



Belgian Shepherd Dog Club
of QLD

TITLE: CHAMPIONSHIP SHOW SPECIALTY JUDGES POLICY AND PROCEDURE

PURPOSE: To ensure that all championship show specialty judges appointments are made and conducted in a transparent, fair and impartial manner by the Belgian Shepherd Dog Club of Queensland (BSDCQ).

ACCOUNTABILITY: BSDCQ management committee members, BSDCQ club members, appointed judges, non-member exhibitors.

POLICY

1.0 The appointment of championship show specialty judges will adhere to the Dogs Queensland Rules 2018; ANKC Regulations: Part 9 Non-Resident Judges; ANKC Guidelines for Affiliates (2009); ANKC Guidelines for Judges (2010).

2.0 The nomination, organisation and processes related to the appointment and management of championship show specialty judges will be conducted by the BSDCQ management committee in an open, ethical, unbiased, fair and transparent manner.

PROCEDURE

1.0 Proposals for Championship Specialty Show Judging

1.1 Proposals for judges appointments will be called for from BSDCQ members from time to time by the BSDCQ Management Committee.

1.2 All proposals submitted should be accompanied by the judges resume.

1.3 The nominations and resumes will then be provided to all BSDCQ club members, and will be voted upon by secret ballot using a process of preferential voting.

2.0 The show secretary will be responsible for organising the judges appointment as itemised within the 'BSDCQ checklist for championship specialty show judges' (see attachment 1).

3.0 Declarations and Regulations

3.1 The judge shall be made aware within their contract that all management committee members will declare any prior relationship with the judge.

3.2 A prior relationship includes, for example, a biological or romantic relationship; a personal friendship; ownership or co-ownership of a dog bred by the judge or the exhibitor; a past financial exchange of monies; the past billeting of a judge.

3.3 An exhibitor will not exhibit a dog under any judge where in the past twelve (12) months prior they have:

- Owned, part-owned, leased or part-leased that dog; or
- Had any proprietary interests in that dog, including for breeding purposes; *(Dogs Qld Reg 2018 44.9)*.

3.4 An exhibitor will not exhibit or handle under a judge if that person has billeted the Judge within a period of six (6) months prior to the show at which the judge is appointed *(Dogs Qld 2018 Reg 44.8)*.

3.4.1 A judge may be billeted by an exhibitor after the show, provided that such information is published in the Schedule, **or** is known to the Committee, **or** is published in the Club's newsletter *(Dogs Qld 2018 Reg 44.8)*.

3.5 All declarations of prior relationship will be minuted at the next BSDCQ management committee meeting and general meeting.

4.0 Declaration by Judges

4.1 The judge is to advise of any/all previous appointments or future appointments (regardless of whether they are yet contracted) within Australia.

5.0 Information Packages

5.1 Information packs will be provided by the show secretary for non-resident judges which includes the BSDCQ championship show specialty judges policy, the ANKC 'Judging Dogs in Australia Guidelines for Non-resident Judges' (2011), information about the area they will be staying in, local tourist spots, and any other relevant information.

6.0 Practical Arrangements for the duration of the judges appointment will include:

6.1 The show secretary to liaise with the judge to ascertain the most convenient times for their flights to and from Brisbane Airport.

6.2 The show secretary to liaise with the judge to ascertain their preference for transport during the judge's agreed appointment period.

6.2.1 The judge can then be provided with various options, for example:

- a taxi to and from the airport and hotel/judging venue, or;
- transport by a person not associated with the BSDCQ as a member or exhibitor at show events.

6.3 The show secretary to liaise with the judge to ascertain their preference for accommodation during the judge's appointment period.

6.3.1 The judge is offered the following options **pre-show**:

- *Hotel accommodation*: this will be a queen-sized bedroom within a 4 star rated hotel, or of a similar standard;

- *Billeting* : A judge will only be billeted pre-show (if this is their preferred option), with a person not associated with the BSDCQ as a member or exhibitor at show events.

6.3.2 The judge is offered the following options **post-show**:

- *Hotel accommodation*: this will be a queen-sized bedroom within a 4 star rated hotel, or of a similar standard for a maximum of two nights;
- *Billeting*: A judge will only be billeted post-show (if this is their preferred option), by a BSDCQ member if:
 - Procedure **3.4** is complied with;
 - The judge is unaware of who they will be billeted with until after the completion of their judging appointment;
 - Any such arrangements are minuted at a BSDCQ management committee and general meeting prior to the show.

6.3.3 If the Judge would like to be billeted post-show, expressions of interest will be requested from all BSDCQ club members. If more than one person nominates to host the Judge, all interested party's names will then be collated, and the successful host will be decided simply by 'drawing a name out of a hat'.

6.4 The judge will be provided with regular meals for the duration of their judging appointment as per current Australian Taxation Office reasonable travel and meal allowance rates.

6.5 The judge will be provided with contact details for the show secretary, and an emergency contact.

6.6 The above arrangements will be provided in writing for the judge.

7.0 Accompanying guests

7.1 If the judge has a partner/other family member/friend accompanying them, the BSDCQ will not be responsible for providing their accommodation (although the hotel room will cater for two guests, which is acceptable).

7.2 If the judge has a partner/other family member/friend accompanying them, the BSDCQ will not be responsible for providing their meals, **with the exception of** their lunch on the day of the show, and the cost of the evening meal at the post show event for the Judge.

8.0 Payments

8.1 Payment of any monies owing to the judge will be made **by the end of the show day** to the Judge by the BSDCQ Treasurer, either by direct deposit into the Judges nominated bank account or by cash.

8.2 The BSDCQ treasurer will provide the judge with completed receipts for the Judge to sign for all monies received.

9.0 Post Show BSDCQ Event

9.1 As part of the judges appointment, the judge will attend the post show BSDCQ event.

9.2 The judge will be requested to present a general over-view of the days judging, what they consider about the way forward for the breed in Australia, and any further comments they would like to make during the event.

9.3 The event will be an opportunity for the judge to spend time with all exhibitors and provide them with further feedback upon request.

9.4 The show secretary and after-show event organiser will ensure, as far as possible, that all exhibitors are afforded an equal opportunity to spend time with the judge.

Signature:
(President)

Date:
Review Date: