

New Zealand Dog Judges Association Inc.

(Recognised by the New Zealand Kennel Club)



JUDGES REGULATIONS

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With amendments adopted by the Board of the New Zealand Dog Judges Assn 30/7/2014

With amendments adopted by the Board of the New Zealand Dog Judges Assn 28/4/2015

With amendments adopted by the Board of the New Zealand Dog Judges Assn 8/1/2017

With amendments adopted by the Board of the New Zealand Dog Judges Assn 1/11/17

With amendments adopted by the Board of the New Zealand Dog Judges Assn 1/11/18

SECTION I: NEW ZEALAND DOG JUDGES ASSOCIATION

1. Judges shall:
 - a. Be a member of the New Zealand Dog Judges Association Inc. (hereinafter called the Association) and of the Dogs New Zealand (hereinafter called Dogs NZ).
 - b. Pay an Annual Licence Fee, as set by the Association at the time of application for reappointment to the Official Show Judges Panel. A uniform annual subscription not exceeding \$20.00 for grant of membership shall be added to this licence fee and remitted in bulk to the branch nominated by the individual members, no later than one month following the close of application for reappointment.
 - c. Every judge required to sit an examination for promotion to or within the Dogs NZ Official Show Judges Panel shall pay an Examination Fee set by the Association. Every person applying for appointment to the Aspiring Judges List shall pay an application fee set by the Association and thereafter an annual fee as set by the Association, whilst that person remains on the Aspiring Judges List.
2. As experienced members of the Dog World, judges shall at all times act with courtesy and professional integrity, complete impartiality and by their actions both act as an example to other Association and Dogs NZ members, and demonstrate a sound knowledge of anatomy, Association and Dogs NZ Rules and Regulations, and all relevant breed standards.

SECTION II: RIBBON PARADES AND OPEN SHOWS

1.
 - a. Only persons whose name appears on a Dogs NZ Official Championship Group, Open Show or Ribbon Parade Panel will be authorised to judge Ribbon Parades. No person permanently resident outside of New Zealand shall be permitted to judge at a Ribbon Parade in New Zealand without the prior approval of the Executive Council.
 - b. Notwithstanding the provisions of subclause (a) hereof, a person listed on the Aspiring Judges List may judge a specified aspiring Ribbon Parade appointment for the purpose of Section IV (2) (a) (ii) (e) OR Section II (4) (a) (i-viii) hereof.
2. All Breed judges are not permitted to judge at Ribbon Parades.
3. Persons listed only on the Ribbon Parade Panel shall be expected while listing continues, to be reasonably available on reasonable notice to judge anywhere in New Zealand subject always to payment of appropriate travelling and accommodation expenses.
4. Peer Judging:

Notwithstanding the provisions of Regulation Section II 1, a permanent resident of New Zealand who is a financial member of Dogs NZ is permitted to judge at a Ribbon Parade on the following conditions:

 - a. The Ribbon Parade is conducted by a Specialist Breed Club (including clubs listed in Regulation Section IV (4) (a).
 - b. The member has bred litters in the breed being judged in the last 3 years and has exhibited dogs in the breed over the last 6 years.
 - c. The committee of the club conducting the Ribbon Parade has approved the member to conduct the judging.
 - d. In the opinion of the committee of the club conducting the Ribbon Parade the member is qualified and a member well respected and highly knowledgeable in the breed.
 - e. The judge is listed in the schedule for the Ribbon Parade as a peer judge.
 - f. Any club can contract a maximum of two peer judges at separate shows in any one calendar year.

- g. Any member is restricted to adjudicating as a peer judge in any one breed once in any five-year period.
- h. They have obtained the permission of Dogs NZ to judge at the Parade.

5. Open Shows

- i. All Breed judges may not judge at Open Shows in New Zealand
- ii. Judges appointed to Group Championship Panels shall also be eligible to judge at Open Shows – including Best in Show.
- iii. Any person listed on the Open Show Panel may judge Best in Show at any Open Show.

SECTION III: GENERAL CONDITIONS

Although the following procedures and conditions are a guide, they will generally be strictly applied and be departed from in exceptional circumstances only with the express approval of the Board of the Association (hereinafter call the Board).

1. Applications for appointment to the Dogs NZ Official Show Judges Panel (hereinafter called the Panel) and Aspiring Judges List (hereinafter call the List) shall be made on the official application form on or before the annual closing date for applications as set by the Board and shall not be considered unless accompanied by the appropriate fees. Applications and appointments for the Junior Showmanship panel will be made in accordance with the regulations as set out in the Junior Showmanship Judging Manual.
2. The criteria for appointment to any panel shall be a minimum requirement before an application can be considered. In addition, the Board shall consider the following criteria:
 - a. The contribution of the applicant to the canine world in relation to the status of the appointment sought.
 - b. The demeanour and behaviour of the applicant at canine activities.
 - c. The standard and conduct of judging exhibited by the applicant at previous appointments.
 - d. The nature and status of previous appointments.
 - e. The personal qualities of the applicant.
 - f. The integrity of the applicant.
 - g. Any other relevant matters.

When considering an application under these criteria, the Board may at its discretion consider confidential reports from any reputable source.

3. The decision of the Board in approving or not approving the recommendation to Dogs NZ of Judges to be appointed to the Panel is final and no correspondence will be entered into and no reasons are given for the Boards decisions in these matters. Save when an applicant at the time of application held a current appointment to the Panel and is not reappointed to those panels, the applicant shall be entitled to request and receive the reason for the Boards and Dogs NZ Executive Council decision. Further, such applicant may appeal against the decision provided always that:
 - a. The original application included the panels disputed.
 - b. The appeal must be in writing and addresses to the Association Secretary (hereinafter called the Secretary).
 - c. The appeal must be email or post-dated not more than 21 days from the date of the advice from Dogs NZ giving the reason for their decision.
 - d. The applicant will have the right to appeal once only in respect to non-reappointment to specific panels but without prejudice for further applications for appointment in terms of paragraph 2 hereof.
 - e. The applicant will be deemed to have accepted the terms and conditions of appeal herein contained upon submission of a request for the reason or written appeal. The decision of the Board will be final and no further correspondence will be entered into.

