abide by the Code of Ethics for Judges.
    f) The judge must be physically capable of properly performing the functions of a judge, as provided in Policy and Procedures, Chapter VII, Judge, Section A, General.
    g) The judge must be a member in good standing with The Canadian Kennel Club.
    h) Judges will not be required to pay an annual license fee.
    i) Once a license is issued, if at any time, the judge would like to judge additional breeds, they will be required to apply as a new judge in accordance with Policy & Procedure, Chapter VII, Judges, Section B, Applicant Conformation Judges.
    j) If an Iconic Breeder Conformation Judge applies to judge additional breeds, and is approved, the Iconic Breeder Conformation Judge license is revoked.
    k) Iconic Breeder Conformation Judges are required to adhere to Chapter 3, Selection of Judges, Section 3.1 Contract Between A Judge and a Club, and Section 3.4 Rate of Judging, as well as all of Chapter 4, Judges, in the Conformation Show Rules, with the exception of Section 4.3 Judges Entering or Handling Dogs.
    l) Iconic Breeder Conformation Judges cannot be used as a substitute judge for any other breed.

D. Applicant Beagle Field Trial Judges [Board Motion #07-03-15]

Please note: The Judges Committee referred to in this section is the committee appointed by the Field Trial Council for Beagles and Basset Hounds (see "Committees, Councils and Appointments") and not the Event Officiating Committee).

(1) Eligibility Requirements – New Applicants

(a) An applicant must be eighteen (18) years of age or over.

(b) An applicant must be a regular member in good standing with The Canadian Kennel Club.

(c) An applicant must be a member of a Canadian Kennel Club-recognized Beagle Field Trial Club.

(d) An applicant must be sponsored by a majority of the Officers (President, Vice-President, Secretary and Treasurer or combined Secretary/Treasurer) of a Canadian Kennel Club Beagle Field Trial Club that the applicant is a member.

(2) Application Process

(a) The applicant must submit a completed application with all the pertinent information to Head Office.

(b) In consultation with the Beagle Field Trial Representative for the zone, a qualifying method and the type of trial (large pack, small pack, brace) will be selected and stated on the application.

(c) Each individual, prior to commencing any training or qualifying classes, must successfully pass the written Beagle Field Trial Judges exam. The exam must be taken within thirty (30) days after the applicant has been notified by Head Office that the exam is ready to be written. The Canadian Kennel Club Field Trial Representative representing the zone in which the applicant resides will arrange for a time and place for the exam to be written. Should the exam not be taken within this time period, the applicant and the Field Trial Representative conducting the exam must provide a written substantiating reason to Head Office as to why the exam was not written within the time period. At this time, Head Office may re-schedule the writing of the exam.

(d) The Beagle Field Trial Judges exam shall consist of the following parts and shall require a minimum passing mark of fifty percent (50%) in all sections of this exam with an overall passing average of seventy-five percent (75%) of the entire exam.

(1)	Part A – General	50 Questions
(2)	Part B – Brace	20 Questions
(3)	Part C – Large Pack	20 Questions
(4)	Part D – Small Pack	10 Questions

(e) The maximum number of times that an applicant may write the exam is two (2). If the applicant is unsuccessful in his first attempt, the applicant must wait twelve (12) months before requesting a re-write. During this period of time, the applicant is encouraged to pursue relevant education such as:

- attending seminars, workshops
- being mentored by a licensed judge
- judging at sanction trials

(f) The Beagle Field Trial Representative administering the exam shall have the exam corrected by a committee of three (3) persons comprised of the following and return it to Head Office within ten (10) days of the exam being written.

(1) Beagle Field Trial Representative

(2) CKC-licensed Beagle Field Trial Judge

(3) a qualified individual chosen by the Beagle Field Trial Representative

(g) The Beagle Field Trial Representative may advise the applicant regarding the results of the exam. Official notification will be provided, in writing, to the applicant by the CKC Head Office. At the discretion of the Beagle Field Trial Representative, the applicant may proceed to the qualifying method. If there are any discrepancies regarding the results of the exam between the Beagle Field Trial Representative and Head Office, the notification from Head Office will take precedence.

(h) If the applicant is denied in whole or in part, the reason for such denial will be provided to the applicant. The applicant must wait one full year before re-applying.

(3) Training and Qualifying

(a) A new applicant must qualify by method #1 or #2.

(b) An apprentice shall co-ordinate all training and qualifying classes through the Field Trial Representative in the zone in which the apprentice will be carrying out training and qualifying classes.

(c) Only training and qualifying classes scheduled through the zone Field Trial Representative will be accepted.

(d) An apprentice must ensure that all training and qualifying reports are properly completed and submitted to the Field Trial Secretary who shall return these reports with the field trial results and documentation to The Canadian Kennel Club at the conclusion of the trial.

(e) All training and qualifying classes must be completed within the time period specified for that method.

(f) If the applicant fails the apprenticeship program, the applicant must wait one full calendar year from the date of notification of failure from The Canadian Kennel Club before re-applying.

(4) Licensing

(a) An applicant who has successfully completed all of the requirements of the selected qualifying method shall have his name added to the list of licensed Canadian Kennel Club Judges. The applicant shall be licensed to judge in accordance with the method used to qualify.

(b) A licensed Large Pack Beagle Field Trial judge may judge at Small Pack/Brace trials provided the judge is officiating with a licensed judge that has already completed the required ten (10) Small Pack/Brace classes. A licensed Small Pack/Brace Beagle Field Trial judge may be licensed for additional events by completing four (4) training classes with CKC-licensed judges for that type of trial. The four (4) training classes must be completed after the individual completes the required ten (10) Small Pack/Brace classes and becomes a licensed judge. [Board Motion #21-06-18]

(c) The judge's name along with the type of trial will be published in the Official Publication and/or posted electronically.

(d) A licensed judge who has not judged for three (3) consecutive years shall lose all judging privileges and must re-qualify as per method #3. The judge shall be notified when privileges have lapsed.

(5) Reinstatement of Judging Privileges

(a) A previously licensed judge who wishes to have his judging privileges reinstated shall re-qualify through method #3.

(6) Qualifying Methods

(a) There shall be three (3) Methods of qualifying as follows:

(1) Method #1A or #1B is to train and qualify as Large Pack Judges.

(2) Method #2 is to qualify as Brace and/or Small Pack Judges.

(3) Method #3 is for previously licensed judges who wish to re-qualify.

(b) Method #1 – Large Pack

(1) Method #1A

(i) This method consists of four (4) training classes and up to eight (8) successful qualifying classes applicable to all applicants who, in the opinion of the Beagle Field Trial Representative, do not have sufficient Beagle Field Trial judging experience to proceed by Method #1B.

(ii) Upon successful completion of the required number of training classes, at the discretion of the Beagle Field Trial Representative, the apprentice judge may upon the recommendation of the Beagle Field Trial Representative, commence and successfully complete a series of not less than eight (8) qualifying classes out of a maximum of twelve (12) attempts, or successfully complete five (5) out of the first six (6) qualifying classes.

(iii) An apprentice who has successfully completed the required number of training classes, and eight(8) successful qualifying classes out of twelve (12) attempts, or after completing the required number of training classes and successfully passes five (5) out of their first six (6) classes, from the date of notification from The Canadian Kennel Club that the apprentice may commence training or qualifying classes, may be licensed as a Canadian Kennel Club Beagle Field Trial Judge for Large Pack Trials.

(2) Method #1B

(i) An apprentice judge who has successfully completed eight (8) qualifying classes out of a maximum of twelve (12) attempts, or five (5) out of their first six (6) classes, from the date of notification from The Canadian Kennel Club that the apprentice may commence qualifying classes, may be licensed as a Canadian Kennel Club Beagle Field Trial Judge for Large Pack Trials.

(ii) An apprentice judge who has successfully completed eight (8) classes out of a maximum of twelve (12), or five (5) out of their first six (6) classes, within eighteen (18) months from the date of notification from The Canadian Kennel Club that the apprentice may commence qualifying classes, may be licensed as a Canadian Kennel Club Beagle Field Trial Judge for Large Pack Trials.

(iii) If an apprentice does not successfully complete Method #1A or #1B, the apprentice must wait one (1) full year, from the date of notification from the CKC, before re-applying.

(c) Method #2 – BRACE/SMALL PACK

(1) Providing that there is no objection from the Beagle Field Trial Representative in the zone where the applicant resides, an apprentice who has successfully completed ten (10) Brace or Small Pack qualifying classes at CKC Beagle Field Trials, will be licensed as a Canadian Kennel Club Beagle Field Trial Judge for the type of trial they apprentice judged.

(2) The applicant must apprentice with a licensed judge that has judged a minimum of ten (10) Brace and/or Small classes.

(3) The apprentice must complete the ten (10) classes within three (3) years of writing the Beagle Field Trial Judges Exam. If this requirement is not met the apprentice must re-qualify in accordance with the policy in effect at the time. [Board Motion #11-09-24]

(d) METHOD #3 – LICENSED JUDGES RE-QUALIFYING

(1) This method shall apply to those judges whose names were previously on the “List of Approved Judges” and wish to re-qualify. The re-qualifying judge shall be exempt from all training and qualifying classes.

(2) In order to re-qualify, a judge must:

(i) Submit an application to Head Office.

(ii) Meet all the eligibility requirements of Section 1.

(iii) Successfully pass the Beagle Field Trial Judges exam. The exam must be taken within thirty (30) days after the applicant has been notified by Head Office that the exam is ready to be written.

(iv) Be recommended by the Field Trial Representative in the area which the re-qualifying judge is applying.

(3) A re-qualifying judge who fails to meet the requirements as described herein, will have his application rejected.

(4) A re-qualifying judge whose application has been rejected may after consulting with the Field Trial Representative re-apply under Method #1 or #2 providing that judge meets the eligibility requirements of Section 1. In any case, the judge must write the Beagle Field Trial Judges exam.

(7) Field Work

(a) Trainee and/or qualifying apprentices shall only be able to train and/or qualify as prescribed in Method #1 or Method #2 at Canadian Kennel Club-approved Beagle Field Trials where Championship Points are awarded and they may do so in any zone they desire. However, all field work shall only be done with prior approval of the Beagle Field Trial Representative of the zone in which the field work is to be performed.

(b) The Beagle Field Trial Representative of the zone in which the field work is to be performed shall be responsible to ensure that the Field Trial Chair of the trial-giving club is advised prior to the commencement of a trial whenever a trainee or qualifying apprentice is to perform field work.

(c) The trainee or qualifying apprentice shall identify himself to the Field Trial Chair and judges advising them of his purpose at the trial. This shall be done prior to the commencement of the class(es) in which the applicant is to perform field work.

(d) The Beagle Field Trial Representative or his deputy of the zone shall, when possible, meet with the officiating judges and review the judges' signed written assessment(s) of the trainee or qualifying apprentice on completion of each field work assignment. The Beagle Field Trial Representative or his deputy may at his discretion submit his own report to Head Office regarding any field work done at Canadian Kennel Club approved trials in his zone.

(e) A qualifying applicant who participates as a substitute judge in any type of Canadian Kennel Club-approved Beagle Field Trial may count those classes towards the total required to a maximum of two (2).

(f) A trainee or qualifying apprentice who fails to perform scheduled field work may, at the discretion of the Beagle Field Trial Representative, be considered to have failed the scheduled field class(es).

(g) Once all the training and qualifying classes are completed, all reports will be reviewed with the Field Trial Representative for the zone in which the applicant applied in order to determine if the applicant successfully completed all the requirements for the selected qualifying method.

(8) Non-Resident Judge [Board Motion #19-12-16]

a) (A non-resident qualified Beagle Field Trial Judge shall be eligible to judge at Canadian Kennel Club trials for that type of trial in which the judge is qualified to judge in his country of residence. Eligibility is contingent upon the judge being in good standing with The Canadian Kennel Club.

(9) Canadian Residents

(a) A Canadian resident who has established eligibility to judge Beagle Field Trials only under a foreign kennel club shall not be eligible to judge at Canadian Kennel Club field trials unless the Canadian resident has established eligibility to judge under The Canadian Kennel Club.

(10) Judge's Contracts

(a) A judge who agrees to judge at approved Canadian Kennel Club Beagle Field Trials shall be required to complete a written contract between the judge and the trial-giving club.

E. Applicant Obedience Trial Judges [Board Motion #86-06-17, #51-06-26]

(1) Eligibility Requirements

(a) An applicant must be twenty-one (21) years of age or over.

(b) An applicant must be a Canadian Kennel Club (CKC) member in good standing for five (5) consecutive years immediately preceding the application.

(c) An applicant must have been an obedience trial exhibitor in the five (5) years immediately preceding the application.

(d) An applicant's eligibility is determined according to one of the following requirements. Qualifications and apprentice judge requirements vary according to the applicant's eligibility category.

(1) Category 1: An applicant must have personally trained and completed an obedience MOTCH or GMOTCH title on at least one (1) dog within five (5) years preceding the application.

OR

(2) Category 2: An applicant must have personally trained and completed an obedience OTCH title on at least one (1) dog within seven (7) years preceding the application.

OR

(3) Category 3: An applicant must have personally trained and completed an obedience CDX title on at least one (1) dog AND must have personally trained a dog and earned at least one (1) qualifying score in the utility class within seven (7) years preceding the application.

OR

(4) Category 4: An applicant must have personally trained and completed an obedience CDX title on at least one (1) dog AND must have personally trained a dog for utility and competed in the utility class at a minimum of ten (10) trials within five (5) years preceding the application.

