



CODE OF BEST PRACTICE FOR
JUDGES

(INCLUDING GUIDE FOR JUDGES AND RING STEWARDS
& CODE OF BEST PRACTICE FOR THE SELECTION OF JUDGES)

2016 EDITION



THE KENNEL CLUB

Making a difference for dogs

Contents

INTRODUCTION

- CHAPTER 1** CODE OF BEST PRACTICE FOR JUDGES
- CHAPTER 2** CODE OF BEST PRACTICE FOR JUDGES - CANINE HEALTH AND WELFARE
- CHAPTER 3** INVITATION TO JUDGE
- CHAPTER 4** INVITATION TO AWARD CHALLENGE CERTIFICATES
- CHAPTER 5** BEFORE THE SHOW
- CHAPTER 6** AT THE SHOW
Whilst in the Ring
Judging the Dogs
Awarding the Challenge Certificate
- CHAPTER 7** AFTER THE SHOW
Critiques
Records
- CHAPTER 8** OVERSEAS JUDGES AND BRITISH JUDGES
OFFICIATING OVERSEAS
- CHAPTER 9** GUIDE FOR RING STEWARDS
Getting Involved
- CHAPTER 10** STEWARDING AT SHOWS
- CHAPTER 11** DUTIES
Before Judging
During Judging
- CHAPTER 12** EQUIPMENT
- CHAPTER 13** ON ARRIVAL AT SHOW
- CHAPTER 14** DURING JUDGING
- CHAPTER 15** AFTER JUDGING
- ANNEX A** ELIGIBILITY FOR AWARDS
KENNEL CLUB REGULATIONS FOR THE SELECTION OF:
Best of Breed
Reserve Best of Breed
Best Opposite Sex
Best Puppy in Breed
Best Puppy in Show
Best in show
- ANNEX B** WRITING CRITIQUES
- ANNEX C** CODE OF BEST PRACTICE FOR THE SELECTION OF JUDGES

Introduction

This booklet is intended as a useful reference for those embarking on a judging career in shows and to assist established judges in understanding their obligations to Exhibitors, Show Societies and the Kennel Club.

It is important that the information enclosed is read in conjunction with Kennel Club Regulations, which are published in the Kennel Club Year Book, particularly the following section:

Regulations F and F(1) – Kennel Club Show Regulations.

These Regulations apply to all judges whether domiciled in this country or overseas who officiate at Kennel Club licensed Shows. The references refer to appropriate Kennel Club Regulations or announcements in the Kennel Club Journal

It should be noted that this book is intended as a guide to the relevant Kennel Club Show Regulations.

Chapter 1. Code of Best Practice for Judges

The overall and stated object of the Kennel Club is to promote in every way the general improvement of dogs and this objective also applies to Judges.

The overall aim and objective of a Judge at whatever level, from Companion Dog Show to Championship Shows/Trials, is to reward healthy dogs and to provide value for the time, training, effort and money which the exhibitor/competitor puts into presenting their dog. Moreover, the decision of Championship Judges in particular will ultimately effect the future development of a particular breed and/or respective discipline concerned.

There is therefore an expectation that Judges will be competent and may be trusted. Judging is not a right but a privilege. Judges should be respected by the exhibitor/competitor. To that end the following Code sets out the relevant aspects that a Judge should be capable of demonstrating.

Integrity

- 1.1 Judges should act honestly and impartially when undertaking an appointment
- 1.2 A dog should be placed only on merit according to the Breed Standard or Competition Regulations. Judges should be prepared to provide a critique on placings (Field Trial Judges excepted).
- 1.3 Judges should conduct themselves in a manner compatible with the standing of a Judge at all times whilst at a show/trial and in any other capacity which might have a bearing on the interests of the canine world.
- 1.4 Judges are referred to the factors set out below which may be said to affect their standing and may result in exclusion from Judging lists or future judging contracts or withdrawal from an agreed appointment;
 - 1.4.1 Criminal Convictions

Chapter 1. Code of Best Practice for Judges

- I.4. 2 Threatening Behaviour
- I.4. 3 Misrepresenting or abusing authority
- I.4. 4 Not judging in accordance with Kennel Club Rules and Regulations
- I.4. 5 Not judging according to Breed Standards
- I.4. 6 Harsh Handling
- I.4. 7 Breach of Kennel Club Rules and Regulations
- I.4. 8 Using the name of the Kennel Club in an unauthorised manner.