- f. The Board will consider any such appeals at the meeting following receipt of the appeal providing such advices are received by the Secretary 14 days preceding the meeting.
 - g. The decision of the Board will be advised in writing to the appellant within 14 days of the respective Board meeting.
4. The signature of the applicant on the Application Form for First Appointment to the Dogs NZ Official Show Judges Panel or for re-appointment to the Dogs NZ Official Show Judges Panel will imply acceptance by the applicant of the decision of the Board and Executive Council. If an application for re-appointment is not made each year for re-appointment to the Judges Panel for the following year, then the person concerned is excluded from the Judges Panel for the following year.

Code of Ethics: The signature of the applicant on the Application Form for First Appointment to the Dogs NZ Official Show Judges Panel or for re-appointment to the Dogs NZ Official Show Judges Panel will imply acceptance by the applicant of the Code of Ethics as set out in Appendix 1 of the Rules of the Association.

- 5. New Zealand Judges – Overseas Appointments. After having judged a Group, breed or breeds once at a Championship Show in New Zealand, that person is eligible to judge that particular Group, breed or breeds overseas with the exception of the Seventh Group which, having been passed and ratified, the judge will be eligible to accept appointments for that Group and Best In Show Overseas immediately.
- 6. No New Zealand judge may be appointed to judge a Group or Breed at any Championship Show and award Challenges in that Breed unless the Judge is appointed to the appropriate Official Panel for the Breed or Groups concerned.
- 7. Practicing Certificate – Judges not aspiring to further advancement and All Breed judges may, on completion of biennial requirements as set out in section IV, apply for a Practicing Certificate. Upon issue of the certificate, and provided the certificate is current, the judge may include this in their resume. The NZDJA judges list will identify judges with current practicing certificates.

SECTION IV: CONDITIONS FOR APPOINTMENT TO THE ASPIRING JUDGES LIST AND THE OFFICIAL SHOW JUDGES PANEL

- 1. Appointment to the Aspiring Judges List
 - a. The minimum requirements for an application for appointment to the Aspiring Judges List to be considered are:
 - i. Have exhibited dogs for a minimum of six years as a member of the NZYKC, Dogs NZ or as a member of a national Kennel Club recognised by Dogs NZ.
 - ii. Have been actively involved in a member society or member societies including active involvement in matters connected with Show Ring procedure at Recognised Shows.
 - iii. Have kept and maintained a Dogs NZ Stewarding Record Card of Stewarding appointments which should number ten (10); five (5) of which must be at either Championship or Open Shows. In the case of members who have had experience stewarding overseas, then this number shall be reduced to five (5); all of which must be at either Championship or Open Shows. Subject to evidence of overseas stewarding experience being attached to the application.
 - iv. Be at least eighteen (18) years of age.
 - v. Be a full Dogs NZ member.
 - vi. Be resident in New Zealand.
 - vii. Be approved by the Board to be placed on the Aspiring Judges List.
 - viii. Be approved by Executive Council to be placed on the Aspiring Judges List.

2. Appointment to the Ribbon Parade Panel

- a. The minimum requirements for application for appointment to the Ribbon Parade Panel to be considered are:
 - i. Been appointed to and served on the Aspiring Judges List.
 - ii. Have successfully completed the prescribed modules on:-
 - a) Breed Recognition.
 - b) Dogs NZ Rules and Regulations.
 - c) Anatomy and Conformation.
 - d) Glossary of Terms.
 - e) Have successfully completed a mock judging examination conducted by a branch of the Association.
 - iii. Be approved by the Board for promotion to the Ribbon Parade Panel.
 - iv. Be approved by Executive Council to be placed on the Ribbon Parade Panel.
 - v. Notwithstanding the fulfilment of the above requirements by the application the Board may:
 - a) Decline to promote the applicant to the Ribbon Parade Panel and require the applicant to serve further on the Aspiring Judges List or;
 - b) Remove the applicant from the Aspiring Judges List.

3. Appointment to the Open Show Panel

The minimum requirements for an application for appointment to the Open Show Panel are:

- a) Have been listed on the Ribbon Parade Panel or Championship Specialist Breed Panel for a period of at least 12 months since the date of approval by Executive Council.
- b) Have judged at least 10 Ribbon Parades (this may include contracted appointments not yet judged at time of application) at the time of effective date of promotion and a total of at least 150 dogs at the time of application or alternatively, if currently licenced to judge at specialist level only, have judged at least 150 dogs at specialist breed shows.
- c) Obtained 50 Credit **points** and,
- d) Sat and passed a written examination on Dogs NZ Rules and Show Regulations and the anatomy of the dog.

For the purposes of this clause, judging a Ribbon Parade shall mean one appointment per show. If more than one breed or Group is judged at a show this shall qualify as one appointment only. If more than one show is held by the same club on the same day this shall qualify as two appointments.
- e) Be approved by the Board for promotion to the Open Show panel.
- f) Be approved by Executive Council to be placed on the Open Show panel.

