

# Dogs A.C.T.

## A.C.T Canine Association inc.

### Dogs ACT Regulations - Part 20 – Scent Work

Original 10 March 2021

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#### 20.1 General

- a) Unless otherwise stated, all approved trials in the Australian Capital Territory (ACT) are run under the rules and regulations of Dogs ACT in conjunction with ANKC regulations and trial rules.
- b) A copy of the applicable ANKC rule book should be available for each class being held at the event.
- c) The regulations shall apply to a trial conducted by Dogs ACT or an affiliate of Dogs ACT.
- d) If an exhibitor is not a financial member of an Australian State Canine Control at the date of the event for which they have entered, their dog and any award made to it at that event shall be cancelled.
- e) If a dog is unregistered at the date of an event for which it has been entered the entry and any award made to it at that event shall be cancelled.
- f) Details of non-official events to be conducted at trials may be included on the schedule. Where an affiliate invites competitors to compete in such an event, their non-acceptance shall not cause the loss of any other award won at the trial. Best in Trial is a non-official event and its conduct is left to the discretion of the affiliate conducting the trial.
- g) Applications by affiliated clubs for approved event dates shall close on 30th November in the year preceding the year of the event. No subsequent alteration or additions will be made without permission of the Dogs ACT Council and only in exceptional circumstances (such as the first year of the introduction of the sport) or where a new club is affiliated.
- h) If an affiliate wishes to cancel an event or trial as a result of a decision made at a properly convened meeting, a request for approval of such action must be forwarded to the Dogs ACT Administrator in writing within 48 hours of such meeting. Such written advice must include detailed reasons why such action became necessary.

- i) The entry fee payable in respect of each dog entered in an event shall be paid at the time of the lodging of an application for the entry. An entry fee shall be forfeit if an application for entry of a dog is accepted and the dog is not exhibited or if the regulations are not observed.
- j) An event or trial, especially an evening trial, shall be completed in a timely manner and should not inconvenience judges, competitors or organisers by any unnecessary delays.
- k) A competitor in any event or trial shall not display inside or in view of the judging ring:
  - 1. Any cards, ribbons or trophies (other than those won at such event).
  - 2. Any advertising matter.
  - 3. Display on their clothes their prefix; the name of their exhibit; or anything which indicates or might indicate their connection with the Event Committee or their status as a judge.

## 20.2 Classification

- a) Approved Event - An event shall not be conducted as an approved event unless: -
  - 1. An application in the prescribed form (draft schedule) has been lodged with, and where the proposed date of the event, has been approved by the Dogs ACT Council;
  - 2. is conducted in the ACT in accordance with these regulations and in accordance with any supplementary regulations as the Dogs ACT Council may approve.
  - 3. The annual subscription (affiliation) of the affiliate is NOT in arrears.
- b) Unauthorised Event - An event which is not conducted under Dogs ACT Regulations, ANKC Regulations or conducted without the approval of Dogs ACT Council.
- c) Event Venue - Unless with approval of the Dogs ACT Council, all approved events are to be held at the Dogs ACT grounds, Exhibition Park (EPIC), Flemington Road, Mitchell, ACT or the affiliate's proposed venue for the trial.

## 20.3 Approval of an Event

- a) Approval of an application for the proposed trial date should be sought from Dogs ACT Council before commencing any formal arrangements.
- b) An application for the approval of an event (draft schedule) shall be in such form as may from time to time be prescribed by the Dogs ACT Council and will include:
  - 1. The date, venue, type and time of commencement of such event.
  - 2. Details of the classes and elements in accordance with the trial discipline.
  - 3. Particulars of the judge/s who will officiate at such event, including a copy of the signed judges' contract/s.
  - 4. All necessary particulars of the trial manager including name, address, phone number and where available an email address.
  - 5. Closing date for entries.
  - 6. Any special condition that is specific to that event and is necessarily information important to the competitors or participants of that event.
  - 7. One (1) copy of the schedule in the format for publication on the Dogs ACT web site and facebook page.
- c) Affiliates shall submit to the Dogs ACT Administrator, the draft schedule for their events, on the approved form, at least one hundred and twenty (120) days prior to the allocated date. The Dogs ACT Administrator shall issue an invoice for the fee prescribed by Dogs ACT Council, which shall be paid promptly, or the event will be declared a non-Approved Event.