(e) An applicant must have been a resident of Canada during the five (5) year period immediately preceding the application. A resident of Canada as defined by The Canadian Kennel Club By-laws shall mean a person whose principal residence is located in Canada and shall include members of the Canadian Armed Forces and Canadian Diplomatic Corps who are stationed outside the country on a temporary basis as required by their respective duties.

(f) It is the responsibility of the applicant to retain the assistance of a licensed Canadian Kennel Club Obedience judge to act as a mentor. The mentor may be any person licensed for all obedience classes and have been actively judging for a minimum of three (3) years immediately preceding the application.

(g) The mentor is responsible for guiding, counselling and encouraging the applicant throughout the entire process. The mentor can assist up to three (3) applicants at a time.

(2) Qualifications [Board Motion #52-06-26]

(a) Sanction Matches

1. Requirements vary dependent on eligibility classification:

(a) An applicant eligible according to Category 1 or 2 must have judged within three (3) years immediately preceding the application, a minimum of three (3) sanction matches in which a minimum total of ten (10) Pre-novice, twenty (20) Novice, five (5) Novice Intermediate, ten (10) Open and ten (10) Utility dogs were judged. [Board Motion #21-09-20, #21-03-25]

(b) An applicant eligible according to Category 3 or 4 must have judged within three (3) years immediately preceding the application, a minimum of four (4) sanction matches in which a minimum total of fifteen (15) Pre-novice, thirty (30) Novice, five (5) Novice Intermediate, fifteen (15) Open and fifteen (15) Utility dogs were judged.

2. The applicant must chair and organize at least one (1) sanction match. The applicant may also be the judge at this sanction match.

3. All sanction matches must be supervised. When possible, the applicant's mentor will attend the matches to assist and support the applicant. If the mentor is not available, they will arrange for a trusted representative or for the zone representative to attend on their behalf.

4. The judging assignments for the sanction matches must be held under CKC rules.

5. All sanction match judging assignments shall be properly documented on the sanction match form ensuring all the requirements have been met and verified by the officiating club.

(b) Ring Stewarding

(1) The applicant must have served as a ring steward at a minimum of four (4) CKC approved obedience trials with a minimum total of five (5) Pre-Novice, fifteen (15) Novice, ten (10) Open and ten (10) Utility dogs. Each assignment must be for the duration of the judge's assignment for a trial. The ring stewarding must have been completed within the three (3) years immediately preceding application. [Board Motion #22-09-20, #21-03-25]

(2) At a minimum of two (2) ring steward assignments, the applicant must be the table steward.

(3) At a minimum of two (2) ring steward assignments, the applicant must be the head steward responsible for assisting the judge in setting up the ring and managing the gate.

(4) Ring steward assignments must be completed under a minimum of two (2) different judges.

(5) All ring stewarding assignments shall be properly documented on the obedience ring stewarding form. The officiating judge must verify and sign the stewarding form ensuring all the requirements have been met.

(3) Application [Board Motion #53-06-26]

(a) The applicant must submit a completed application with all the pertinent documentation to Head Office. The appropriate administrative fee as set by the Board will be charged.

(b) It is the responsibility of the applicant to ensure that Part 1 of the mentor form has been completed and submitted to Head Office with his/her application. The mentor's role continues throughout the entire process.

(c) All official obedience classes will be included in the judge application.

(d) Once the application and supporting documentation have been verified, the applicant will be notified by Head Office and advised that they are authorized to proceed to the written exam component.

(4) Examination [Board Motion #54-06-26]

(a) Written Exam

(1) An applicant must write a general exam as well as the three (3) exams related to the official obedience classes.

(2) Head Office will arrange with the Zone Director for an invigilator to supervise the written exams. The exams must be written within a three (3) month period after the applicant has been notified by Head Office that the exams are ready to be written. Should the exams not be written within the three (3) month period, the exams will be returned to Head Office and the applicant must re-submit an application.

(3) The applicant may not have any reference material available when writing the exams.

(4) The passing grade for each of the four (4) written exams is 85%.

(5) An applicant who fails any exam will not be allowed to proceed any further until all exams have been passed.

(a) The maximum number of times an applicant may write an exam is three (3). An applicant re-writing any exam for the second time must wait at least two (2) months and not more than six (6) months after receiving notice of the failing grade.

(b) If the applicant fails the exam a second time, they must wait at least six (6) months and not more than nine (9) months from receiving notice of the failing grade.

(c) If the applicant fails the second re-write, the applicant must wait one (1) full year from the date of the second re-write before re-applying.

(6) An applicant re-applying after one (1) year will be subject to the CKC policies in effect at that time.

(7) The completed exams shall be sent to Head Office for grading.

(8) Once the exams have been graded, the applicant will be advised by Head Office of their marks. The applicant will also be advised of the questions answered incorrectly.

(9) Upon the successful completion of all four (4) written exams, the applicant will be notified by Head Office and advised that they are authorized to proceed to the oral discussion component.

(b) Oral Discussion Requirement

(1) Once authorized, the applicant must attend an oral discussion which will include scenarios that might arise while judging at an event. The scenarios will allow the applicant to demonstrate their understanding of the application of the rules. Scenarios will also address professional conduct expected of a judge.

(2) The oral discussion requirement shall be conducted by a committee consisting of three (3) persons.

(3) The committee will include the mentor (who is a licensed all-class obedience judge) and two (2) additional members. A chairperson will be identified for the committee. The zone director will be responsible for facilitating the committee selection.

(4) The oral discussion may take place in person or virtually or a combination of both.

(5) The discussion scenarios will be assessed by the committee members based on the scenario guidelines and assessed according to the rubrics provided. Applicants must receive a positive overall assessment from the committee.

(6) An applicant who does not receive a positive overall assessment will be allowed to request a second oral discussion, at the earliest in two (2) months and not more than six (6) months after receiving notice of the unsuccessful assessment.

(7) Should the second oral discussion not receive a positive overall assessment, the applicant may re-apply after one (1) year from the date of the second oral discussion.

(8) An applicant re-applying after one (1) year will be subject to the CKC policies in effect at that time.

(9) The committee chair shall submit the Committee's assessment on the form provided to Head Office within ten (10) days of the oral discussion meeting.

(10) Upon the successful completion of the oral discussion requirement, the applicant will be notified by Head Office and advised that they are authorized to proceed to the apprentice component.

(5) Apprentice Judges [Board Motion #55-06-26]

(a) An apprentice judge shall be subject to the same rules and policies as a Licensed Obedience Judge.

(b) Apprentice requirements vary according to the eligibility category under which the applicant applied:

1. An apprentice judge eligible through category 1:

a. is required to apprentice at a minimum of four (4) different trials with four (4) different judges.

b. must apprentice judge a minimum of eight (8) Pre-novice, fifteen (15) Novice, eight (8) Open and eight (8) Utility dogs.

2. An apprentice judge eligible through category 2:

   a. is required to apprentice at a minimum of five (5) different trials with five (5) different judges.

   b. must apprentice judge a minimum of ten (10) Pre-novice, twenty Novice, ten (10) Open and ten (10) Utility dogs.

3. An apprentice judge eligible through categories 3 or 4:

   a. is required to apprentice at a minimum of six (6) different trials with five (5) different judges.

   b. must apprentice judge a minimum of fifteen (15) Pre-novice, twenty-five (25) Novice, fifteen (15) Open and fifteen (15) Utility dogs.

   c. The apprenticing process is meant to provide meaningful education and learning opportunities for the apprentice. The apprentice will inform his/her mentor of apprenticing assignments. The mentor and the officiating judges will provide support, guidance and feedback throughout the process.

   d. Apprenticeship assignments can be done in any zone.

   e. An officiating judge must have been actively judging for a minimum of three (3) years to accept apprentice judge request. The apprentice judge shall approach the officiating judge for a trial, in writing, to request permission to apprentice under him/her. The officiating judge may agree or not to work with the apprentice judge.

   f. Once an officiating judge has agreed, the apprentice will notify the trial chair or the trial secretary to request permission to apprentice at their trial. The apprentice judge should make the request in writing by the closing date for the trial. The club may agree or not to allow the apprentice judge to apprentice at their trial.

   g. Clubs and officiating judges are encouraged to accept a request from an apprentice judge unless there are extreme circumstances that would prevent a beneficial experience for the apprentice judge.

   h. A maximum of one (1) apprentice judge per ring shall be accepted

   i. Apprentice judges at approved obedience trials shall be stationed outside and adjacent to the ring subject to the officiating judge's approval. The apprentice shall not interfere with the officiating judge or the judging, nor discuss the dogs, scores and exercises with any person, other than the officiating judge.

   j. The officiating judge must remember that the judge's first responsibility is to the exhibitor and club and that detailed discussions with the apprentice should take place once judging is completed for the day. Brief communication is allowed during the judging of each class. The apprentice judge should keep notes of any unusual circumstances for discussion at the end of the assignment.

   k. The assignment must be the duration of the trial of the officiating judge's assignment.

l. The apprentice judge must arrive in sufficient time to preview the ring set-up and heeling patterns with the officiating judge.

m. The apprentice judge must provide their own judge's book. Judge's book pages may be found on the CKC website. Information for the judge's book may be obtained from the show secretary.

n. The evaluation form must be printed by the apprentice judge and given to the officiating judge prior to the first class. The officiating judge will complete the form and give it to the Event Secretary upon completion of the assignment after conducting a post assignment review with the apprentice judge.

o. Upon the completion of the assignment the officiating judge will review the trial results with the apprentice judge noting any unusual circumstances that arose, and discussing their comments as recorded on the evaluation form. During this review the apprentice judge shall have the opportunity to provide an explanation for any significant scoring differences between their scores and those of the officiating judge. All such explanations shall be provided to Head Office along with the report from the officiating judge.

p. The apprentice judge's books as well as the officiating judge's evaluation form are forwarded to Head Office by the event secretary with the results of the trial.

q. Upon successful completion of the apprentice requirements, the applicant will be notified by Head Office and advised that he/she is authorized to judge up to eight (8) official obedience trials as a provisional judge.

(6) Provisional Judges [Board Motion #56-06-26]

(a) The provisional judge must judge a minimum of five (5) Pre-novice, sixteen Novice, two (2) Novice Intermediate, twelve Open and twelve Utility dogs at a minimum of three (3) trials.

(b) Two (2) of the first three (3) provisional assignments must be observed. When possible, the applicant's mentor will attend the trials to assist and support the applicant. If the mentor is not available, they will arrange for a trusted representative or for the zone council representative to attend as the observer on their behalf.

(c) The mentor, their representative, or the zone council representative may be entered at the trial where they are the identified observer.

(d) The observer is not required to directly observe the entire assignment but should observe at least three (3) competitors in each class if the number of entries allows.

(e) Following the completion of the trial, the observer will meet with the provisional judge to discuss the assignment and any situations that may have arisen.

(f) The observer will complete and submit the provisional judge observer form to the event secretary to be submitted with the trial results.

(g) Upon completion of the observations, and the required number of dogs judged, the provisional judge will inform their mentor, and the mentor will complete, sign and submit Part 2 of the mentor's form to Head Office.

- (h) Upon successful completion of the provisional judge requirements, the applicant will be notified by Head Office and advised that they are authorized to accept unlimited judging assignments.

(7) Non-Resident Obedience Judges [Board Motion #57-06-26]

(a) Non-resident judges licensed by and in good standing with a foreign kennel club recognized by the CKC who are licensed to judge all obedience classes in their country of residence may be approved to judge CKC Obedience events. A non-resident judge who is on a provisional, permit or apprentice basis is not eligible to judge those classes.

(b) Non-resident judges will be provided by Head Office with an Obedience Trial & Rally Obedience Trial Rules & Regulations.

(c) Non-resident judges who judge at Obedience Trials for the first time will be observed by two (2) observers.

(d) Eligibility is contingent upon the judge being in good standing with the CKC.

E-2. Applicant Rally Trial Judges [Board Motion #58-06-26**]**

(1) **Eligibility Requirements**

(a) An applicant must be twenty-one (21) years of age or over.

(b) An applicant must be a Canadian Kennel Club (CKC) member in good standing for five (5) consecutive years immediately preceding the application.

(c) An applicant must have been an obedience and rally trial exhibitor in the five (5) years immediately preceding the application.

(d) An applicant must have personally trained and completed a Rally Master, Rally Master Excellent, Rally Champion or Rally Grand Champion title on at least one (1) dog within the seven (7) years preceding the application.

(e) An applicant must have been a resident of Canada during the five (5) year period immediately preceding the application. A resident of Canada as defined by The Canadian Kennel Club By-laws shall mean a person whose principal residence is located in Canada and shall include members of the Canadian Armed Forces and Canadian Diplomatic Corps who are stationed outside the country on a temporary basis as required by their respective duties.

(f) It is the responsibility of the applicant to retain the assistance of a licensed Canadian Kennel Club Rally judge to act as a mentor. The mentor may be any person licensed to judge all rally classes. The person must have been actively judging for a minimum of three (3) years immediately preceding the application and have judged a minimum of eight (8) rally trials in this time frame.

(g) The mentor is responsible for guiding, counselling and encouraging the applicant throughout the entire process. The mentor can assist up to three (3) applicants at a time.

(2) **Qualifications** [Board Motion #59-06-26]

(a) Sanction Matches

1. An applicant must have judged within three (3) years immediately preceding the application, a minimum of two (2) rally sanction matches in which a minimum total of fifteen (15) Rally Novice, five (5) Rally Intermediate, five (5) Rally Advanced, ten (10) Rally Excellent and ten (10) Rally Master dogs were judged.