4. Appointment to Specialist Breed Panels

- a. For the purpose of this regulation a Specialist Breed shall mean any one breed recognised by Dogs NZ. In addition, the following allied groups of breeds shall be classed as one breed:
 - i. Chihuahua (long coat) and Chihuahua(smooth coat)
 - ii. Dachshund (long haired), Dachshund (smooth hair), Dachshund (wire haired), Dachshund (miniature long haired); Dachshund (miniature smooth haired) and Dachshund (miniature wire haired)
 - iii. Bull Terrier and Bull Terrier (miniature)
 - iv. Fox Terrier (smooth) and Fox Terrier (wire)
 - v. Belgian Shepherd Dog (Groenendael), Belgian Shepherd Dog (Malinois), Belgian Shepherd Dog (Laekenois), Belgian Shepherd Dog (Tervueren)
 - vi. Collie (Rough) and Collie (Smooth)
 - vii. Schnauzer, Schnauzer (Miniature) and Schnauzer (Giant)
 - viii. Poodle (Toy), Poodle (Miniature) and Poodle (Standard)
 - ix. German Shepherd (Stock Coat) and (Long Stock)

b. The minimum requirements for appointment to a Specialist Breed Panel are:

- i. Justification of the appointment of a Breed Specialist taking into consideration the number of exhibitors and specimens of the breed being shown domestically and internationally by supplying submissions and:-
- ii. Demonstrated involvement with all aspects of the breed over at least twenty years including breeding, exhibiting and club administration by supplying submissions and evidence and:-
- iii. Demonstrated status and reputation within the breed by supplying evidence and:-
- iv. Obtain a total number of 50 credit points and:-
- v. Sat and passed the necessary qualifying written and practical examination on the breed aspired to and sat and passed the written examination on the New Zealand Kennel Club Rules and Regulations and glossary of terms and anatomy of the dog as defined in the syllabus, and set-out further in this sub section. The written examination on the breed shall consist of 40 questions on the standard of the breed. The practical examination will be under the current group system of being examined by 3 examiners, ideally one of which will be a specialist or qualified person in that breed/group. The applicant will also be required to furnish a written (or dictated) critique on no less than 6 exhibits including Best and Reserve Dog & Bitch plus Best & Reserve of Breed on the day of examination.
- vi. Be approved by the Board for promotion to the Championship Specialist Breed Panel.
- vii. Be approved by the Executive Council for promotion to the Championship Specialist Breed Panel.

or alternatively

c. The minimum requirements for appointment to a Specialist Breed Panel are:

- i. Justification of the appointment of a Breed Specialist taking into consideration the number of exhibitors and specimens of the breed being shown by supplying submissions and:-
- ii. Demonstrated involvement with all aspects of the breed over at least twelve years including breeding, exhibiting and club administration by supplying submissions and:-
- iii. Demonstrated status and reputation within the breed by supplying evidence and:-
- iv. Have been appointed to the All Breeds Panel or the Group Panel the breed nominated is in for a period that at the effective date of appointment will total at least five years.
- v. Be approved by the Board to be placed on the Championship Specialist Breed Panel.
- vi. Be approved by the Executive Council for appointment to the Championship Specialist Breed Panel.

5. Appointment to First Group Panel

a. The minimum requirements for appointments to the First Group Panel are:

- i. Have been listed on the Open Panel and have judged the group aspired to at least twice at Open Show level.
 - ii. Have judged a further 150 dogs at Open Show or Ribbon Parade level since promotion to the Open Show panel.
 - iii. Obtained 50 Credit points and;
 - iv. Passed the necessary qualifying Written and Practical Examinations for the Group. The written examination shall consist of 80 questions on the Standards of the Breeds for that Group, 10 questions on the Dogs NZ Rules and Regulations and 10 questions on Glossary of Terms and Anatomy of the Dog as defined in the Syllabus.
- b. A judge appointed to any Championship Breed or Group Panel is automatically eligible to judge all breeds and/or Best in Show at Open Shows and Ribbon Parades.
 - c. Be approved by the Board to be placed on the First Group Panel.
 - d. Be approved by Executive Council to be placed on the First Group Panel.

6. Appointment to Additional Group Panels

The minimum requirements for appointment to the second and subsequent Championship Group Panels are:

- a. Fulfilled at the date of application the appropriate qualifications for the group applied for as follows:-
 - i. Second Group Panel – have judged at Championship Show level the first group to which appointed at least twice and obtained 50 Credit **points**.
 - ii. Third Group Panel – have judged at Championship Show level the second Group to which appointed at least twice and judged a total of not less than 400 dogs at Championship Show judging appointments and obtained 50 Credit **points**
 - iii. Fourth Group Panel – have judged at Championship Show level the third Group to which appointed at least twice and have judged a total of not less than 700 dogs at Championship Show judging appointments and obtained 50 Credit **points**.
 - iv. Fifth Group Panel – have judged at Championship Show level the fourth Group to which appointed at least twice and have judged a total of not less than 1,200 dogs at Championship Show judging appointments and obtained 50 Credit **points**
 - v. Sixth Group Panel – have judged at Championship Show level the fifth Group to which appointed at least twice and have judged a total of not less than 1,800 dogs at Championship Show judging appointments and obtained 50 Credit **points**
 - vi. Seventh Group Panel – have judged at Championship Show level the sixth Group to which appointed at least twice and have judged a total of not less than 2,600 dogs at Championship Show judging appointments and obtained 50 Credit **points**
 - vii. Passed the necessary qualifying written and practical examinations for all Groups. The written examination shall consist of 80 questions on the Standards of the Breeds for that Group, 10 questions on the Dogs NZ Rules and Regulations and 10 questions on Glossary of Terms and Anatomy of the Dog as defined in the Syllabus.
- b. In the context of this section, judging a Championship Show Group appointment shall be deemed to have been fulfilled only if the complete Group is judged, or in the case where part of the Group was judged where 75 per cent of the breeds entered in that Group were judged or where 75 dogs in the group have been judged at one or more Championship Show.
- c. Be approved by the Board to be placed on the Additional Group Panels.
- d. Be approved by the Executive Council to be placed on the Additional Group Panels.

7. Appointment to All Breeds Panel

- a. All persons appointed to judge seven Groups at Championship Show level shall be promoted to the All Breeds Panel.
- b. All Breed Panel judges shall be given an appropriate “All Breeds” judges badge.

8. Appointment to General Specials Panel

- a. All persons appointed to the All Breeds Panel may at any time request that the Board remove them from that Panel and place them on a General Specials Only Panel. Any person listed on such panel can judge General Specials at an All Breeds Championship Show only. Any person so listed shall remain on the Panel without further application or payment of fees until such time as they request to be removed.
- b. Be approved by the Board to be placed on the General Specials Panel.
- c. Be approved by Executive Council to be placed on the General Specials Panel.