- d) Special dispensation has been given for Draft Schedule for scent work trials to be submitted at least sixty (60) days prior to the allocated date in the first year of the sport; but all other conditions of the draft schedule must be met.
- e) If the draft schedule is submitted to Dogs ACT Administrator inside one hundred and twenty (120) days prior to the allocated date (in 2021, inside sixty (60) days); the draft schedule may still be considered and approved at the discretion of the Dogs ACT Council but will be subject to a penalty fee prescribed by the Dogs ACT Council.
- f) A schedule may be approved at the discretion of Dogs ACT but until a schedule is approved the event is not authorised.
- g) All approved events will be published on the Dogs ACT Website and other media prior to the closing dates of entries.
- h) Schedules or information related to them must not be distributed or submitted for publication prior to their approval by Dogs ACT Council.
- i) Wherever possible affiliated clubs must advise competitors prior to the dates of events or trials of any change to the schedule and the classes or elements concerned.

#### **20.4 Trial Managers**

- a) Trial managers must provide marked catalogues to the Dogs ACT Administrator as soon as possible but within seven (7) days of the event.
- b) Trial managers must also indicate on the marked catalogue the number of runs entered at the event by class and element.
- c) Catalogues must be clearly marked with all results. An email copy of the results is also required for publication.
- d) Arrangements for the checking of bitches at trials are to be advised in the trial schedule. Where examination is required, the examiner should have sufficient and suitable knowledge to determine if a bitch is in oestrus and should be provided with hand washing facilities and white tissues.
- e) Where a steward is convinced that a legitimate reason exists for a dog not competing in the catalogue order, the judge may approve a change in the order of competition.

#### **20.5 Dogs ACT Trial Representative**

- a) The event committee shall appoint one or more persons to represent Dogs ACT at an approved event. The representative should be a member of Dogs ACT, or a member of the affiliate's management committee. Such person appointed shall not be:
  - 1. a judge or trial official appointed by the affiliate on the day of the event or trial;
  - 2. a relative of a judge or trial official on the day;
  - 3. a junior or associate member.
- b) The Dogs ACT Representative is appointed to attend, observe and report to the Dogs ACT Council on the general administration and conduct of the affiliate and its event committee and report on any incident which occurs at the event that should be brought to the attention of the Dogs ACT Council (refer Dogs ACT Regulation Part 17 Aggressive Dogs).
- c) Where an incident arises and there is a conflict or perceived conflict of interest with the appointed Representative, the affiliate shall appoint an alternative Representative on behalf of Dogs ACT to deal with that conflict.
- d) Where the event is conducted by Dogs ACT itself then the requirements of sub paragraphs 20.5(a)1 of this regulation shall be waived. The affiliate shall appoint a representative who conforms to the requirements of the remaining sub paragraphs of Section 20.3(a) of this Regulation.

- e) The Dogs ACT Representative is to prepare and forward a representative's report attached to a marked catalogue as soon as practicable but within seven (7) days of the trial, to the Administrator of Dogs ACT for the attention of the Dogs ACT Council.

## 20.6 Trial Schedule

Details on the trial schedule must include:

- 1 Closing date for entries
- 2 Name of affiliate conducting the trial
- 3 Address of the venue where the trial is to be held
- 4 The date on which the trial is to be held
- 5 The names of each of the contracted judges
- 6 The class(es) and element(s) allocated to each judge
- 7 The target odours to be used at each class level
- 8 Entry fee per class
- 9 The order that class(es) are to be judged
- 10 Whether vetting of bitches is to be conducted and at what time
- 11 Check-in opening and closing time
- 12 Morning and afternoon briefing times
- 13 Morning and afternoon judging times
- 14 Availability and cost of catalogue
- 15 Details of all awards to be made at the event
- 16 Contact details of trial manager