2. The applicant must chair and organize at least one (1) sanction match. The applicant may also be the judge at this sanction match.

3. All sanction matches must be supervised. When possible, the applicant's mentor will attend the matches to assist and support the applicant. If the mentor is not available, they will arrange for a trusted representative or the zone representative to attend on their behalf.

4. The judging assignments for the sanction matches must be held under CKC rules.

5. All sanction match judging assignments shall be properly documented on the sanction match form ensuring all the requirements have been met and verified by the officiating club.

(b) Ring Stewarding

1. The applicant must have served as a ring steward at a minimum of three (3) CKC approved rally trials with a minimum total of fifteen (15) Rally Novice, ten (10) Rally Advanced, ten (10) Rally Excellent and ten (10) Rally Master dogs. Each assignment shall be for the duration of the judge's assignment for a trial. The ring stewarding must have been completed within the three (3) years immediately preceding application.

2. At a minimum of one (1) ring steward assignment, the applicant must be the table steward.

3. At a minimum of one (1) ring steward assignment, the applicant must be the steward responsible for assisting the judge in setting up the course and managing the gate.

4. Ring steward assignments must be completed under a minimum of two (2) different judges.

5. All ring stewarding assignments shall be properly documented on the rally ring stewarding form. The officiating judge must verify and sign the stewarding form ensuring all the requirements have been met.

(3) **Application** [Board Motion #60-06-26]

a. The applicant must submit a completed application with all the pertinent documentation to Head Office. The appropriate administrative fee as set by the Board will be charged.

b. It is the responsibility of the applicant to ensure that Part 1 of the mentor form has been completed and submitted to Head Office with his/her application. The mentor's role continues throughout the entire process.

c. All official rally obedience classes will be included in the judge application.

d. Once the application and supporting documentation have been verified, the applicant will be notified by Head Office and advised they are authorized to proceed to the written exam component.

(4) **Written Examination** [Board Motion #61-06-26]

a. An applicant must write a general exam specific to Rally Obedience and an exam covering the rules and regulations of all official Rally Obedience classes.

b. Head Office will arrange with the zone director to supervise the written exams. The exams must be written within a three (3) month period after the applicant has been notified by Head Office that the exams are ready to be written. Should the exams not be written within the three (3) month period, the exams will be returned to Head Office, and the applicant must re-submit an application.

c. The applicant may not have any reference material available when writing the exams.

d. The passing grade for each of the two (2) written exams is 85%

e. An applicant who fails either exam will not be allowed to proceed any further until both exams have been passed.

1. The maximum number of times an applicant may write an exam is three (3). An applicant re-writing either exam for the second time must wait at least two (2) months and not more than six (6) months after receiving notice of the failing grade.

2. If the applicant fails the exam a second time, she/he must wait at least six (6) months and not more than nine (9) months from receiving notice of the failing grade.

3. If the applicant fails the second re-write, the applicant must wait one (1) full year from the date of the second re-write before re-applying.

f. An applicant re-applying after one (1) year will be subject to the policies in effect at that time.

g. The completed exams shall be sent to Head Office for grading.

h. Once the exams have been graded, the applicant will be advised by Head Office of the marks. The applicant will also be advised of the questions answered incorrectly.

i. Upon the successful completion of both two (2) written exams, the applicant will be notified by Head Office and advised they are authorized to proceed to the apprentice component.

(5) **Apprentice Judges** [Board Motion #62-06-26]

(a) An apprentice judge shall be subject to the same rules and policies as a Licensed Rally Judge.

(b) An apprentice judge is required to apprentice at a minimum of two (2) different trials with two (2) different judges. An apprentice judge must apprentice judge a minimum of fifteen Novice, ten (10) Advanced, ten (10) Excellent and ten (10) Master dogs.

(c) The apprenticing process is meant to provide meaningful education and learning opportunities for the apprentice. The apprentice will inform their mentor of apprenticing assignments. The mentor and the officiating judges will provide support, guidance and feedback throughout the process.

(d) Apprenticeship assignments can be done in any zone.

(e) An officiating judge must have been actively judging for a minimum of three (3) years to accept an apprentice judge request. The apprentice judge shall approach the officiating judge for a trial, in writing, to request permission to apprentice under them. The officiating judge may agree or not to work with the apprentice judge.

(f) Once an officiating judge has agreed, the apprentice will notify the trial chair or the trial secretary to request permission to apprentice at their trial. The apprentice judge should make the request in writing by the closing date for the trial. The club may agree or not to allow the apprentice judge to apprentice at their trial.

(g) Clubs and officiating judges are encouraged to accept a request from an apprentice judge unless there are extreme circumstances that would prevent a beneficial experience for the apprentice judge.

(h) A maximum of one (1) apprentice judge per ring shall be accepted.

(i) Apprentice judges at approved rally trials shall be stationed outside and adjacent to the ring subject to the officiating judge's approval. The apprentice shall not interfere with the officiating judge or the judging, nor discuss the dogs, scores and courses with any person, other than the officiating judge.

(j) The officiating judge must remember that the judge's first responsibility is to the exhibitor and club and that detailed discussions with the apprentice should take place once judging is completed for the day. Brief communication is allowed during the judging of each class. The apprentice judge should keep notes of any unusual circumstances for discussion at the end of the assignment.

(k) The assignment must be the duration of the trial of the officiating judge's assignment.

(l) The apprentice judge must arrive in sufficient time to preview the course, ring set-up, and walk-throughs with the officiating judge.

(m) The apprentice judge must provide their own judge's book. Judge's book pages may be found on the CKC website. Information for the judge's book may be obtained from the show secretary.

(n) The evaluation form must be printed by the apprentice judge and given to the officiating judge prior to the first class. The officiating judge will complete the form and give it to the event secretary upon completion of the assignment after conducting a post assignment review with the apprentice judge.

(o) Upon the completion of the assignment, the officiating judge will review the trial results with the apprentice judge noting any unusual circumstances that arose, and discussing their comments as recorded on the evaluation form. During this review the apprentice judge shall have the opportunity to provide an explanation for any significant scoring differences between their scores and those of the officiating judge. All such explanations shall be provided to Head Office along with the report from the officiating judge.

(p) The apprentice judge's books as well as the officiating judge's evaluation form are forwarded to Head Office by the event secretary with the results of the trial.

(q) Upon successful completion of the apprentice requirements, the applicant will be notified by Head Office and advised that they are authorized to judge up to eight (8) official rally trials as a provisional judge.

(6) Provisional Judges [Board Motion #63-06-26]

(a) The provisional judge must judge a minimum number of fifteen (15) Rally Novice, five (5) Rally Intermediate, five (5) Rally Advanced, ten (10) Rally Excellent and ten (10) Rally Master dogs at a minimum of three (3) trials.

(b) Two (2) of the first three (3) provisional assignments must be observed. When possible, the applicant's mentor will attend the trials to assist and support the applicant. If the mentor is not available, they will arrange for a trusted representative or for the zone council representative to attend as the observer on their behalf.

(c) The mentor, their council representative or the zone representative may be entered at the trial where he/she is the identified observer.

(d) The observer is not required to directly observe the entire assignment but should observe at least three (3) competitors in each class if the number of entries allows.

(e) Following the completion of the trial, the observer will meet with the provisional judge to discuss the assignment and any situations that may have arisen.

(f) The observer will complete and submit the provisional judge observer form to the event secretary to be submitted with the trial results.

(g) Upon completion of the observations, and the required number of dogs judged, the provisional judge will inform his/her mentor, and the mentor will complete, sign and submit Part 2 of the mentor's form to Head Office.

(h) Upon successful completion of the provisional judge requirements, the applicant will be notified by Head Office and advised that they are authorized to accept unlimited judging assignments.

(7) Non-Resident Rally Judges [Board Motion #64-06-26]

(a) Non-resident judges licensed by and in good standing with a foreign kennel club recognized by the CKC who are licensed to judge all rally classes in their country of residence may be approved to judge CKC Rally events. A non-resident judge who is on a provisional, permit or apprentice basis is not eligible to judge those classes.

(b) Non-resident judges will be provided by Head Office with a Obedience Trial & Rally Obedience Trial Rules & Regulations.

(c) Non-resident judges who judge at CKC Rally Trials for the first time will be observed by two (2) observers.

(d) Eligibility is contingent upon the judge being in good standing with the CKC.

F. Applicant Agility Trial Judges [Board Motion #05-06-17, #13-09-22]

(1) Eligibility Requirements

(a) The applicant must be twenty-one (21) years of age or over.

(b) The applicant must be a regular member of The Canadian Kennel Club, in good standing, for three (3) consecutive years immediately preceding the application. [Board Motion 20-06-22]

(c) The applicant must submit a completed application together with all pertinent documentation to Head Office. A fee set by the Board will be charged.

(d) The applicant must:[Board Motion 06-05-23

1. Have handled at least one (1) dog to The Canadian Kennel Club Agility Excellent Standard and Agility Excellent Jumpers with Weaves titles OR

2. Be currently competing with a dog at the Excellent level for Standard and Jumpers with weaves in CKC agility OR

3. Be currently competing with a dog in CKC agility (Novice or Intermediate) AND have handled a dog to the equivalent of Masters in AKC, AAC, or Senior/Champion in UKI in the last five (5) years in Standard or Jumpers.

(2) Qualifications [Board Motion #09-09-22]

(a) The applicant must have served as a steward for at least three (3) different CKC agility trials and have filled of the following positions: scribe and chief course builder.

(b) All experience must be documented in the form of written confirmation from the hosting club(s) trial secretary and the judge.

(3) Open Book Test [Board Motion #10-09-22]

(a) Each individual, prior to apprenticing, must write an unsupervised Open Book Test. The Test must be taken within a thirty (30) day period after the applicant has been notified by the Head Office that the Test is ready to be written. Should the Open Book Test not be taken within the above noted time period, the applicant will be required to submit a new application and application fee.

(b) The passing mark for the Open Book Test is 85%. The maximum number of times an applicant may write the test is two (2).

(c) An applicant that did not meet the passing mark of 85% on the initial tests and is required to re-write the test must wait three (3) months from initial writing to re-take the Test. When re-writing the Test, it must be written within a thirty (30) day period of the test being issued.

(4) Course Design [Board Motion #11-09-22]

Since course design is an extremely important part of dog agility, apprenticeship will be done individually for each level.

(a) Upon successful completion of the Open Book Test, the applicant must ask an experienced CKC Agility judge to mentor the applicant in course design. CKC Head Office will supply a list of possible mentoring judges for course design.

(b) Guided by the mentor, the applicant will design Novice courses, starting with Standard Agility followed by Jumper with Weave and then PAD. Upon successfully completing this first step, the applicant will proceed to design Intermediate courses for all classes and Steeplechase. Upon successfully completing the second step, the applicant will proceed to design Excellent courses for all classes. Upon completing this apprenticeship, the applicant will take a Course Design Exam and must contact the Head Office to obtain the equipment list.

(c) Head Office will have provided an equipment list to be used for the course design exam. One set of courses will be on a course size of 100 feet by 100 feet, and the second set on a course size of 90 feet by 120 feet. The applicant is required to design two (2) sets of Standard Agility and Jumper with Weaves at each level. The applicant must also design one (1) set of Points and Distance at each level, one (1) Steeplechase and one (1) Jumps & Tunnels course. At least 50% of the courses to be submitted must be nested.

(d) The courses must be designed on Clean Run Course Designer and must be submitted to the CKC for evaluation by a course approver within two (2) months of receiving the Equipment list.

(e) Once the courses are evaluated, the applicant will be notified if the course design phase has been successful. To pass the exam, the applicant's courses should only need minor changes and any corrections done in one revision.

(f) Once an applicant has successfully passed the Open Book Test and the Course Design Exam, the Zone Director and the Agility Council Zone Representative in the zone where the applicant resides will be notified that there is an apprentice judge in his/her zone. The Zone Representative will be provided with the apprentice's contact information.

(5) Apprenticeship – General [Board Motion #12-09-22]

There are two (2) progressive stages of apprentice judging. Each stage is described in this policy. (Stage 1 – Practice Judging, Stage 2 – Provisional Judging).

(a) Apprenticeship assignments may be completed in any zone.

(b) The apprentice judge will contact the club where the apprentice judge would like to apprentice and ask if they would allow the apprentice judge to apprentice at the trial. The club must be notified of the stage at which the apprentice will be working (e.g., Stage 1, 2, or 3).

(c) The apprentice will maintain a record of his/her progress through the program and will notify Head Office at the end of each stage. The applicant must submit evidence of completion to Head Office before beginning the next stage.

(d) It is recommended that apprentice judges apply for assignments as soon as possible; however, a minimum of ninety (90) days prior to the trial date is required to have the assignment approved prior to the Premium List being printed and distributed. A club must add the apprentice's name to the Premium List.

(e) A maximum of one (1) apprentice judge per day shall be accepted.

(f) For Stage 1, the apprentice judge must apprentice at a minimum of one (1) CKC trial and the assignment must include all Novice, Intermediate and Excellent classes offered.

(6) Stage 1 – Apprentice (Practice Judging) [Board Motion #14-09-22]

(a) The apprentice judge shall be in the ring judging while under observation and guidance of the officiating judge.

(b) The courses used for Stage 1 apprenticing are to be designed by the officiating judge.

(c) The officiating judge shall have full discretionary powers in making final decisions.