9. Issue of Biennial Practicing Certificate

All judges may apply to the Board for a Practicing Certificate which, once approved, will remain valid for a period of two years. The minimum requirement is:-

- a. Have completed 50 Practicing Certificate credit points.

10. Protocols for Judges Emigrating to New Zealand

Those judges immigrating to New Zealand and wishing to be listed on the New Zealand Judges Panel shall:

- a. Supply proof of New Zealand residency.
- b. The person shall become a financial member of Dogs NZ.
- c. The person shall supply proof of the person's overseas qualifications.
- d. The person shall supply proof that the person has judged at that level overseas.
- e. The person successfully completed the Open Show Panel Examination of Dogs NZ Rules and Regulations and Anatomy of Dogs.
- f. Be approved by the Board to be placed on the appropriate panel(s).
- g. Be approved by Executive Council to be placed on the appropriate panels(s).

Having fulfilled all of the above criteria, the person shall be added to the Dogs NZ Judges Panel.

SECTION V: RECORDS AND CREDITS

1. All judges seeking promotion shall keep records of all stewarding appointments on a NZDJA Stewarding Record Card and shall have all appointments certified by the Secretary of the club conducting the show.
2. From 1 January 1993 all judges shall keep a NZDJA Judges Record Card of all judging appointments including the name of the club, date, type of show, groups or breeds judged and the number of dogs scheduled to be judged. This must include all overseas judging appointments.
3. All judges seeking promotion, a practicing certificate and persons aspiring to be judges shall keep a NZDJA Credit Record Card showing all activities conducted and all credits earned by the judge or aspiring judge.
4. Copies of the following must where applicable be annexed to all applications for appointment to or promotion within an Official Show Judges Panel:-
 - a. Judging Record Card
 - b. Promotional Credit Record Card
 - c. Aspiring Ribbon Parade Appointment Report
 - d. Stewarding Record Card for applications for promotion to the Aspiring Judges List.
5. When calculating credits pursuant to Section IV hereof, the following applies:
 - a. For the first application for any panel only credits earned after the closing date for applications for previous promotions can be included.
 - b. For a second or subsequent application for any panel only credits earned after the closing date for applications for promotion to the previous year's panel can be included.
6. If re-applying for promotion to a panel applied for in previous years, a new set of qualifying credits must be earned whether an examination was sat or not.
7. Any person proving to the satisfaction of a Regional Disputes Committee of the NZKC to have falsified any of the records set out in this section of these regulations shall be liable to be removed from all or any Judges Panel for such period of time as the Regional Disputes Committee shall decide in addition to all other penalties as may be imposed.
8. All qualifying Credits for promotion must be earned within two years of the closing date of application for promotion.

9. Branches/Discussion Groups to send to the Board a Record of Attendance of all members of their Branch/Discussion Group up to the closing date of Applications for promotion. This should include Records for Official Kennel Visits and/or Ringside Mentoring.

SECTION VI: JUDGES' EXAMINATIONS

1. The Board shall act as the co-ordinator of the New Zealand Show Judges Examination Scheme.
2. A judge who is not currently listed on any panel who wishes to be appointed to that panel and is required to sit an examination must first apply to the Board for approval to undertake the examination. The Board will consider such applications annually as advised through the Dog World. In considering applications the Board shall consider the minimum requirements and criteria for appointment and in addition shall consider:
 - a. The experience of the applicant as a judge of dogs generally.
 - b. The proven capacity of the applicant as a judge of the breed(s) or Group(s) of dogs in respect of which application is made e.g. as judge at Ribbon Parades or Open Shows or otherwise.
 - c. Any other matter including the experience of the applicant as a breeder of dogs, the demeanour of the applicant in Dogs NZ circles or otherwise and such other matters as the Board may in its discretion think relevant – provided always that the decision of the Board in any case will be final and no correspondence will be entered into thereon.
3. A judge must have received approval to undertake the required examination(s) before any application may be made to the Board for appointment to a Group Championship Panel. For Group Championship Panels the examinations will consist of a theoretical (written) and a practical examination. The Candidate must pass the theoretical examination before being allowed to sit the practical examination.
4. The theoretical and practical examinations will be conducted by the Association at a time to be laid down each year by the Board.
5. Having passed the theoretical examination a person may have two attempts to pass the practical examination. If the practical examination is not passed within two years of passing the theoretical examination, the theoretical pass will be cancelled and the candidate will have to pass the theoretical examination again before being permitted to sit the practical examination. Any candidate having failed to pass either a theoretical or practical examination shall have the credits for that examination cancelled and shall be required to regain the appropriate credits for the promotion sought.
6. Theoretical (Written) Examination: The Co-ordinator will arrange for the theoretical examinations to take place each year, at a time laid down by the Board. The Board will appoint the person or persons who will prepare the examination papers for the year. The locations of the theoretical examinations will be decided annually by the Co-ordinator depending on applications received.
7. Practical Examination: The practical examinations will be under the supervision of an examining Board of Examiners, appointed by the Association. The Board will consist of three examiners (in an emergency this may be reduced to two examiners). The examination will take place at Open Shows organised for the purpose at the discretion of the Board. The candidate shall sit the practical examination at a centre approved by the co-ordinator. Breeds will be allocated to the candidates by the examiners taking into consideration the entry and the number of candidates for each group. The Examining Board shall take into consideration:-
 - The manner of the candidate towards exhibitors and stewards.
 - The way in which the candidate arrives at their placings.
 - The reasons given by the candidates for their placings.

Each member of the Examining Board shall independently fill in a result sheet in respect of each candidate, such result being provided by the Association.

Each member of the Examination Board shall independently assess the dress of the candidate and indicates whether it is considered appropriate for judging or not. Marks will not be awarded for this aspect – a simple “yes” or “no” answer being all that is required.

The results of practical examinations shall be available to candidates in each group on the day of examination at the conclusion of the examination of all candidates in that group.