## 20.7 Trial Catalogue (running sheet)

- a) In the case of an approved event there shall be a catalogue or running sheet of all entries which shall list the entries in order of judging within each class and element, and the entry shall be listed in numerical order through the catalogue.
- b) There shall appear in the trial catalogue:
1. Name of the affiliate conducting the trial
  2. Notification to the effect that the body is affiliated with Dogs ACT and that the fixture is held under the Rules and Regulations of Dogs ACT, and that a copy of these documents may be perused on the Dogs ACT website ([Rules & Regulations : Dogs ACT](#))
  3. Dates on which the trial will be held
  4. List of classes, elements and allocated judges
  5. The target odour to be used in each class
  6. Briefing, walk-through and judging commencement times
  7. The details of all awards to be made at the event
  8. Name of the Dogs ACT Representative
- c) A marked event catalogue must be provided to Dogs ACT Administrator within seven (7) days of the event clearly marked with all results. An email copy of the results is also required for publication.

## 20.8 Balloting

- a) Balloting is to be conducted in each class where entries are excessive.
- b) Each class is to be balloted separately.
- c) A competitor can be balloted out once only and is then exempt from any further balloting in classes offered at that trial.
- d) No preference is to be given to affiliate members, volunteers/helpers, nor any consideration given to the distance travelled by competitors or where a competitor requires only one pass for a title.

**20.9 Cancellation of Trial**

- a) Prior to the commencement of or during a trial, where conditions are deemed to be unsafe for dogs and/or competitors, the judge(s), trial officials and/or the affiliate, the affiliate conducting the trial may suspend, terminate or cancel classes or elements. Refer to S20.17 Hot and Inclement Weather Policy – Scent Work Trials in this Regulation.

**20.10 Check in Procedures**

- a) All competitor numbers must be collected at the check-in area prior to entering the search areas.
- b) Bitches to be examined if vetting is stated in the trial schedule.
- c) The competitor is responsible for presenting themselves to the Assembly Steward when their number is called.

**20.11 Order of Judging**

- a) The trial manager and Assembly Steward are responsible for the order that dogs are judged.
- b) Dogs should be judged in catalogue order unless there is conflict with another class/element.
- c) Allowance should be made for judges to compete prior to commencing their judging duties.
- d) At any event, the order of judging or judging procedure will be in accordance with the ANKC [Rules \(ankc.org.au\)](http://ankc.org.au) related to the discipline of each trial.

**20.12 Absentees**

- a) An entrant's number shall be called at least three (3) times in such manner as the entry ought reasonably to have heard such call, and if the call is not acknowledged the entry shall be called absent from that class or element. This does not affect an entry that has been voluntary withdrawn from that class or element.

**20.13 Entry Refunds**

- a) Where the judge announced on the Trial Schedule is changed, a competitor may withdraw their entry prior to the commencement of the trial. Upon written request, lodged before the commencement of the trial, the competitor shall be entitled to a refund of entry fees.

**20.14 Event Stationery**

- a) Only official Dogs ACT/ANKC award cards, judge's charts or other approved stationery shall be used by affiliates for approved events.
- b) Judge's Chart - Means a separate chart for each officiating judge, upon which the judge or steward shall enter all results and placings awarded by that judge in the class they have judged.

**20.15 Classes for Entry at an Event**

- a) At any event, classes or elements for entry will be in accordance with the ANKC rules related to the discipline of each trial.
- b) Any scent work trial conducted in the ACT must be for all breeds. Trials must include Pure Bred Registered and Associate Registered Dogs without any discrimination.
- c) An affiliate may conduct a restricted Scent Work trial but the allowable restrictions are either a Group, a partial Group or a Breed only.
- d) An affiliate may elect which classes and elements will be offered to provide for element trials only, or to cater for particular classes due to venue constraints or other such consideration.

- e) An affiliate may also conduct a Not for Competition (NFC) Class at a trial. All requirements of the trial, catalogue, running order, trial numbers and so on will still apply. Qualifying certificates must not be awarded.