(d) Following a Class, the official judge will review any concerns and/or discrepancies with the apprentice judge.

(e) The apprentice must practice judge at least ten (10) runs at each Class and Level, with successful reports.

(f) The apprentice and the judge must co-sign the appropriate report.

(g) The officiating judge must complete the Apprentice Agility Trial Judge Report and submit it to the Trial Secretary who shall forward it (e-mail) to the apprentice and the CKC.

h) Once Stage 1 is completed, the apprentice will then be considered a Stage 2 Provisional Judge and his/her name will be added to the Judges' directory as Provisional.

i) The apprentice should not expect to be paid by the club for the practice assignment.

(7) Stage 2 – (Provisional Judging) [Board Motion #15-09-22]

(a) The provisional judge shall be in the ring judging while under the observation and guidance of the officiating judge.

(b) The provisional judge will design the courses for the trials at which the judge is judging.

(c) The course designs must be submitted to Head Office in accordance with the Agility Rules & Regulations. The provisional judge's courses must be submitted to Head Office at the same time as the officiating judge's courses for other classes. Since those courses will be nested, the Head Office will ensure that all of the courses are evaluated by the same course approver.

(d) If the officiating judge is also judging some classes, the provisional judge must work with the officiating judge to ensure that the courses are nested reasonably with courses designed by the officiating judge.

(e) The Provisional judge's approved courses shall be used for the classes the provisional judge is judging.

(f) Along with the officiating judge, the provisional judge shall oversee course building and make adjustments as necessary.

(g) Supervised by the officiating judge, the Provisional judge must wheel the courses and do the calculations for Standard Course Time for the courses they will be judging.

(h) Accompanied by the officiating judge, the provisional judge will conduct the handlers briefing for the courses that the provisional judge is judging.

(i) The officiating judge shall have full discretionary powers in making final decisions.

(j) Following the class, the judge will review any concerns and/or discrepancies with the apprentice judge.

(k) The Stage 2 provisional judge must judge at least ten (10) runs at the Novice level, ten (10) runs at the Intermediate level and ten (10) runs at the Excellent level in Standard Agility and Jumpers with Weaves classes. The judge must also judge ten (10) runs in Steeplechase and fifteen (15) runs in PAD in total.

(l) The officiating judge must complete a Report On Apprentice Agility Trial Judge and submit it to the Trial Secretary, who shall forward it (e-mail) to the apprentice and to the CKC.

(m) The provisional and officiating judges must co-sign the appropriate reports.

(n) If the report from the officiating judge is satisfactory, the apprentice judge will be added to the list of licensed judges for the levels completed, and the CKC Head Office will notify the apprentice judge.

(o) Once the Provisional judge has been notified by CKC that he/she is licensed for a level, the Provisional judge is eligible to accept official assignments with clubs for those levels.

(p) The apprentice should not expect to be paid by the club for the provisional assignment, but an arrangement may be made between the provisional judge and the officiating judge.

(8) Licensing Judges from Other Agility organizations: [Board Motion #16-09-22]

(a) The applicant must be a regular member in good standing with The Canadian Kennel Club at the time of the application and meet the requirements in sections 1 (a), (b) and (d), 3, 4, and 8 (c), (d) and (e) of this policy.

(b) The applicant must submit a completed application to CKC Head Office which must be accompanied by the application fee as set by the Board.

(c) The applicant must submit evidence of judging equivalency and proof of number of assignments (minimum 2) judged at the level in the past three (3) years.

(i) To be approved to judge at Excellent level, the applicant must have judged for at least two (2) years at the following levels in one (1) of these associations:

AAC = Masters
AKC = Excel/Masters
USDAA = Masters
UKI = Senior/Champion

(ii) To be approved to judge at Novice/Intermediate levels, the applicant must have judged for at least three (3) years at the following levels in one (1) of these associations:

AAC = Advanced
AKC = Open
USDAA = Advanced
CPE = Any Level

(d) Once the application is accepted the applicant must write and successfully pass the Open Book Test as per Section 3.

(e) Upon successful completion of the Open Book Test, the applicant must take and successfully pass the Courses Design Exam as per Section 4 (d), (e), (f) and (g).

(f) Upon successful completion of the course design exam, the applicant must enter the Provisional Judge stage (2) and complete the assignments as stated in Section 8.

(g) Once provisional assignments have been successfully completed, the CKC will add the applicant's name to the list of agility judges.

(9) Maintenance of Judging Licence

(a) A judge who has not judged at least one assignment for a period of three (3) years will be subject to repeating Stage 2 (Provisional Judging**).**

(b) Judges are expected to engage in a self-directed program of on-going education and keep current with all agility rule updates. They are also encouraged to attend CKC agility judge's workshops when offered.

G. Applicant Pointing Field Trial Judges [Board Motion #88-05-19]

(1) Eligibility Requirements

(a) The applicant must be nineteen (19) years of age or older.

(b) A person wishing to become a Field Trial judge must submit an application to The Canadian Kennel Club or the appropriate zone representative.

(c) To be eligible to judge, the applicant is required to have a sound background in handling and working with Pointing breed dogs in the field and must have handled a dog to five (5) placements* of which at least three (3) are in adult stakes in Pointing breed field trials. (Placements at AKC trials will be accepted when documentation is provided.)

**An applicant who has successfully completed the judge apprenticeship program (described below) must have handled a dog to 3 placements in adult stakes to be eligible to judge.*

(d) To become a qualified judge, the applicant must judge at least six (6) stakes, at three (3) different trials held by at least two (2) different clubs, of which three (3) stakes must have been a senior stake, and each time must officiate with a qualified judge.

(e) At the end of the stake, the qualified judge will submit to the Trial Secretary the appraisal form for the eligible judge which will be forwarded to The Canadian Kennel Club along with trial results.

(f) Once qualified, individuals may judge all stakes.

(g) If an individual has judged ten (10) CKC adult stakes but has not judged in over five (5) years, they may have their judging qualifications reinstated by writing the Field Trial open book judge exam and achieving a passing score of at least 90%.

(h) All judges, except for non-residents, must be regular members in good standing with The Canadian Kennel Club.

(i) AKC and AFTCA (Amateur Field Trial Clubs of America) judges shall be allowed to judge, provided they have judged at least five (5) prior judging assignments at the level to be judged or higher in their own jurisdiction, and have successfully completed the CKC judge's exam.

(2) Apprenticeship

(a) While not mandatory, it is strongly recommended that an individual hoping to become a field trial judge should apprentice with qualified judges. Completing the apprenticeship reduces slightly the eligibility requirement for a new judge, see #1 above.

(b) The apprentice applicant must submit an application to The Canadian Kennel Club or the appropriate zone representative.

(c) The applicant must have placed a dog at least once at the level they intend to apprentice.

(d) Upon acceptance into the apprenticeship program, this individual must apprentice at least twice at the stake level to be judged (or higher) within a three (3) year period from the date of acceptance.

(e) The apprenticeships must be done under at least two (2) different judges.

(f) An apprentice can only be permitted when two (2) qualified judges are judging a stake.

(g) Clubs shall obtain the consent of the judges accepting the assignment at that level before authorizing an apprentice to judge.

(h) At the end of each brace, the apprentice and one or both qualified judges will compare notes on the dogs' performance. However, the opinions of an apprentice as to the dogs' abilities shall not be considered in any way by the judges as part of the official evaluation of dogs.

(i) At the end of the stake, the qualified judges will submit to the Trial Secretary the apprentice appraisal form which will be forwarded to The Canadian Kennel Club along with trial results.

(j) Apprenticeships will not count as a judging assignment.

(k) The apprentice is responsible for keeping track of their records.

H. Applicant Pointing Field Dog Judges [Board Motion #11-09-19]

(1) Eligibility Requirements

(a) The applicant must be a member in good standing with The Canadian Kennel Club.

(b) The applicant must be nineteen (19) years of age or older.

(c) The applicant is required to have a sound background in handling pointing breed dogs in the field.

(d) The applicant, with the exception of applicants from Atlantic Canada Zones 1 and 2, must have handled and obtained an FD title or higher. Applicants from Atlantic Canada Zones 1 and 2 must have handled and obtained an FDJ title or

higher. Applicants from Atlantic Canada Zones 1 and 2 will not become qualified judges until they have handled and obtained an FD title or higher. [Board Motion #39-09-13]

(e) To become a qualified FDX judge, individuals must have run a dog, which has obtained one leg on an FDX test. To become a qualified FDA judge, individuals must have handled one (1) dog to one (1) qualifying leg in an FDA test. [Board Motion #11-09-19]

(f) Once qualified, individuals may judge, provided they have, during the past five (5) years, judged at least one test for which they were qualified. [Board Motion #37-09-13]

(g) An experienced judge that has not judged in over five (5) years may have his judging qualifications reinstated by writing an open book test. An experienced judge is an individual that was previously a qualified CKC FDX judge and has been continually involved in CKC Field Dog Tests as a participant or as a judge in another Pointing association/organization. [Board Motion #37-09-13]

(2) Apprenticeship

(a) A person wishing to apprentice as a Field Dog judge must submit an application to The Canadian Kennel Club or the appropriate zone representative.

(b) Upon acceptance into the apprenticeship program, the apprentice must complete the apprenticeship within a five (5) year period from the date of acceptance.

(c) The applicant must apprentice five (5) times with a minimum total of twenty-five (25) dogs in FDJ and a minimum total of fifteen (15) dogs in FD. This must be under three (3) different qualified judges. It is advantageous to apprentice under as many different qualified judges as possible. [Board Motion #11-09-19]

(d) The applicant must apprentice a total of three (3) FDX tests under three (3) different qualified judges to be qualified to judge FDX. The applicant must apprentice a total of three (3) FDA tests under three (3) different qualified judges to be qualified to judge FDA. [Board Motion #11-09-19]

(e) At the end of each brace or running of dogs, the apprentice and the qualified judge will compare notes on the dogs' performance.

(f) The qualified judge at the end of each test will submit to the Test Secretary the appraisal form which will be forwarded to The Canadian Kennel Club along with results.

(g) The apprentice is responsible to keep track of their records.

(3) Completion of Apprenticeship [Board Motion #11-09-19]

(a) At the completion of the apprenticeship program Head Office will check to ensure that the applicant has fulfilled the requirements of the program, and the level that the applicant has either titled a dog, or in the case of FDA and FDX, obtained a qualifying score, and will add his/her name and the level(s) qualified to judge to the list of qualified judges, notifies the apprentice and his/her Pointing Breed Council Representative(s), and publishes his/her name in the Official Publication and/or electronic posting. [Board Motion #80-03-22]

(4) Re-Qualifying [Board Motion #38-09-13]

(a) A judge that has not judged in over five (5) years may have his judging qualifications reinstated as follows:

(1) Submit an application to Head Office.

(2) Meet the eligibility requirements in Section 1 (a).

(3) Write an open book test. In order to pass the test, the judge must achieve a grade of 90%. The test must be returned to Head Office within thirty (30) days from the date of notification from The Canadian Kennel Club that the test is ready to be written otherwise the judge must re-apply. [Board Motion #11-09-19]

(4) There is no limit on the amount of times a test can be re-taken.

I. Applicant Tracking Test Judges

(1) Eligibility Requirements

(a) An applicant must be nineteen (19) years of age or over. [Board Motion #115-05-19]

(b) An applicant must be a regular member of The Canadian Kennel Club in good standing.

(c) An applicant must be a member of The Canadian Kennel Club for two (2) consecutive years immediately preceding the application.
[Board Motion #14-12-19]

(2) Qualifications

(a) An applicant must have acted as a Track Layer. [Board Motion #57-03-22]

(b) An applicant must have trained and handled a dog to a Tracking Dog Excellent (TDX) Test title and/or an Urban Tracking Dog Excellent (UTDX) Test title equivalent to the classes applied for within the five (5) years preceding the application. The applicant will not be permitted to establish eligibility to judge a Tracking Test class higher than that in which the applicant has personally trained and titled a dog. [Board Motion #57-03-22]

(c) An applicant must have been actively involved in Tracking Test activities within the five (5) years immediately preceding the application.

(3) Examination

(a) The applicant must submit a completed application with all the pertinent documentation to The Canadian Kennel Club Head Office. Confirmation of experience from clubs or judges shall be properly documented and verified. Once the application and supporting documentation have been verified by Head Office, the applicant will be notified whether or not the written exam may be taken.

(b) If the applicant is denied in whole or in part, the reason for such denial will be provided to the applicant. The applicant must wait one (1) full year before re-applying. During this period of time, the applicant is encouraged to pursue further relevant experience.

(c) Each individual, prior to apprenticing, shall successfully pass a written exam for the classes in which the applicant is applying to judge. The exam shall consist of a number of questions designed to test the applicant's knowledge of Tracking and Canadian Kennel Club rules.

(1) The exam must be taken within a three (3) month period after the applicant has been notified by Head Office that the exam is ready to be written.

(2) The Canadian Kennel Club Board member representing the zone in which the applicant resides, will arrange for a time and place for the exam to be written.

(3) The passing mark for the exam is 85%. The maximum number of times an applicant may write the exam is two (2). [Board Motion #28-09-12]

(4) If unsuccessful, an applicant must wait six (6) months from the initial writing before re-writing the exam. If the applicant is not successful in the re-write, then the file will be closed for that application. If the applicant re-applies, a new application must be submitted and all the policies in effect at that time must be followed.

(4) Apprentice Judges

(a) Once the written exam has been successfully completed, Head Office will contact the individual judge advising that the judge may commence his apprenticeship. At this time the applicant will be considered an apprentice judge.