Examiners shall be entitled to discuss the performance of a candidate with the candidate at any time after the conclusion of the examination.

8. Passmarks:

- a. The pass mark for a Candidate sitting the theoretical examination shall be 70%.
- b. Candidates sitting a practical examination must obtain a pass mark of 70% by two members of the examining board provided however that each candidate shall also obtain at least 50% of the possible marks in each category of the result sheet.
- c. Candidates sitting both theoretical and practical examinations must obtain a pass mark in each examination.

9. Appeals:

- a. Theoretical. Within a reasonable time of being advised of the results of a theoretical examination candidates may apply for a recount of their examination mark which shall be conducted upon payment of the appropriate fee. The recounted mark once given shall be final and no correspondence shall be entered into.
- b. Practical. There will be no appeals against the decision of the examining panel of judges. The results of the practical examination once given shall be final and no correspondence shall be entered into.

The application form to sit the examination will contain an agreement by the candidate that he/she accepts the final results of the examination and no correspondence shall be entered into.

SECTION VII: OVERSEAS JUDGES IN NEW ZEALAND

1. Pursuant to Rule 14 (e) of the rules of the New Zealand Kennel Club (Dogs NZ) no person domiciled overseas may judge at any show held under the Rules and Regulations of the New Zealand Kennel Club (Dogs NZ) without the prior consent of the Executive Council.
 - Such consent may be given generally under Agreements in force with overseas Clubs pursuant to Rule 22 (h) of the Rules of the New Zealand Kennel Club (Dogs NZ) but in all other cases by direct application to the Executive Council.

SECTION VIII: OVERSEAS EXAMINATIONS

No examination or test conducted on behalf of any canine control other than Dogs NZ is permitted to be conducted at any recognised show.

SECTION IX: RULES AND REGULATIONS OF NEW ZEALAND KENNEL CLUB (DOGS NEW ZEALAND) APPLICABLE TO JUDGES AND JUDGING

1. For the further information of Judges, the Rules and Regulations of the New Zealand Kennel Club which are relevant to Judges and judging include the following:-
 - a. NZKC Rules – 2(k); 4(d)(i)(4); 14(e)
 - b. NZKC Show Regulations – 4, 12, 13, 14, 17, 19, 20, 21, 22, 26, 27 and 28. NZKC Discipline and Settlement of Disputes Regulations – 2 (a) (iv); 2 (a) vii and 9 (a) (xii) These Regulations may be added to, amended or deleted as the Executive Council of the New Zealand Kennel Club may from time to time determine under authority of NZKC Rule 33. It is the responsibility of the members of the Association to ensure that they are aware of their responsibilities under these Regulations.

SECTION X: DEFINITIONS

- “Credit” is the value of and authorised activity as set out in the Show Judges Syllabus for the purpose of promotion to or within the Dogs NZ Show Judges Panels.
- “Activity” is an official authorised activity as set out in the Show Judges Syllabus.
- “Validator” shall be that person or persons empowered by the Judges Association to validate activities.
- “Validation Number” shall be a number assigned to an activity by the validator and shall be entered onto a judge’s credit record card in lieu of a signature.
- “Preceding Year” for the purposes of these regulations shall be the calendar year ending on the last day for the lodging of applications with the Dogs NZ for inclusion in the Judges Panel for the following year.
- “Judge” for wider publicity the word “judge” or “Dogs NZ Judge” shall be reserved for those persons listed on one or more Championship Show Panels or on a Specialist Breed Panel.

APPENDIX I

NEW ZEALAND DOG JUDGES ASSOCIATION NATIONAL SYLLABUS AND TRAINING GUIDE

1. Introduction

Any candidate undertaking judging activities should be studying the following:

- a. Canine Anatomy
- b. Glossary of Terms
- c. NZKC (Dogs NZ) Rules and Regulations
- d. Ringcraft
- e. Breed Knowledge

Having completed detailed study of the above, a candidate should be able to have achieved a level of competence to complete the required exam.

2. Anatomy of the Dog

A candidate will be required to understand how the dog is constructed.

Source of material: Mr Harry Spira – Canine Terminology.

3. Glossary of Terms

A candidate will be expected to answer exam questions on terms as defined.

Source of material: DOGS NZ Glossary of Terms

4. Rules and Regulations

Candidates will be expected to answer questions taken from the source material quoted.

Source of material: Rules of the New Zealand Kennel Club; Show Regulations; NZDJA Judges Regulations.

5. Ringcraft

Candidates will be expected to demonstrate that they are in control of the ring and be able to run it efficiently. They will be observed in their placement of the ring equipment and their method of examining the dog and its movement.

A candidate will be expected to demonstrate efficient communication with show officials and exhibitors.

6. Breed Knowledge

Candidates will be required to confidently answer detailed questions for the Group for which they aspire on Dogs NZ approved Breed Standards in the form of:

- a. Written multiple choice questions
- b. The application of the Standards to practical judging where applicable

Source of material: Dogs NZ Breed Standards

APPENDIX II: TRAINING GUIDE

1. Aims and Objectives

To provide a guide for the training of judges and to facilitate the acquisition of the knowledge and expertise necessary to become a competent judge.

This guide is intended to be an amplification of, and to be read in conjunction with, the New Zealand Show Judges Syllabus.

The areas of expertise are:

- Canine Anatomy
- Glossary of Terms
- Rules and Regulations
- Ringcraft
- Breed Knowledge

The emphasis in this guide is on spelling out the requirements that an aspiring judge must meet. No indication of study time necessary to meet these requirements has been given as individual requirements and opportunities for study vary.

Throughout this document the emphasis is on detailing what skills and knowledge are necessary to become a competent judge with suggestions and recommendations on how these attributes may be acquired.

2. Canine Anatomy

(a) Syllabus Requirement

“A candidate will be required to understand how the dog is constructed.”

(b) Interpretation

The aim of this requirement is to ensure that candidates understand the construction of the skeleton, names of the points of the dog, and appreciate the basis of the relationship between the structure of the dog and the purpose for which it was bred.