#### 20.16 Not for Competition (NFC) Class

- a) If offered by the affiliate, a competitor may enter any class/element they are eligible to enter as Not for Competition (NFC), for the purpose of practice and/or confidence building before starting to compete. An NFC run will replace the dog's competition run in that class/element. That is, a competitor cannot submit an NFC entry and an entry for the same class/element.
- b) The competitor must submit an entry form clearly marking the class/element entered with "NFC" and pay the required entry fee to the affiliate.
- c) The trial manager will include the entry in the catalogue with an NFC number and the entry shall be added to the class/element nominated.
- d) An NFC Entry is non-competitive; no cards of any kind (qualifying or non-qualifying) are to be awarded and an NFC entry will not be eligible for ribbons/trophies or prizes (if offered).
- e) There will be no separate class, search area or judge for an NFC entry.
- f) The NFC entry nominated on the entry form may have a reduced fee at the affiliate's discretion.
- g) NFC classes are at the discretion of the affiliate for any/all classes and elements at a Dogs ACT sanctioned event.
- h) Trial Procedures
  1. A competitor running NFC will run under the same conditions as all other competitors.
  2. The judge and trial stewards shall still perform their normal duties; however, no time or faults shall be recorded for an NFC entry. The scribe will enter NFC against the dog's number on the Judge's Chart.
  3. The judge shall ensure that the conduct of the competitor and dog is appropriate and that the search is conducted safely within the Scent Work Rules.

#### 20.17 Hot and Inclement Weather Policy – Scent Work Trials

Guidance on Hot and Inclement Weather: for the purposes of scent work trials the following guide is provided:

1. Hot weather: Judging at a trial should not proceed or should cease when temperatures in the search area are **32** degrees Celsius or more for 15 minutes. Judging can recommence when the temperature has remained under **32** degrees Celsius for 15 minutes or more.
2. Inclement weather: Judging at a trial should not proceed or should cease when there is intense driving rain, thunder or lightning, or gale force winds. Judging can recommence when the weather has settled for 15 minutes or more.

Affiliate's Role and Responsibilities: It is the responsibility of the affiliate conducting the trial to monitor the conditions and invoke this Policy when applicable.

Trial planning: When scheduling a trial for dates when the weather may reasonably be expected to exceed **30°C** consideration should be given to: -

1. Scheduling a twilight trial or an earlier start in the morning than usual.
2. Provision of shade at the rings for judges, stewards and competitors waiting to compete.
3. Provision of drinking water at the ring for judges and stewards.
4. Provision of drinking water and paddling pools around the grounds for use by the dogs.
5. Scheduling to ensure that stewards and judges can be rotated during the day so that no one is out in the heat all day.

Cancellation, postponement or suspension: An affiliate may:

1. Before the day of the trial, or on the day of the trial but before judging commences - cancel the trial or postpone the trial to another date to be advised by the affiliate.
2. Before the day of the trial - change the time of commencement of judging at the trial to a time to be advised by the affiliate.
3. On the day of the trial - delay the commencement of judging of all or any of the classes or elements at the trial.
4. After judging has commenced - cancel or postpone all or any of the classes or elements at the trial to another date to be advised by the affiliate.
5. After judging has commenced - suspend the judging of all or any of the classes or elements at the trial.

The Affiliate must have regard to:

1. weather conditions, existing or forecast, including, but not restricted to, air temperature, rain, thunder, lightning, snow, ice
2. the state of the trial grounds

and believes it will be unsafe or dangerous to the safety, health or well-being of competitors, their dogs, judges or trial officials for the trial to be run or to be run on the date or time advertised or for judging to commence at the time advertised or to continue once commenced.

Judge's Role and Responsibilities: A judge may, in respect of a class or element at a Scent Work trial which he or she has been contracted to judge:

1. on the day of the trial but before judging has commenced - delay the commencement of judging of the class or element
2. after judging has commenced - suspend the judging of the class or element

The judge must have regard to:

1. weather conditions, existing or forecast, including, but not restricted to, air temperature, rain, thunder, lightning, snow, ice
2. the state of the trial grounds

and believes that it will be unsafe or dangerous to the safety, health or well-being of competitors, their dogs, the judge or trial officials for judging to commence at the time advertised or to continue once commenced.