(b) An apprentice must provide written notification requesting the opportunity to apprentice to the club and the officiating judge. This notification is to be delivered by regular mail or emailed at the time the assignment has been requested. [Board Motion 29-09-12]

(c) Clubs and judges cannot refuse a request for an apprentice assignment. They are expected to cooperate with the maximum number of apprentice judges allowed.

(d) Only one (1) apprentice judge per test shall be accepted. Judges completing their own initial assignment are exempt from this requirement.

(e) Apprenticing requirements: [Board Motion #12-03-13]

(1) TD and TDX
Three (3) tracking tests under three (3) different judges. Two (2) of the judges must be CKC licensed and one (1) of the judges may be AKC licensed for field tests.

(2) UTD and UTDX
Two (2) tracking tests under two (2) different judges. The judges may either be CKC licensed or be an AKC VST judges licensed for Urban tests.

(f) Before the commencement of the test, the apprentice judge will deliver to the officiating judge the Report on Apprentice Judge. The officiating judge will complete a report on the apprentice judge for submission to The Canadian Kennel Club Head Office. The apprentice judge's charts shall be forwarded to Head Office with the reports.

(g) An apprentice judge must receive three (3) satisfactory reports.

(h) If an apprentice judge receives three (3) unsatisfactory apprentice reports from three (3) separate officiating judges, the apprenticeship will be terminated and the applicant may re-apply after waiting one (1) full year from the time the apprenticeship was terminated. At that time the applicant must provide proof of additional experience and involvement in tracking.

(i) Under the supervision of the officiating judge the apprentice shall be responsible for the plotting of fifty (50%) percent of the tracks.

(j) An apprentice judge may not handle dogs at Tracking Tests at which the apprentice assignment takes place.

(k) After the test, the apprentice judge and officiating judge must discuss the assessment of the dogs' performances.

(l) Minimum requirements for judging at each level: [Board Motion #58-03-22]

TD – must assist with plotting seven (7) TD tracks and must be fully responsible for plotting an additional seven (7)

TDX – must assist with plotting three (3) TDX tracks and must be fully responsible for plotting an additional three (3)

UTD – must assist with plotting seven (7) UTD tracks and must be fully responsible for plotting an additional seven (7)

UTDX – must assist with plotting three (3) UTDX tracks and must be fully responsible for plotting an additional three (3)

If an applicant is already an approved field judge and is applying to judge urban, then the minimum requirements are reduced to:

UTD – must assist with plotting three (3) UTD tracks and must be fully responsible for plotting an additional three (3)

UTDX – must assist with plotting two (2) UTDX tracks and must be fully responsible for plotting an additional two (2)

If an applicant is already an approved urban judge and is applying to judge field, then the minimum requirements are reduced to:

TD – must assist with plotting three (3) TD tracks and must be fully responsible for plotting an additional three (3)

TDX – must assist with plotting two (2) TDX tracks and must be fully responsible for plotting an additional two (2)

If an applicant is simultaneously applying to judge field and urban, then the requirements are:

TD and UTD – must assist with plotting a combined total of ten (10) TD plus UTD tracks, and be fully responsible for plotting an additional combined total of ten (10) TD plus UTD tracks. The applicant must assist with plotting a minimum of three (3) tracks of each of TD and UTD, and must be fully responsible for plotting a minimum of an additional three (3) tracks of each of TD and UTD.

TDX and UTDX – must assist with plotting a combined total of five (5) TDX plus UTDX tracks, and be fully responsible for plotting an additional combined total of five (5) TDX plus UTDX tracks. The applicant must assist with plotting a minimum of two (2) tracks of each of TDX and UTDX, and must be fully responsible for plotting an additional two (2) tracks of each of TDX and UTDX.

(1) When assisting with plotting, the apprentice is required to participate in the decision-making process during the plotting of tracks. Final decisions are the responsibility of the officiating judge.

(2) All tracks plotted by the apprentice must be supervised and approved by a CKC-licensed judge before being used in the test.

(5) Licensing

(a) Upon successful completion of all of the requirements, the applicant will be issued a licence to judge.

(b) A judge that has not judged a Tracking Test in a five (5) year period will be required to complete one (1) apprentice assignment.

(c) An applicant must have acted as a Tracking Test Secretary and Tracking Test Superintendent (i.e., Tracking Test Chair). [Board Motion #57-03-22]

(6) Criteria for Licensing Urban Tracking Judges [Board Motion #116-05-19]

(a) A Canadian resident to become an Urban Tracking ("UT") judge must:

(1) be familiar with the rules for the CKC's Urban Tracking Tests
(2) titled a dog to the level applied for

(i) UTD title to apply to become a UTD judge

(ii) UTDX title to apply to become a UTDX judge

(b) Non-resident judges licensed by the AKC to judge at the VST level may judge UTD AND UTDX tests at CKC tests. Eligibility is contingent upon the judge being in good standing with The Canadian Kennel Club. [Board Motion #19-12-16]

(c) An applicant must have acted as a Tracking Test Secretary and Tracking Test Superintendent (i.e., Tracking Test Chair). [Board Motion #43-12-21]

J. Applicant Herding Trial Judges

(1) Eligibility Requirements

(a) An applicant must be a regular member in good standing with The Canadian Kennel Club for a minimum period of two (2) years immediately preceding the application to become a judge.

(b) An applicant must be eighteen (18) years of age or over.

(c) An applicant must be sponsored by a Canadian Kennel Club-licensed Herding Trial judge who is licensed at the same level or higher as the applicant judge.

(2) Qualifications

(a) An applicant must have personally trained and handled two (2) different dogs to a Canadian Kennel Club Advanced Herding title. This includes completing one (1) Started title and one (1) Intermediate title. [Board Motion #19-09-20]

(b) An applicant must act as a judge's scribe three (3) times under at least two (2) different judges at Canadian Kennel Club trials.

(c) An applicant must provide verification of stock handling experience at three (3) Herding Trials in at least two (2) different locations. Two (2) of which must be at Canadian Kennel Club trials.

(d) An applicant must provide evidence of livestock experience beyond that obtained by dog training, trialing, and working with trial livestock.

(3) Examination

(a) After the application has been verified the applicant must write an Open Book Test and achieve a passing grade of 95%. The test must be returned to Head Office within thirty (30) days from the date the applicant receives the test.

(b) The maximum number of times an applicant may re-write the test is two (2). An applicant re-writing the test must wait six (6) months from the initial writing. During this period of time, the applicant is expected to contact his mentor for on-going coaching and training.

(c) If the applicant fails the re-write, the applicant must wait one full year from the date of the re-write before re-applying. At that time, it will be expected that the applicant will provide evidence of relative on-going education.

(d) Once the written test has been successfully completed, Head Office will contact the individual and advise that the individual may commence his apprenticeship.

(e) An applicant re-applying after one year will be subject to the policies in effect at that time.

(4) Apprentice Judges

(a) The applicant must apprentice judge at a minimum of two (2) trials with at least twenty (20) dogs overall, under no less than two (2) different judges.

(b) To be approved to judge at Tending Trials, the applicant must successfully complete an open book test, and apprentice judge at a minimum of two (2) tending trials with no less than two (2) different judges. At least one dog from each class must be represented by the end of this apprenticeship. (Until January 1, 2018, this apprenticeship may be accomplished by apprentice judging at an

AKC ‘C’ course trial, having AKC judges confirm by way of a letter. If the applicant is licensed to judge AKC ‘C’ course trials, the apprenticeship will be waived until January 1, 2018). [Board Motion #33-06-14]

(c) Only licensed CKC Herding Trial Judges that have successfully completed judging a minimum of two (2) trials may have an apprentice judge.

(d) All officiating judges are to be notified, before the date of the trial, that they will have apprentice judges at that trial.

(e) Only one (1) apprentice judge shall be permitted to apprentice at any one herding trial unless prior approval is received from the officiating judge.

(f) Apprentice judges may not handle dogs during the trial at which they are apprentice judging.

(g) An apprentice judge must be supplied with score sheets for each competing dog at the trial by the trial-giving club.

(h) An apprentice judge must not disturb the officiating judge while the officiating judge is judging, nor shall the scores awarded by the apprentice judges have any bearing on the official score awarded each dog by the officiating judge.

(i) Prior to the commencement of the assignment, the apprentice judge will provide to the officiating judge the report from Head Office with instructions.

(i) After the completion of the class or classes, the officiating judge will be required to discuss the performance of the apprentice judge and his scores with him.

(ii) The apprentice judge shall have the opportunity to provide an explanation for any significant scoring differences between his scores and those of the officiating judge. Any such explanations should be provided to Head Office with the report completed by the officiating judge.

(5) Licensing

Upon completion of the apprenticing requirements, the applicant will be notified by Head Office that the applicant will be eligible to accept unlimited assignments. If the individual is not successful, the individual will be notified by Head Office that due to unsatisfactory performance the application is being terminated.

(6) Non-Resident Judges [Board Motion #19-12-16]

To judge in Canada, a non-resident judge must be licensed by a Canadian Kennel Club-recognized foreign kennel club and be in good standing with that authority. Eligibility is contingent upon the judge being in good standing with The Canadian Kennel Club.

K. Applicant Draft Dog Test Judges [Board Motion #37-12-18]

(1) Eligibility Requirements

(a) An applicant must have been a regular member in good standing with The Canadian Kennel Club (CKC).

(b) An applicant must be a member of (CKC) for two (2) consecutive years immediately preceding the application.

(c) An applicant must be nineteen (19) years of age or over.

(2) Qualifications [Board Motion #37-12-18, #15-03-24]

(a) An applicant must have personally instructed draft dog classes, trained, handled and earned a CKC Draft Dog Test title on at least one (1) dog for each level of competition at which he/she wishes to judge.

(b) The club, organization or the participant must provide written verification where the applicant instructed classes. If there is no club or organization involvement, the applicant is to provide letters of confirmation from at least two (2) participants that are CKC members. These forms are to be submitted to the CKC.

(c) Prior to becoming licensed, an applicant must serve as a Draft Dog Test Chair or Test Secretary, and also Chief Steward at a CKC Draft Dog Test which offers DD and DDX. Documentation regarding these assignments must be verified in writing by the club and/or Event Secretary. All documentation is to be submitted by the club.

(3) Apprenticing [Board Motion #37-12-18]

(a) Once the application and supporting documentation have been approved by the CKC, the applicant will be required to apprentice judge a minimum of eight (8) DD entries and two (2) DDX entries which may include Brace at either level. The applicant is required to apprentice judge at a minimum of two (2) separate Draft Dog tests that are held at least three (3) months apart. [Board Motion #04-06-11, #15-03-24]

(b) The applicant will be required to observe and mark his/her own marking sheets for the dogs/teams, independently. Marking sheets will be provided by the club. The applicant will explain his/her pass or fails with the judges after the test.

(c) The applicant must ensure at the conclusion of the test that the officiating judges completes a Report On Apprentice Draft Dog Test Judge, which must be returned to the CKC with the test results by the officiating judge or club officials.

(d) The applicant must receive a minimum of two (2) reports. On the Apprentice Draft Dog Test Judge form, for each level of competition, indicating that the officiating judge(s) recommends approval of the applicant. Submitted by the officiating judges or club official not the applicant.

(e) Upon completion of each apprenticing assignment, the applicant is required to review his/her score sheets with the officiating judges, at the judges' convenience, after the conclusion of judging.

(4) Licensing [Board Motion #37-12-18]

(a) Upon review of the applicant's reports, CKC will communicate with the applicant regarding his/her approval.

L. Applicant Earthdog Test Judges [Board Motion #26-06-26]

(1) Eligibility Requirements

(a) An applicant must meet the following criteria:

(1) The applicant must be eighteen (18) years of age or over.

(2) The applicant must be a regular member in good standing of The Canadian Kennel Club.

(3) The applicant must submit a completed application with all pertinent documentation to Head Office.

(4) The applicant must meet the requirements as set out in the Qualifications section of this policy regarding each class.

(5) An applicant must provide evidence of experience (judging or otherwise) with Working Terriers and Dachshunds.

(2) Qualifications

(a) The applicant must act as a gate or den steward at a minimum of two (2) CKC Earthdog Tests at the level for which judging is being sought. Written verification is required.

(1) Introduction to Quarry and Novice:

(i) The applicant must have handled a dog at least twice in a CKC Introduction to Quarry or Novice class. Verification will be required (i.e., copy of catalogue page and/or letter from the owner of the dog if it is not the handler).

(2) Junior Earthdog:

(i) The applicant must have handled a dog at least twice in a CKC Junior Earthdog class. Verification will be required (i.e., copy of catalogue page and/or letter from the owner of the dog if it is not the handler).

(3) Senior Earthdog:

(i) The applicant must have handled a dog a minimum of three (3) times in a CKC Senior Earthdog class. Verification will be required (i.e., copy of catalogue page and/or letter from the owner of the dog if it is not the handler).

(ii) The applicant must act as a Judge's steward a minimum of three (3) times at a CKC Earthdog Test.

(4) Advanced Earthdog:

(i) The applicant must have handled a dog a minimum of four (4) times in a CKC Advanced or Master Earthdog class. Verification will be required (i.e., copy of catalogue page and/or letter from the owner of the dog if it is not the handler).

(ii) The applicant must act as a Judge's steward at the Advanced or Master level a minimum of four (4) times at a CKC Earthdog Test.