(c) Method of Acquisition

- Study, (with self testing) of diagrams, charts, videos and other reference material.
- Attending veterinary lectures on construction of the dog and functions of skeleton, muscles etc.
- Completing written assignments, e.g. matching names to numbered parts of diagrams.
- Forming study groups or informal discussion groups for sharing ideas and resources, pair and group testing, etc.

(d) Assessment

An indication of adequate study can be made by group or self assessment of old exam papers.

(e) References

(f) Textbook

- Canine Terminology - Harry Spira

(g) Additional Material

- Canine Veterinary Aid - Form Laboratories
- Dog Steps - Rachel Page-Elliot

3. Glossary of Terms

a) Syllabus Requirement

A candidate will be expected to answer exam questions on terms as defined.

b) Interpretation

Knowledge of the Glossary of Terms is required to ensure clear communication in that the same terms mean the same to everyone.

c) Method of Acquisition

- Study, (with self-testing) of diagrams, charts, videos and other reference material.
- Attending lectures or discussion groups where terms used in breed standards are referred to in context and/or described.

- Completing written assignments, e.g. matching names to numbered parts of diagrams..
 - Forming study groups or informal discussion groups for sharing ideas and resources, pair and group testing, etc.
- d) Assessment
An indication of adequate study can be made by group or self assessment of old exam papers.
- e) References
Text Book: New Zealand Kennel Club Glossary of Terms
Additional material: Canine Terminology - Harry Spira

4. Rules and Regulations

- a) Syllabus Requirement
Candidates will be expected to answer questions taken from the source material quoted.
- b) Interpretation
Our sport is governed by a set of Rules and Regulations which must be adhered to by all parties involved. Knowledge of these Rules and Regulations is important to ensure a common basis on which the sport is conducted. These Rules and Regulations provide protection for judges, club officials and exhibitors.
- c) Method of Acquisition
- Study (with self-testing) of reference material.
 - Attending lectures or discussion groups where Rules and Regulations are explained.
 - Completing written assignments, e.g. questions on Rules and Regulations.
 - Forming study groups or informal discussion groups for sharing ideas and resources, pair and group testing, etc.
- d) Assessment
An indication of adequate study can be made by:
- Group or self assessment of old exam papers.
 - References
 - New Zealand Kennel Club Rules
 - New Zealand Kennel Club Show Regulations
 - These Judges Regulations
 - Amendments as published in Dog World

5. Ringcraft

- a) Syllabus Requirement
Candidates will be expected to demonstrate that they are in control of the ring and be able to run it efficiently. They will be observed in their placement of the ring equipment and their method of examining the dog and its movement.
A candidate will be expected to demonstrate efficient communication with show officials and exhibitors.
- b) Interpretation
This category incorporates time spent in both judging and stewarding. A lot of information will be gained by just watching and observing other judges at work.
Time spent stewarding will enable familiarisation with ring procedures and build confidence when judging.
This is not a subject that can be taught as much as one which will be gained with experience. Ribbon Parades and Open Shows are to be encouraged as these provide invaluable experience for the judge just starting out.
The following topics are important aspects of ringcraft and form the basis upon which candidates will be assessed.
- i) Suitability for prevailing conditions and breeds judged.
- ii) Ring Craft
- (Setting Up Ring)
Places place markers, entrances and exits with regard to shape of ring, position of sun, and other physical conditions.
 - (Communication with Steward)

- c) Method of Acquisition
 - Watch judges at Shows and Ribbon Parades and observe their manner, the way they use the ring and if they appear to be authoritative.
 - Attend training Parades held for the purpose of assessing candidates ability. Objective criticism should be offered by those watching. Assessing another judge's performance is just as valuable as being assessed. It is important that all criticism should be constructive and discreetly offered.
 - Methods of exactly how a dog is to be judged should be discussed. Refer to "All About Showing Dogs" by David Cavill for a step by step guide to his interpretation of this procedure. Bear in mind that this is only a guide and not a rigid formula. Be uniform and consistent in the method of handling and procedure in order to be fair to every exhibit.
 - Make use of videos and films of shows or those made specially for training in ringcraft and judging procedures. Study handouts of relevant material distributed at branch training meetings.
 - Read and review the list of recommended reading.
- d) Assessment
 - Judging at Training Ribbon Parades and being assessed by experienced judges.
 - Attending mock practical examinations.
 - Role playing exercises with use of whiteboard or models.
- e) References -
 The following list is by no means an exhaustive one and must be updated regularly:
 - Dogs in Action - R H Smythe
 - Judging Dogs - R H Smythe (636-70811 SMY)
 - Showing and Judging Dogs - Hilary Harmer
 - Dogs, How To Train and Show Them - Hilary Harmer (636-7083)
 - Take Them Around Again Please - T Horner (636-70811 HOR)
 - Judging and Showing Dogs - Capt. Eric Portman-Graham
 - All About Showing Dogs - David Cavill
 - The Dog Judges Handbook - Sari Brewster Tietjen (636-7081)
 - The Art and Science of Judging Dogs - Brown (B & E Publishers)
 - The Nicholas Guide To Dog Judging - Anna Katherine Nicholas (Howell Book House)
 - Popular Dog Show Maxims - McCandlish (Popular Dogs Publishing Co.)
 - Dogs - Breeding and Showing - Catherine Sutton (636-70824)
 - Film - In The Ring With Mr Wrong (Check National Film Library)

6. Breed Knowledge

- a) Syllabus Requirements

"Candidates will be required to confidently answer detailed questions for the Group to which they aspire on Dogs NZ approved Breed Standards in the form of:

 - i. Written multiple choice questions
 - ii. The application of the Standards to practical judging where applicable."
- b) Interpretation

Fundamentally breed knowledge is the most important aspect of judging dogs, which is the integration of breed knowledge, canine anatomy, terminology, ringcraft and the prevailing Rules and Regulations appropriate to the event.
- c) Method of Acquisition of Knowledge
 - i) Stewarding - Stewarding is an ideal opportunity to study dogs at close quarters. Make yourself available for stewarding for the group to which you are aspiring. Discuss placings with the judge if and when a discreet opportunity arises.
 - ii) Attending workshops, seminars, lectures, discussion groups, etc. Attend as many of these as possible, even if you are not sitting examinations for the breed or group covered as there is always

something to learn whether from the presenters or others present. Remember the presenters have given their time for your benefit. If you are unable to attend an important lecture in your area ask the Branch Secretary or someone who is attending to collect any handouts or other material for you.