Resumption of suspended trial: Where judging in a class or element at a trial has been suspended by either the affiliate or the judge, judging may resume if the affiliate and judge agree that the conditions for suspension cease to exist or have not occurred.

Trial abandonment: Actions in the event that a trial is abandoned:

1. Prior to commencement of judging
  - i. No levies shall be payable.
  - ii. Refund of entries fees shall be a matter for the affiliate.
  - iii. Payment of judges and other officials shall be a domestic matter between the affiliate and the judge / official.

2. After judging commences and the weather reaches the threshold requiring suspension and eventual abandonment:
  - i. Levies shall be payable.
  - ii. Refund of entries fees for all runs not commenced shall be a matter for the affiliate.
  - iii. Payment of judges and other officials shall be a domestic matter between the affiliate and the judge / official.
  - iv. Awards for classes completed:
    - All qualification cards shall be awarded.
    - All prizes / places shall be awarded.
    - All qualifications gained will be eligible for ANKC titles.
  - v. Awards for classes commenced but not completed:
    - All qualification cards shall be awarded.
    - All prizes / places shall be awarded.
    - All qualifications gained will be eligible for ANKC titles.

*Affiliate and judge to respect decisions to cancel or suspend a trial:*

1. Where an affiliate delays the commencement of the judging of a class or element at a trial or suspends the judging of a class or element, the judge shall not commence to judge, or continue to judge, the class or element until the affiliate is satisfied that the conditions for the delay cease to exist or have not occurred. Judging will recommence at the time determined by the affiliate.
2. Where a judge delays the commencement of the judging of a class or element at a trial, the affiliate shall not require the judge to commence to judge the class or element until the judge is satisfied that the conditions for the delay cease to exist or have not occurred.

*Notification to Dogs ACT by Trial Manager:* Where a trial is cancelled or postponed or the commencement of the judging of a class or element at a trial is delayed or the judging of a class or element is suspended, the Trial Manager shall, within seven (7) days of the trial, advise Dogs ACT Administrator in writing of the cancellation, postponement, delay or suspension and provide reasons for the decision.

**20.18 Discipline**

- a) There shall be no smoking by competitors, stewards or judges in the search area while judging is in progress. The operation of the event shall not be held up by the judge or steward leaving the vicinity of the search area to smoke.
- b) With the exception of sub-section c) of this section - No person shall be permitted to enter, exhibit or handle a dog at any Scent Work trial in the ACT at which he or she is officiating as a judge.
  1. No member of a judge's family shall be permitted to handle a dog in a Scent Work class/element in which he or she is officiating as a Judge, but may enter and/or handle in other Scent Work classes/elements being judged by another judge at the same trial.
- c) A contracted Scent Work Judge may compete in Scent Work competition at the same trial for which they are contracted providing they are not competing in the class/s they have been contracted to judge.
  1. The judge is not permitted to suspend or interrupt their judging in order to compete. Presentations and additional activities are considered as activities separate to the judging contract for this purpose.
  2. Trial managers may reorganize the running of a trial in order to accommodate a contracted judge's request to compete.
  3. These arrangements must be made clear to all other competitors before the commencement of the trial.



4. Trial schedules must include the following note:

*'...contracted Judges may compete at the trial provided they do not do so in classes they have been contracted to judge at the trial ....'*

- d) Dogs ACT will maintain a list of persons under disqualification in Australia and advise affiliates of additions and deletions to this list as they occur.
- e) No dog shall be permitted to be off the lead on the ground at any time on the day of a Scent Work trial with the exception of dogs competing in an off-lead search at the trial.

**NOTE:** All Rules & Regulations must be considered when reading this Regulation for Scent Work Trials.

Those that should be considered specifically are

Part 2 – Affiliation

Part 3 – Memberships

Part 7 – Entries for Shows & Trials

Part 14 – Use of motorised vehicles & assistance to handlers with disabilities

Part 16 – Code of Ethics

Part 17 – Aggressive Dogs

Part 18 - Discipline

Part 19 – Social Media