(5) Master Earthdog:

(i) The applicant must have handled a dog a minimum of four (4) times in a CKC Master Earthdog class. Verification will be required (i.e., copy of catalogue page and/or letter from the owner of the dog if it is not the handler).

(ii) The applicant must act as a Judge's steward at the Master Level a minimum of four (4) times at a CKC Earthdog Test.

(3) Open Book Test

(a) Each individual prior to apprenticing must write an Open Book Test for the level of judging which is being sought. In order to pass the test, the applicant must achieve an overall grade of eighty percent (80%). The test will be forwarded to the applicant and must be returned to Head Office within thirty (30) days from the date of notification from The Canadian Kennel Club that the test is ready to be written, otherwise the applicant must re-apply.

(b) If the applicant is unsuccessful in writing the Open Book Test the applicant must wait six (6) months from the date of receipt at Head Office of the failed test before applying to re-write the test. If the judge is unsuccessful in the second re-write the judge must wait one (1) full year before re-applying to become a judge. When the applicant re-applies after the one (1) year waiting period, the applicant must demonstrate further work experience with Earthdog Tests.

(c) An applicant re-applying after one (1) full year from initial writing shall be subject to the policies in effect at that time.

(d) A judge licensed to judge Introduction to Quarry is automatically eligible to judge Novice on successful completion of the Novice Open Book Test.

(e) A judge licensed to judge Master is automatically eligible to judge Advanced on completion of the Open Book test.

(4) Apprenticing

(a) Introduction to Quarry:

(1) The applicant must apprentice in the Introduction to Quarry class at a CKC Earthdog Test a minimum of three (3) times under two (2) different licensed judges. Provided the appropriate CKC form is completed, signed and submitted, one apprenticeship may take place in the Introduction to Quarry class at an AKC Licenced Earthdog test.

(2) The applicant must apprentice judge a minimum of thirty (30) dogs representing at least four (4) Earthdog test breeds.

(3) The applicant must receive at least two (2) apprentice reports, signed by licensed judges, indicating that the applicant is competent to judge this level.

(b) Novice:

(1) The applicant must apprentice in the Introduction to Quarry or Novice class at a CKC Earthdog Test a minimum of three (3) times under two (2) different licensed judges. Provided the appropriate CKC form is completed, signed and submitted, one apprenticeship may take place in the Introduction to Quarry or Novice class at an AKC Licensed Earthdog test.

(2) The applicant must apprentice judge a minimum of thirty (30) dogs representing at least four (4) Earthdog test breeds.

(3) The applicant must receive at least two (2) apprentice reports, signed by licensed judges, indicating that the applicant is competent to judge this level.

(c) Junior Earthdog:

(1) The applicant must apprentice in the Junior Earthdog class at a CKC Earthdog Test a minimum of three (3) times under two (2) different licensed judges.

(2) The applicant must apprentice judge a minimum of thirty (30) dogs representing at least six (6) earthdog test breeds. Provided the appropriate CKC form is completed, signed and submitted, one apprenticeship may take place in the Junior Earthdog class at an AKC Licensed Earthdog test.

(3) The applicant receives at least two (2) apprentice reports signed by licensed judges, indicating that the applicant is competent to judge this level.

(d) Senior Earthdog:

(1) The applicant must apprentice in the Senior Earthdog class at a CKC Earthdog Test a minimum of four (4) times under three (3) different judges. Provided the appropriate CKC form is completed, signed and submitted, one apprenticeship may take place in the Senior Earthdog class at an AKC Licensed Earthdog test.

(2) The applicant must have apprentice judged a minimum of twenty-four (24) dogs representing at least three (3) earthdog test breeds.

(3) The applicant must receive at least three (3) apprentice reports, signed by licensed judges, indicating that the applicant is competent to judge this level.

(e) Advanced Earthdog:

(1) The applicant must apprentice in the Advanced or Master Earthdog class at a CKC Earthdog Test a minimum of four (4) times under three (3) different judges. Provided the appropriate CKC form is completed, signed and submitted, one apprenticeship may take place in the Master Earthdog class at an AKC Licensed Earthdog test.

(2) The applicant must have apprentice judged a minimum of twenty-four (24) dogs representing at least three (3) earthdog test breeds.

(3) The applicant must receive at least three (3) apprentice reports, signed by licensed judges, indicating that the applicant is competent to judge this level.

(f) Master Earthdog:

(1) The applicant must apprentice in the Master Earthdog class at a CKC Earthdog Test a minimum of four (4) times under four (4) different judges.

(2) The applicant must have apprentice judged a minimum of twenty-four (24) dogs representing at least three (3) earthdog test breeds.

(3) The applicant must receive at least four (4) apprentice reports, signed by licensed judges, indicating that the applicant is competent to judge this level.

(g) The apprentice judge must ensure that the officiating judge completes a Report On Apprentice Earthdog Test Judge to be submitted to CKC Head Office with the test results.

(h) The apprentice judge is responsible for contacting the Test Secretary with a request to apprentice.

(i) The Test Secretary is responsible for notifying the officiating judge that there will be an apprentice

(j) No more than one (1) apprentice judge shall be permitted to apprentice in each class at any one (1) earthdog test.

(k) An apprentice judge must be supplied with score sheets for the class being apprenticed for.

(l) At the judge's discretion, an apprentice judge may independently score the dogs. The apprentice scores shall not be considered in determining whether a dog passes or fails. They may listen as the judge explains the results of the test to the participants but may not offer additional comments to the participants. Conversation between the judge and apprentice should be restricted to those times when it will not cause a distraction to the dog being tested.

(m) Apprentice judge's score sheets shall not be distributed to the participants and must be filed with the test secretary at the conclusion of the test to be forwarded to the CKC.

(n) An apprentice may handle a dog in a class during the test in which they are apprenticing provided they run at the end of the class. Their dog (or Brace in the case of Master) will not count in their total number of dogs judged in that class. A dog owned by the apprentice but handled by someone else will also not count in their total number of dogs judged in that class. An apprentice may also handle a dog in any other class at that test.

Note: For the purpose of meeting the apprenticing requirements, Miniature Dachshunds and Standard Dachshunds will be counted as two (2) separate breeds.

(5) Licensing

(a) Once all of the apprenticeship requirements have been completed and reviewed by Head Office and providing that the apprentice judge has successfully completed these requirements, the apprentice judge will be licensed.

(b) A licensed judge who has not judged for five (5) years must successfully complete the open book test on the level(s) for which they are currently licensed. If unsuccessful, they shall lose all judging privileges and must re-qualify in accordance with the policies in effect at the time. [Board Motion #20-09-20]

M. Applicant Lure Coursing Field Trial Judges [Board Motions #16-09-15, #15-12-19]

(1) Qualifications

Applicants must abide by the same rules and regulations governing provisional and fully licensed judges as indicated in the Lure Course Field Trial Rules & Regulations.

(a) The applicant must meet all of the following requirements before an application to become a lure coursing field trial judge will be considered.

(i) Must be eighteen (18) years of age or older.

(ii) Must be a CKC regular member in good standing.

(iii) Must be familiar with the rules and regulations of the CKC.

(iv) Must have a general knowledge of the coursing abilities of CKC breeds for which application has been made.

(v) Must have participated in lure coursing field trials in some official capacity and provide written confirmation from CKC clubs where and what they have performed as their official capacity experience.

(vi) Must have a minimum of three (3) years lure coursing or open field experience.

(vii) Must file the appropriate application.

(2) Apprenticing

(a) In addition to fulfilling the general qualifications, the applicant must within three (3) years of applying:

(i) Act as an apprentice judge for each breed applied for at least three (3) times under three (3) different approved judges at three (3) separate trials.

(ii) Complete the apprentice assignments at regular approved lure coursing field trials with at least two (2) dogs in each course, receiving not less than three (3) favourable reports.

iii) An applicant can only apprentice under one (1) judge per breed at the same trial.

(b) The apprentice judging may be completed at regular ASFA trials under ASFA or CKC judges licensed for the breed being apprenticed for; with a minimum of five (5) breeds being apprentice judged at CKC trials.

(c) The judge under whom the applicant has apprenticed must complete a confidential Report on the Apprentice Judge form. The judge must return the completed confidential form in a sealed envelope to the Field Trial Secretary who will submit this form addressed to the chair of the judges' approval committee to the CKC with the field trial results.

(d) The applicant will retain the completed apprentice judge's score sheets from each apprentice assignment and submit them as soon as possible after the trial.

(e) Approved judges must allow a person interested in judging, who is not a member of their immediate family, to apprentice judge under them.

(f) Approved judges must honestly complete the Report on Apprentice Judges form for each apprentice whether or not the apprenticeship is successful.

(g) Approved judges are expected to offer help and encouragement to all apprentices.

(h) Once an individual has successfully completed at least three (3) apprentice assignments in accordance with the above requirements, the individual will be notified by the CKC whether or not the individual may now judge provisionally those breeds for which he/she apprentice judged.

(3) Provisional Judge

(a) The provisional judge must judge each provisional breed within three (3) years under three (3) different approved judges at approved CKC lure coursing field trials with at least two (2) dogs in each course, receiving no less than three (3) favourable reports.

(b) On all premium lists the provisional judge's name shall be preceded by an asterisk denoting that judge's provisional status.

(c) The name of a person who has successfully completed the provisional judging requirements, will be added to the CKC's list of approved judges for those breeds which he/she has successfully provisionally judged in accordance with the above requirements.

(d) A judge is qualified to be an all-breed judge upon being granted full approved judging status for six (6) breeds.

(e) Provisional Lure Coursing judges (any breed/breeds) may judge official Singles Stakes at approved CKC lure coursing field trials, solo or with a second judge. [Board Motion #101-09-24]

(4) Field Trial Conformation Shows & Sighthound Specialty Shows [Board Motion #14-09-18]

(a) Judges who are licensed to judge the Group 2 eligible Lure Coursing Breeds be allowed to judge Italian Greyhounds for the purpose of Field Trial Conformation Shows and Sighthound Specialty Shows even if they are not licensed to judge any Group 5 breeds.

(b) Write a breed test for the Italian Greyhound.

(c) Only be allowed to judge field trial conformation or sighthound specialties when approved.

N. Applicant Scent Detection Judges [Board Motions #46-06-18**,** #03-10-18**]**

(1) Eligibility Requirements – New Applicants

The applicant must submit a completed application with all the pertinent documentation to The Canadian Kennel Club Head Office. Confirmation of experience from clubs or judges shall accompany the application and will be verified.

(a) General Requirement

(1) An applicant must be twenty-one years (21) of age or older.

(2) An applicant must be a member of The Canadian Kennel Club for five (5) consecutive years immediately preceding the application.

(3) An applicant must have within five (5) years preceding the application completed a CKC Excellent Scent Detection title, an AKC Excellent Scent Work title or a SDDA Excellent Nose Work Title.

OR

An applicant who is an existing AKC Scent Work judge and a resident of Canada, is eligible providing the above general requirements are met.

OR

Applicants applying in 2018, 2019, 2020 and 2021 to judge Scent Detection Events:

In lieu of the requirements above, applicants who are a member of the Canadian Kennel Club, and twenty-one (21) years of age or older**,** may provide proof that they are currently approved to judge SDDA Nose Work, NACSW K9 Nosework, UKC Nosework, AKC Scent Work or CWAG All Class Scent Judge.

If the applicant is denied in whole or in part, the reason for such denial will be provided to the Applicant. The applicant must wait one (1) full year before re-applying. During this time the applicant is encouraged to pursue further relevant experience.

Once the application and supporting documentation have been verified by Head Office, the applicant will be notified whether or not Open book exam may be taken.

(2) Qualifications

(a) Examination

(i) Each individual shall successfully pass a written exam for the classes in which the applicant is applying to judge. The exam shall consist of a number of questions designed to test the applicant's knowledge of Scent Detection and The Canadian Kennel Club Policies.

(ii) The exam must be taken within a three (3) month period after the applicant has been notified by Head Office that the exam is ready to be written.

(iii) The passing mark for the exam is 85%. The maximum number of times an applicant may write the exam is two (2).

(iv) If unsuccessful, an applicant must wait six (6) months from writing the initial exam before re-writing the exam. If the applicant is not successful in the re-write, then the file will be closed for that application. If the applicant re-applies, a new application must be submitted and all the policies in effect at that time must be followed.

(b) Sanction Matches [Board Motion #36-12-20]

(i) The applicant must judge five (5) dogs at each level of novice, open and excellent, and have judged container, interior, and exterior. The Zone Director must appoint someone to observe the applicant for sanction matches.

(c) Non-Resident Judges

(i) Non-resident judges licensed by and in good standing with a foreign kennel club recognized by the CKC who are licensed to judge all scent detection/nose work classes in their country of residence may be approved to judge Canadian Kennel Club Scent Detection events. A non-resident judge who is on a provisional, permit or apprentice basis (for a particular class/stake) is not eligible to judge those classes.

(ii) Non-resident judges will be asked to review the online version of the Scent Detection Rules and Regulations rulebook.

(iii) Non-resident judges who judge at Canadian Kennel Club Scent Detection Events for the first time will be observed.

(iv) Eligibility is contingent upon the judge being in good standing with The Canadian Kennel Club.

(3) Apprenticing (Shadow judging) [Board Motion #79-09-26]

(a) Apprenticeship assignments may be completed in any zone provided they are under two (2) different CKC Scent Detection judges in good standing fully licensed to judge all classes. To evaluate apprentice judges, judges must have been fully licensed for at least two (2) years and have judged at least three (3) trials during the last five (5) years.