- iii) Attending kennel visits - Take advantage of any organised kennel visits. Most breeders are willing to help, and group visits minimise the inconvenience to breeders and in addition provide the benefits of group discussion. Where these have been arranged, do try to attend and if unable to, inform the organisers in good time.
- iv) Preparing articles or analyses - Tutors may require candidates to prepare short articles on, or an analysis of, particular aspects of a breed or breeds, e.g. the major differences between a Lhasa Apso and a Shih Tzu. Not only are these a very useful way of acquiring breed knowledge, but if copies are made and exchanged they can be of benefit to others.
- v) Videos based training - Videos of breeds and shows are available from a number of sources including NZDJA, local clubs local breeders or exhibitors and overseas sources. If you can, watch the video with others. Run through it once, discuss it and then run through it again, stopping it or slowing it when points discussed are shown. Make brief notes on what you have learned, to assist revision.
- vi) Correspondence tasks - Tutors may require you to complete a corresponding task, e.g. to read material and answer questions. These tasks may already have been used in your area several times. The benefit lies in completing the task yourself rather than getting the correct answers, so avoid the temptation to borrow someone else's answers from an earlier assignment.
- vii) Guided observation - This is intended as an appreciation of good ringcraft and technique. It is also an opportunity to apply knowledge gained from other sources. When on your own, try and identify if the judge is looking for a specific aspect, for example a breed characteristic. As an exercise, go over the dogs in your mind, place them by applying the Breed Standard, and mentally justify your decisions in words as if you were discussing your placings. In addition, if in a group, or with a tutor share your ideas and questions with the others but be discreet. Criticisms of individual dogs, exhibitors or judges should not be included. Discussions can be overheard and may be misinterpreted.
- viii) Mock judging - Branches will organise mock practical examinations from time to time under the guidance of experienced judges. These are a most valuable opportunity to apply the knowledge you have learned, to develop your skills of ringcraft, and to build up your confidence in your ability to handle both the judging situation and the questioning which will follow your placing of the dogs. You will be asked to provide either verbal or written critiques, depending on the time, numbers, etc. Both are excellent at developing the skills you will be assessed on in a real examination.
- ix) Acting as a tutor, lecturer, host for kennel visit, etc. Although you are a candidate for a particular group you probably have considerable knowledge of some breed or other group and you may be asked to share this with the candidates aspiring to these groups. Not only does this give you the opportunity to repay some of the time given to your training by others, but it frequently helps you discover what you need to look for when you are on the receiving end, and vice versa.

d) References

- (i) Textbook: Dogs NZ Standards
Please Note: These are required to be available at ringside. When judging please do not be afraid to use them.
- (ii) Additional Material
 - Interpretations of Standards from breed books.

- A Standard Guide to Purebred Dogs - Harry Glover
 - The Classic Encyclopaedia of the Dog - Vero Shaw
 - The Visualization of the Standards - American Kennel Club
 - The Complete Australian Dog Book - KCC Victoria
- (iii) Other Sources of Material
- Dogs NZ Library
 - Judges Association
 - Local clubs
 - Bookshops/pet shops/junk and second hand shops
 - National Library request service
 - Breeders
 - Dog publications including:
 - New Zealand Kennel Gazette Breed Supplements
 - Dog World and other papers
 - Year Books obtainable from breed clubs

APPENDIX III: PROMOTIONAL CREDITS (ALL PANELS)

| Reference No. | Activity Available | Available Credits | Maximum |
|---------------|--|-------------------|---------|
| | Refer to Definitions of Credit Reference Numbers and Notes for Clarification. | | |
| 1 | Stewarding at Open or Championship Shows | 5 | 10 |
| 2 | Officiating as Show Manager at Championship or Open Shows | 5 | 10 |
| 3 | Successfully completing an official Dogs NZ Show Managers Course | 10 | 10 |
| 4 | Judging at Open Show | 5 | 10 |
| 5 | Judging at Championship Show | 5 | 10 |
| 6 | Attendance at a judge's seminar | 20 | 20 |
| 7 | Participation in a tutorial role in seminars, lectures or group discussions | 10 | 30 |
| 8 | Attendance at lectures or discussion groups | 5 | 20 |
| 9 | Acting as an officer of an NZDJA recognised Branch | 5 | 5 |
| 10 | Attending a kennel visit | 10 | 20 |
| 11 | Hosting a kennel visit | 20 | 20 |
| 12 | Preparation of a brief analysis of structure and function of a breed or group of breeds | 5 | 20 |
| 13 | Preparation of an in depth analysis and expansion of the standard for the selected breed | 20 | 20 |
| 14 | Video/DVD based training | 5 | 10 |
| 15 | Video/DVD based training on anatomy and movement | 5 | 5 |
| 16 | Preparation of 20 original multi choice questions suitable for use in judges' theory exams together with answers | 10 | 20 |
| 17 | Active participation on the Association Board or on a NZKC Committee focusing on Breeds or Breeding | 20 | 20 |
| 18 | Guided Observation at ringside | 5 | 15 |
| 19 | Acting as a guide for ringside observation | 10 | 30 |
| 20 | Mock judging with verbal critiques | 5 | 15 |
| 21 | Mock judging with written critiques | 5 | 5 |
| 22 | Acting as a group leader | 20 | 20 |
| 23 | Acting as a mock examiner for NZDJA examination candidates | 10 | 10 |
| 24 | Acting as a NZDJA Judges Examiner | 30 | 30 |
| 25 | Entering or exhibiting your dog/s for the Show Judges Exams; 2 points to enter plus 1 point per dog. *Maximum 5 points per show | *5 | 15 |
| | Total credits required for promotion (Open Show, Group Panel, Specialist Breed Panel, Practicing Certificate) The total credits must be obtained by, and no more than, two years before the application closing date. | 50 | |
| Notes: | (i) Refer to the relevant credit reference No. for each activity in the list of credit definitions. (ii) The credit definitions detail what is required for each activity. (iii) Whilst it is necessary to obtain 50 points to proceed further or to qualify for a practicing certificate, judges should take every opportunity to further their knowledge in every possible way. (iv) The maximum points listed under each category are NOT a restriction on the number of activities which may be completed | | |
| | Applicants to the Specialist Breed Panel MUST complete at least one each of activities 20 & 21. Credit activities marked with an asterisk * are available only for your own breed or for a breed or group that you are currently licensed to award CCs to. | | |
| | Applicants for the Practicing Certificate may only obtain points from the following activities – 2, 5, 6, 7, 9, 11, 16, 17, 19, 22, 23, 24 | | |

Definitions of Credit Reference Numbers

- 1) Acting as a ring steward at a Championship Show or Open Show – for a minimum of one whole group at an All Breeds, Group or Multi-breed show or at a Specialist Show.
Recorder: The Club or Show Secretary
- 2) Officiating as Show Manager at a Championship Show or Open Show.
Recorder: The Club or Show Secretary
- 3) Successfully completing an official Dogs NZ Show Managers Course
Recorder: Dogs NZ Trainer
- 4) Judge a full group at an Open Show.
Recorder: The Club or Show Secretary
- 5) Judge a full group at a Championship Show.
Recorder: The Club or Show Secretary
- 6) Full attendance at an official* training seminar. (Seminars are full day activities)
Recorder: The Branch Secretary / Group Leader or nominated deputy present
- 7) Acting as a Tutor for a subject at a seminar, lecture or group discussion.
Recorder: The Branch Secretary / Group Leader or nominated deputy present
- 8) Full attendance at an official* lecture or discussion group.
Recorder: The Branch Secretary / Group Leader or nominated deputy present
- 9) Acting as an Officer of an NZDJA recognised branch.
Recorder: President or Vice President of Club
- 10) Full attendance at an official* visit to a kennel with a minimum of 4 dogs of one breed present. This visit to take the form of a training session in that breed – led by the owner/breeder.
Recorder: Host of kennel visit
- 11) Acting as a host for (10) i.e. being the owner/breeder leading the training session.
Recorder: Group Leader or nominated deputy present
- 12) Preparation to a satisfactory standard of an original written analysis of the structure and form function of a breed or group of breeds. **Minimum 500 words.**
Recorder: Authorised Validator
- 13) Preparation of an original in depth analysis and expansion of the standard for the selected breed.
Minimum 750 words.
Recorder: Authorised Validator
- 14) Video/DVD based training: Official* study on a particular breed or aspect of judging, by assimilating information contained on a video tape or DVD. Satisfactory completion, (within 14 days) of a brief question paper supplied with the tape or DVD.
Recorder: Authorised Validator
- 15) Video/DVD based training: Official* study on anatomy and movement, by assimilating information contained on a video tape or DVD. Satisfactory completion, (within 14 days) of a brief question paper supplied with the tape or DVD.
Recorder: Authorised Validator

- 16) Preparation of 20 original multi choice questions suitable for use in the judges' theory examinations together with answers.
Recorder: Chair of Judges Assn or nominated deputy
- 17) Active participation on the Association Board or on a NZKC Committee focusing on breeds or breeding.
Recorder: President of the Association or nominated deputy; or the Director/Secretary of the NZKC
- 18) Organised ringside observation. Guided observing at an All Breeds show (a minimum of a complete group) or at a Specialist show for the total show. Guided observation at ringside is intended as an appreciation of good ringcraft, technique and to make comparisons between breeds within a group. It should NOT include criticisms of individual dogs, exhibitors or judges. There is no substitute for an experienced "eye" and this can only be gained by watching dogs of all breeds and types.
Recorder: Official observation guide*
- 19) Acting as an official* guide for (18).
Recorder: The Group Leader or Branch Secretary
- 20) Mock judging with verbal critiques. Judging a minimum of three dogs at an official* Training event, and giving a satisfactory verbal critique on those three dogs to the Group Leader or nominated deputy.
Recorder: Group Leader or nominated deputy present
- 21) Mock judging with written critiques. Judging 3 - 5 dogs at an official* training event, and providing a written critique on the first three placed dogs to the Group Leader or nominated deputy, within 30 minutes of completion of the judging.
Recorder: Group Leader or nominated deputy present
- 22) Acting as the leader of a particular group of judges for a period of at least 6 months. The group leader is responsible, in conjunction with the Branch committee, for organising training activities for their assigned group members.
Recorder: Branch Secretary
- 23) Acting as a mock examiner for NZDJA Examination candidates.
Recorder: President of the Association.
- 24) Performance as an NZDJA Judges Examiner as per NZKC regulations and guidelines.
Recorder: President of the Association.
- 25) Entering and exhibiting your dog/s for the Show Judges Exams. 2 points for the entry plus 1 point per dog to a maximum 5 points per show.
Recorder: Show Secretary

NOTES:

- Official* means recognised or organised by a Branch or Group Leader of the Judges Assn, or the Authorised Validator where appropriate.
- Correspondence papers and video tapes/DVDs will be issued by the Authorised Validator. On request and must be returned with the completed written assignments within 14 days.
- Every effort will be made to supply the breed requested, but a second and third choice should also be given should that first choice not be available. After written assignments have been validated a validation number will be issued – and this should be recorded on your credit record card.
- All written material supplied will remain the property of the Judges Assn.
- Written material or requests for video tapes/DVDs or correspondence should be addressed to: The Secretary, NZ Dog Judges Association.