(b) The apprentice judge is responsible for contacting the Trial Secretary with a request to apprentice. Clubs and officiating judges cannot refuse a request for an apprenticeship assignment.

(c) The Trial Secretary is responsible for notifying the officiating judge that there will be an apprentice.

(d) No more than one (1) apprentice judge shall be permitted to apprentice in each class at any one (1) scent detection trial.

(e) An apprentice judge must be supplied with score sheets and/or judges books for the class being apprenticed for.

(f) The apprentice judge will be present while the officiating judge is setting hides and will independently prepare plotting forms for the trial search areas for review by the officiating judge.

(g) The apprentice judge must judge a total of at least five (5) dogs in Instinct and ten (10) dogs in in each of Novice, Open, Excellent and Master and all three (3) components (containers, interior, exterior) at least two (2) different CKC Scent Detection trials.

(h) At the judge's discretion, an apprentice judge may independently score the dogs. Whether a dog passes or fails should not be based on the apprentice judge's scores. The apprentice scores shall not be considered in determining whether a dog passes or fails. They may listen if the judge explains the results of the trial to the participants but may not offer additional comments. Constructive communication between the judge and apprentice should only take place when it will not cause a distraction to the dog under judgement.

(i) Apprentice judge's sheets and books will not be distributed to the participants and must be filed with the Trial secretary at the conclusion of the trial.

(j) An apprentice may not handle a dog in a class during the trial in which they are apprenticing but may handle a dog in any other class at that trial providing it does not interfere with the running of the trial.

(k) The applicant must receive two (2) positive apprentice reports, signed by CKC fully licensed Scent Detection judges indicating that the applicant is competent to move on to the provisional stage of the process.

(l) The apprentice judge must ensure that the officiating judge completes a Report On Apprentice Scent Detection Trial Judge to be submitted to CKC Head Office with the trial results.

(m) The applicant must have completed both their Apprenticeship and Provisional judging before being fully licensed to judge Instinct, Novice and Open and before apprenticing in Excellent and Master.

(4) Provisional Judging [Board Motion #77-09-26]

(a) Provisional judging assignments may be completed in any zone provided they are under two (2) different CKC Scent Detection judges in good standing fully licensed to judge all classes. To evaluate provisional judges, licensed judges must have been fully licensed for at least two (2) years and have judged at least three (3) trials in the last five (5) years.

(b) The provisional judge is responsible for contacting the Trial Secretary with a request for a provisional assignment.

(c) The Trial Secretary is responsible for notifying the officiating judge that there will be a provisional judge.

(d) The provisional judge is responsible for the all aspects of judging from providing odour to final paperwork and outlined in the report on provisional Scent Detection Trial Judge.

(e) The provisional judge shall be judging the searches while under the evaluation and guidance of the officiating judge.

(f) The provisional judge will design the searches for the classes for which the judge is judging.

(g) Accompanied by the officiating judge, the provisional judge will conduct the handlers briefing for the classes that the provisional judge is judging.

(h) The officiating judge shall have full discretionary powers in making final decisions.

(i) Following the class, the judge will review any concerns and/or discrepancies with the provisional judge.

(j) The provisional judge must judge a total of at least ten (10) dogs per class and component over at least two (2) different trials. Provisional judging of the Instinct class is not required.

(k) The officiating judge must complete a Report On Provisional Scent Detection Trial Judge and submit it to the Trial Secretary, who shall forward it (e-mail) to the provisional judge and to the CKC.

(l) The provisional and officiating judges must co-sign the appropriate reports.

(m) If the provisional judge receives two (2) positive reports, they will be added to the list of licensed judges for the classes completed and the CKC Head Office will notify the applicant judge.

(n) Once the provisional judge has been notified by CKC that he/she is licensed for certain levels, the provisional judge is eligible to accept official assignments with clubs for those classes.

O. Applicant Fetch Test Judges [Board Motion #52-02&03-26]

(1) Eligibility Requirements

(a) An applicant must be twenty-one (21) years of age or over.

(b) An applicant must be a regular member in good standing with The Canadian Kennel Club.

(c) An applicant must be a member of the Canadian Kennel Club for three (3) consecutive years immediately preceding the application.

(d) An applicant must be a resident of Canada.

(e) An applicant must submit a completed application with all the pertinent information and requirements to the CKC for approval.

(2) Qualifications

(a) An applicant must be a licensed CKC judge for any other event type, other than CGN Evaluator.

(b) An applicant must successfully complete the Fetch training and test in the American Kennel Club (AKC) Canine College.

(3) General

(a) Fetch Test judges must abide by the CKC Code of Ethics for Judges.

P. Applicant Chase Ability Program Judges [Board Motion #28-06-18]

(1) Qualifications

(a) An existing Licensed Lure Coursing Field Trial Judge is automatically approved to judge Chase Ability Program tests.

OR

(b) The applicant must meet all of the following requirements before an application to become a chase ability program judge will be considered:

(i) Must be eighteen (18) years of age or older.

(ii) Must be a CKC regular member in good standing.

(iii) Must be familiar with the rules and regulations of the CKC.

(iv) Must have participated in lure coursing field trials in some capacity.

(v) Must file the appropriate application along with written endorsements from a lure coursing club and at least one (1) licensed lure coursing judge.

P. Non-Resident Judges Now Residing in Canada

(1) Judging in Canada

(a) A non-resident judge who has established residency in Canada, may judge at Canadian Kennel Club events under a foreign licence issued by a Canadian Kennel Club-recognized Kennel Club for a period of twenty-four (24) months. Any assignment beyond twenty-four (24) months will not be approved.

(b) A non-resident judge residing in Canada who has not applied for a Canadian Kennel Club licence after twenty-four (24) months from date of establishing residency in Canada will not be approved to judge at Canadian Kennel Club events.

(2) Requirements for Canadian Kennel Club Licensing [Board Motion #16-03-20]

(a) An applicant judge at the time of application, and throughout the duration of maintaining the CKC Judging Licence, must be a regular member in good standing with The Canadian Kennel Club.

(b) An applicant must be a resident of Canada.

(c) An applicant must submit a completed application to Head Office along with all the pertinent and supporting documentation from the country in which the licence was obtained. The appropriate administrative fee as set by the Board will be charged.

(d) Only licences issued by a Canadian Kennel Club-recognized Kennel Club will be accepted.

(e) The applicant's name will be published in the *Official Publication* and/or posted electronically.

(f) Once the application and supporting documentation have been verified, and prior to issuing a licence or permit, the judge must successfully pass the following sections of the judge's initial exam:

(i) Part D – Rules and Procedures – 85%

(ii) Part A – Breed Standards
Disqualifications on a maximum of six (6) breeds per group as selected by the Canadian Kennel club on the breeds applied for – 100%

(iii) Part B on six (6) breeds per group as selected by The Canadian Kennel Club on the breeds applied for – 100%

(g) The exam must be taken within a three (3) month period after the applicant has been notified by Head Office that the exam is ready to be written. The Canadian Kennel Club Board member representing the zone in which the applicant resides, will arrange for a time and place for the exam to be written. Should the exam not be taken within this time period, the applicant must re-submit an application.

(h) The maximum number of times that an applicant judge may write the examination is two (2). An applicant judge re-writing the exam or parts thereof must wait six (6) months from the initial writing. If the applicant is not successful in the re-write, then the file will be closed for that application and the judge will not be approved to judge at Canadian Kennel Club events.

(i) Once the exam has been successfully completed, the Event Officiating Committee will determine whether the applicant will be licensed or a permit issued for the breeds applied for. If the applicant is denied in whole or in part, the reason for such denial will be provided to the applicant.

(j) Prior to issuing an all-breed, group or breed licence, the judge must successfully complete two (2) assignments. Each assignment will be observed as per policy.

(k) Once a licence or permit has been issued, the judge will transition into the applicable part of the regular Canadian Kennel Club judges' program.

Q. Emeritus Judge Policy [Board Motions #10-03-11, #25-12-15, 11-12-17, #45-03-18]

(1) General

(a) Only individuals who are CKC-licensed judges are eligible to be considered for the status of an Emeritus Judge.

(b) Only individuals who have been a CKC-licensed judge for a period of at least five (5) years may be issued Emeritus status.

(c) A certificate and accompanying letter will be forwarded to each judge with Emeritus status.

(d) Judges that have Emeritus status will continue to be listed in the CKC Judges Directory and will be identified as an Emeritus Judge.

(e) Emeritus judges are only permitted to judge official events as stated in the policy applicable to the event type within the Emeritus Judge policy.

(f) All judges with Emeritus status must comply with Chapter VII, Judges, Section A, General, 4. of the Policy & Procedures Manual regarding capabilities and fitness to judge.

(g) Judges that wish to be enrolled in the Emeritus Judge Program must submit a written request (via mail, fax, or e-mail) to The Canadian Kennel Club Head Office.

(h) If a judge has not judged for a period of three (3) or more years, and has not communicated with the CKC regarding their judging licence, The Canadian Kennel Club may choose to contact the judge and offer enrollment into the Emeritus Judge Program.

(2) Emeritus Conformation Judges [Board Motion #95-09-25]

An Emeritus Conformation judge can officiate one (1) Best in Show per year, at an All-Breed Show, providing that he was previously eligible to judge Best in Show.

Requirements for Emeritus Conformation Judges to be reinstated as a licensed judge:

(a) Once a Conformation judge has been enrolled in the Emeritus Judge Program for a period of time greater than three (3) years, in order to be reinstated as a licensed judge, the following requirements must be met:

(i) CKC membership must have been maintained each year.

(ii) Glossary and Anatomy of a Dog and Ring Procedures Sections of the Initial Conformation Judges Exam must be successfully rewritten.

(iii) A new complete set of Breed Standards must be purchased from the CKC by the applicant.

(iv) Successfully complete open book tests for all of the new breeds eligible to compete since the date of enrollment into the Emeritus program.

(b) Once a Conformation judge has been enrolled in the Emeritus Judge Program for a period of time less than three (3) years, in order to be reinstated as a licensed judge, the following requirements must be met:

(i) CKC membership must have been maintained each year.

(ii) The applicant must purchase the Breed Standard Revision packages that have been released since date of enrolment in the program.

(iii) Successfully complete open book tests for all of the new breeds eligible to compete since the date of enrollment into the Emeritus program.

(3) Emeritus Obedience Trial / Emeritus Rally Obedience Trial Judges

An Emeritus Obedience Trial / Rally Obedience Trial judge can officiate at one (1) trial (i.e., 1 event number) per year providing that the judge was previously eligible to judge all levels of competition for the type of trial the judge is being asked to judge.

Requirements for Emeritus Obedience Trial or Rally Obedience Trial Judges to be reinstated as a licensed judge:

(a) Once an Obedience / Rally Obedience judge has been enrolled in the Emeritus Program for a period of time greater than three (3) years, in order to be reinstated as a licensed judge, the following requirements must be met:

(i) CKC membership must have been maintained each year.

(ii) Obedience Trial Judges must successfully complete the General section of the Obedience Trial Judges Initial Exam. Rally Obedience Trial Judges must successfully complete a written judge's exam.

(b) Once an Obedience Trial/Rally Obedience Trial judge has been enrolled in the Emeritus Program for a period of time less than three (3) years, in order to be reinstated as a licensed judge, the following requirements must be met:

(i) CKC membership must have been maintained each year.

(ii) The applicant must purchase the most current Obedience Trial & Rally Obedience Trial Rules & Regulations from the CKC.

(4) Emeritus Agility Trial Judges

An Emeritus Agility Trial judge can officiate at one (1) trial (i.e., 1 event number), for one (1) class, per year providing that the judge was previously eligible to judge all levels of competition in CKC agility trials.

Requirements for Emeritus Agility Trial Judges to be reinstated as a licensed judge:

(a) In order to be reinstated as a licensed judge, the following requirements must be met by an Emeritus Agility Trial Judge:

(i) CKC membership must have been maintained each year.

(ii) Must successfully complete the Agility Trial Judges Open Book Test.

(iii) Must be able to submit course designs for approval as required by the CKC.

(iv) The applicant must purchase the most current Agility Rules & Regulations from the CKC.

(5) Emeritus Judges for all other Performance Events

Emeritus Judges for Retriever Field Trials & Hunt Tests, Spaniel Open and Amateur All Age Field Trials, Spaniel Hunt Tests, Draft Dog Tests, Earthdog Tests, Beagles Field Trials, Pointing Field Trials, Pointing Field Dog Tests, Tracking Tests, Lure Coursing Field Trials, Chase Ability, and Herding Trials can officiate one (1) class/stake at one (1) trial or one (1) test (i.e., one (1) event number) per year providing that the judge was previously eligible to judge all levels of competition for that specific type of trial or test.

Requirements for Emeritus Judges for all other performance events to be reinstated as a licensed judge:

(a) In order to be reinstated as a licensed judge, the following requirements must be met:

(i) CKC membership must have been maintained each year.

(ii) Must successfully complete the appropriate judges Open Book Test.

(iii) The applicant must purchase the most current Rules & Regulations pertaining to the appropriate event type from the CKC.

R. Interim Administrative Suspension of Judging License [Board Motion #39-09-20, #92-07-26]

(1) The purpose of this Section R is to provide interim protection to the CKC, CKC members, members of the public who are participants in and attendees at CKC events and CKC-authorized events, officials at such events, and the reputation and integrity of the CKC and its events and authorized events from harm caused by alleged Improper Conduct (as hereafter defined) by any CKC-licensed judge (hereafter, a **"Judge"**).

(2) In this Section, **"Improper Conduct"** means any of the following conduct:

(a) assault or other violent, dangerous, or unsafe conduct, or threat of same;
(b) sexual assault, sexual misconduct, or sexual interference or other sexual offences;
(c) harassment or bullying
(d) fraud, theft, dishonesty or breach of trust;
(e) unlawful possession of weapons;
(f) animal cruelty, neglect, inhumane treatment, or any other conduct involving the mistreatment of animals;
(g) any other conduct that may reasonably be expected to bring the CKC into disrepute or compromise the CKC's integrity or reputation, including any conduct that is prohibited by the *Criminal Code* of Canada;
(h) failure to comply with any obligation imposed by this policy on a Judge.

(3) An interim suspension of a judging licence under this section is only administrative and precautionary in nature, is not disciplinary in nature, and shall not constitute a finding of guilt, wrongdoing or misconduct.

(4) Any Judge who is charged with or convicted of an offence involving, or is being investigated by a legally authorized investigative body concerning, suspected Improper Conduct must immediately report such charge, conviction or investigation to the Executive Director of the CKC. The Judge must provide further reports in order to keep the Executive Director apprised of all further occurrences and developments with respect to the matter in issue.

The report and further reports required of a Judge must include the following information:

(a) the nature of the charge, conviction or investigation;

(b) the date of the charge, of the incident giving rise to the charge or investigation, of the Judge becoming aware of the investigation;

(c) the dates and results of all scheduled appearances in court or before any other adjudicative or investigative body, including any conditions imposed on the Judge;

(d) the disposition or result of any charges or investigations, including any conviction, acquittal, withdrawal of charges or termination of an investigation.

The Judge's report and further reports may include any additional information that the Judge considers relevant to the Board's review of the matter and the exercise of the Board's authority to order an interim administrative suspension of the Judge's license under paragraph (5).

The Executive Director may request, and the Judge shall promptly provide, any additional information that may reasonably be required or of assistance in order for the Board to assess the matter in issue.

(5) Upon receipt of information, from any source including the Judge, a member of the CKC, or a member of the public, that a Judge has been charged with, or convicted of an offence involving, or is being investigated concerning, suspected Improper Conduct, the Executive Director shall refer the matter to the Board for review. Where the Board determines that the circumstances warrant such action, the Board may order an interim temporary administrative suspension of the Judge's judging licence, for such period (subject to paragraphs (8) and (9) and under such conditions as the Board considers appropriate.

(6) In determining whether an interim administrative suspension is appropriate, the Board may consider:

(a) the nature and seriousness of the Prohibited Conduct alleged to have been engaged in by the Judge;

(b) the potential risk to those ought to be protected by this policy, referred to in paragraph (1) above;

(c) the impact on the integrity of the reputation of the Club;

(d) any restrictions imposed by law enforcement, courts or regulatory authorities; and

(e) any other relevant circumstances and factors.

(7) During the interim administrative suspension, the Judge shall not, unless authorized by the Board:

(a) attend any CKC events or CKC-authorized events;

(b) judge, officiate, or perform any licensed function on behalf of the CKC;

(c) represent the CKC in any capacity, whether in person, electronically, or through social media; or

(d) serve as an officer (as defined in the By-laws), committee member, council member, or in any other appointed position.

Any CKC position held by a Judge whose license has been suspended under this policy shall be deemed vacant for the duration of the suspension, unless otherwise determined by the Board.

(8) The Board may periodically review any interim administrative suspension and may continue, modify, or remove the suspension if in the Board's opinion the circumstances warrant such action. A Judge, who is under an interim administrative suspension, may at any time apply in writing to the Board for such a review, stating the grounds for the requested review.

(9) A Judge's interim administrative suspension shall remain in effect until the earlier of the following, as determined by the Board either based on information provided by the Executive Director, or upon application in writing by the Judge:

(a) in the case of the Judge being charged with an offence, the Judge being acquitted, or the charge being withdrawn or stayed;

(b) in the case of the Judge being investigated for suspected Improper Conduct, the investigation has been concluded with no charge being laid, or

(c) the Board making an order under paragraph (8) removing the suspension.

Where the Board determines that the circumstances described in subparagraph (a), (b) or (c) apply, the Board shall inform the Executive Director and the Judge that the Judge's interim administrative suspension has been removed, and the Judge's judging privileges are thereupon restored.

(10) In any case to which paragraph (9) does not apply, the Judge may apply in writing to the Board for removal of the interim administrative suspension. The Board may require the suspended Judge to provide such documentation relating to the outcome of the charge or investigation, and any other information, that the Board considers relevant to the Judge's application. In determining whether to remove the Judge's interim suspension, the Board shall review all relevant, and shall consider the following:

(a) the Prohibited Conduct alleged or determined to have been engaged in by the Judge;

(b) the conduct of the Judge following the occurrence of the Prohibited Conduct alleged or determined to have been engaged in by the Judge;

(c) the impact, if any, on the CKC and club and on those ought to be protected by this policy, referred to in paragraph (1) above; and

(d) any other relevant considerations and factors.

On any such application, the Board may decide in its discretion whether to remove the interim suspension or to keep it in effect.

(11) In addition to a temporary suspension of a judging license under this policy, Prohibited Conduct may also result in disciplinary action pursuant to the CKC's By-Laws.

(12) A Judge may appeal any decision made by the Board under this Section R to the Appeal Committee, in which case the provisions of Section 15 of the By-laws and Chapter 11 – Regulatory – of the Policy and Procedures Manual apply.

S. Canadian Residents Licensed by a Foreign Kennel Club – Conformation

(1) General

(a) Canadian residents who are conformation judges licensed by a foreign kennel club while a resident of Canada, may judge at Canadian Kennel Club conformation shows for a period of twenty-four (24) months under that licence providing that the judge meets the requirements set out in **Chapter VI, Section S, Subsection 2**.

(b) The twenty-four (24) month period will commence with approval of the first judging panel in which his name appears.

(c) Should the foreign licensed judge not apply to be Canadian Kennel Club licensed within the twenty-four (24) month period to convert his licence to The Canadian Kennel Club, the judge will not be approved to judge at any Canadian Kennel Club event under the authority of that foreign licence.

(2) Licence Conversion

(a) At the time of application, the applicant must be a regular member in good standing with The Canadian Kennel Club.

(b) An applicant must be a resident of Canada.

(c) Only licences issued by a Canadian Kennel Club-recognized kennel club will be accepted providing that the applicant is in good standing with that kennel club.

(d) The applicant's name will be published in the Official Publication and/or posted electronically.

(e) An applicant must submit an application to Head Office along with all the supporting documentation from the country in which the licence was obtained. An administrative fee as set by the Board will be charged.

(f) Once the application and supporting documentation have been verified and prior to issuing a licence or permit, the judge must pass the following sections of the judge's initial exam:

(i) Part D Rules and Procedures – 85%

(ii) Part A Breed Standards

(iii) Disqualifications on selected breeds – 100%

(iv) Open book test on six (6) breeds per group as selected by The Canadian Kennel Club on the groups applied for. If applying for single breeds, must write the open test on those breeds – 100%

(g) Examination timelines as set out in **section B, 4 (c)** and **(d)**.

(h) Upon successful completion of the above requirement, a licence may be issued, and the judge may transition to the applicable part of the regular Canadian Kennel Club judge's program.

T. Canine Good Neighbour Evaluators [Board Motions #10-05-23]

1. Eligibility Requirements

(a) CGN Evaluators must be a Canadian Kennel Club member in good standing.

(b) The applicant must submit a completed application with all pertinent documentation to CKC.

2. Licensing

(a) Each successful applicant, prior to being granted a license must pass the written exam with a minimum score of 93% and watch the educational training video for all evaluators. A declaration in this regard must be signed.

(b) An applicant who has successfully completed all of the requirements above will have their name added to the list of licensed Canadian Kennel Club CGN

Evaluators.

(c) Each new CGN Evaluator will be observed by a member of the CGN Council, or their appointed representative, during their first two (2) assignments to evaluate tests. Once the evaluator has been observed at their first two (2) CGN tests, and the CGN Council Representative has deemed them "ready", then the Evaluator can continue on with regular Evaluator status. If the Evaluator is observed and deemed "not ready", the Council Representative will direct the evaluator to review the educational package and must be observed one (1) more time. If after the third (3rd) observation the evaluator is not deemed ready by the CGN Council representative then the evaluator status is revoked. As well, Council Representation will instruct the Head Office to remove the evaluator from the list of licensed Canadian Kennel Club CGN Evaluator.

(d) An applicant who has successfully completed all of the requirements above will have their name added to the list of licensed Canadian Kennel Club CGN Evaluators.

(e) CGN Council Representatives, or their appointed representative, may observe and report any evaluator conducting a CGN Test with no prior notice using the CGN Evaluator Reporting Form. Forms will be submitted to the CKC Office for review if the evaluator does not execute all test steps correctly. Evaluators will be notified by CKC that a report has been submitted and will face consequences if test steps are not followed properly.

(f) All licensed evaluators pay an annual licensing renewal fee and will be required to complete an educational program at least once every five (5) years. Any licensed evaluator that has lapsed will not be permitted to evaluate and will have their name removed from the list of licensed Canadian Kennel Club CGN Evaluators. [Board Motion #86-09-25]

(g) All licensed evaluators must comply 100% with the test steps as outlined in the current Evaluator and Participant Guides.

(h) All licensed evaluators pay an annual licensing renewal fee and will be required to complete an educational program at least once every two (2) years. Any licensed evaluator that has lapsed will not be permitted to evaluate and will have their name removed from the list of licensed Canadian Kennel Club CGN Evaluators.

(i) All licensed evaluators must comply 100% with the test steps as outlined in the current Evaluator and Participant Guides.

3. Reinstatement of Evaluating Privileges

(a) A lapsed licensed evaluator who wishes to have their judging privileges reinstated, and have lapsed in their dues for one (1) year must re-qualify by:
   i. paying all dues for the years lapsed plus the current year.
   ii. re-write exam passing with a minimum score of 93%.
   iii. redo the current education package.

(b) Any evaluator that has lapsed for two (2) years or more must reapply to become a CGN Evaluator as outlined in Section 2 – Licensing."

U. Judging Conflicts [Board Motions #42-03-12, #104-06-16]

(1) Conformation judges accepting assignments with non-CKC clubs in Canada will be required to report such assignments to CKC Head Office. Failure to report such assignments will be subject to 4.2.2 of the Conformation Show Rules & Regulations.

(2) The report must contain the name of the Club, the show location and all breeds and/or classes to be judged.

(3) Assignments with non-CKC clubs will be subject to 4.2.2 of the CKC Conformation Show Rules and Regulations. Disciplinary action and possible loss of judging privileges may be taken against repeat offenders. [Board Motion #13-05&06-24]

Code of Ethics for Judges

- Judges and applicants must comply with the By-laws, rules and policies established by the Board of Directors of The Canadian Kennel Club and all rules and policies of the event(s) they judge.

- Judges and applicants must be known for their honesty, integrity, impartiality, and knowledge of the sport and of the breeds they judge or apply to judge.

- Judges are highly regarded within the Fancy. When accepting assignments, whether domestic or foreign, judges act as ambassadors of The Canadian Kennel Club, its judges, and the Fancy. Their comportment must reflect their respected position and their actions must be beyond reproach.

- Judges must recognize that education is an integral part of judging and must undertake a self-directed program of continued education.

- Judges must remain current of all pertinent rules, policies, and standards relative to the event(s) and breeds they judge.

- Judges must evaluate each dog they judge impartially and award each animal the appropriate placing relative to the event's standard and the competition in the class, regardless of the dog's record, advertisement, friendship, or any other considerations.

- Judges must treat all exhibitors with courtesy, respect, dignity, and impartiality.

- Judges should be aware that, even when not actually engaged in judging, their comportment must reflect their position within the sport of dogs.

APPENDIX 1 – Personal Use of Social Media Guidelines for CKC Judges

[Board Motions #40-09-20, 30-06-21]

Judges are held to higher standards of conduct and should abide by the CKC principles of impartiality, integrity, and ethics outlined in this section on the use of social media. Judges must:

- Be mindful, when using social media, of their professional association with the CKC and strive not to bring CKC into disrepute.
- Understand that what is said and done on social media can reflect on yourself, your colleagues and the CKC as a whole.
- Maintain professional decorum and be aware that using social media to solicit assignments, make derogatory comments, re-posting comments or endorsements, or for self-promotion may result in disciplinary action.
- Refrain from the expression of personal opinions on controversial subjects, including placements, judging, and critiques which can undermine the credibility of judges and the CKC, and erode the trust of CKC members.
- Consider inappropriate public and private contacts through social media the same as verbal or written contacts and subject to regulations listed under rule 4.1.5, violation which must be reported to CKC.

APPENDIX 2 – Guidelines for Exhibitors Interacting with Judges Through Social Media
[Board Motion #34-09-20]

CKC would like to remind exhibitors of the following rule:

4.1.5 No person may approach a judge either directly or otherwise, orally, or in writing**,** or electronically, to favour an entry. Disciplinary action will be taken against any person who violates this rule or against a judge who fails to report any contravention of this rule to the CKC within 14 days of the act.

Exhibitors should refrain from promoting a dog by (not limited to):

- Sending photos of recent wins to a judge at an upcoming show;
- Contacting a judge to discuss the merits of a dog;
- Sending friend or contact requests to judges with which they have no pre-existing contact or relationship.