Health Guidelines

- I.5 Judges are expected to decline, or to withdraw from, an appointment which they cannot fulfil. The aim of the competition can only be fulfilled when the judging of dogs is carried out in a fully competent manner.
- I.6 Ill health of various kinds can temporarily or permanently make it impossible for a person to complete a judging appointment according to the demands which are set forward in this Code of Best Practice. A Society or Club can if necessary, either temporarily or permanently cancel the judging contract should it become apparent that the judge cannot appraise his/her own situation and can no longer fulfil the judging appointment.

Chapter 1. Code of Best Practice for Judges

- 1.7 Judges must be able to undertake the judging of the dogs with an obvious independence and in a confident and convincing manner. Judges must not at any time rely on others to assist with the main work of judging.
- 1.8 Judges must be capable of meeting the physical requirements of fulfilling the judging appointment.
- 1.9 From the above it follows that a person with definite lessening of capabilities, and who is dependent on assistance or the presence of various forms of technical help may need to consider if he or she is capable of fulfilling a judging appointment in an adequate and satisfactory manner.
- 1.10 The Show/Trial Organisers shall try to find out that invited judges are able to fulfil their appointments.
- 1.11 As far as reasonably possible the Show/Trial Organisers are responsible for ensuring that the aims of the dog show/trial are fulfilled and that the exhibitors/competitors receive the quality of judging that they deserve.
- 1.12 The Kennel Club has an overriding responsibility and may in individual cases either temporarily defer or permanently withdraw approval when the Judge in question is considered not to have the necessary capabilities. That is not to say that any particular disability will preclude judging. A common sense approach needs to be adopted by both Show/Trial Organiser and Judge.

Chapter 1. Code of Best Practice for Judges

During Judging

Judges should observe the following formalities when judging;

- 1.13 Treat and handle all competing dogs in a confident, careful and consistent manner. Judges must not harshly handle, maltreat, or penalise unfairly any dog.
- 1.14 Conduct themselves in a courteous manner to all and concentrate fully on the dogs. It is inadvisable for judges to call any exhibitor/competitor by their name, initiate or engage in a conversation initiated by an exhibitor/competitor whilst judging is in progress.
- 1.15 Dress in a conventional and acceptable fashion precluding them from being the centre of attention, or from causing any distress to the dog being exhibited or its owner.
- 1.16 Try to avoid sunglasses or light reflective/reactive glasses when judging breeds at breed shows as this could inhibit the ability to determine shades and colours of a dog's coat, eyes etc.
- 1.17 Judges should not smoke, consume alcoholic drinks or use or activate a mobile phone whilst in the Ring or when judging.

General

The following are general requirements for Judges;

- 1.18 Absolute integrity in order to judge honestly and impartially, and to place dogs solely on their merit.
- 1.19 A suitable temperament and sufficient stamina to cope with what can be a physically and mentally demanding task.
- 1.20 To judge in a customary fashion acceptable to the exhibitor/competitor and the breed of dog.

Chapter 1. Code of Best Practice for Judges

Breed Shows

Judges should have;

- I.21 A comprehensive knowledge of the breed to be judged and its Kennel Club Breed Standard.
- I.22 An understanding of Kennel Club Regulation F paragraph 10.
- I.23 The following minimum criteria before being considered to award Challenge Certificates for the first time.

Breed Specialist

- I.23.1 Minimum of 7 years judging experience in the breed as well as having attended the following mandatory seminars:
 - I.23.2 To have attended a seminar given by a Kennel Club Accredited Trainer and passed the relevant examination on Regulations and Judging Procedures.
 - I.23.3 To have attended a seminar given by a Kennel Club Accredited Trainer on Conformation and Movement.
 - I.23.4 To have attended a Conformation and Movement 'Hands-on Assessment' conducted by a Kennel Club Accredited Trainer and passed the assessment.
 - I.23.5 To have attended at least one breed specific judging seminar run in accordance with the relevant Kennel Club Code of Best Practice and passed an examination and/or assessment where applicable.
 - I.23.6 To have bred and/or owned a minimum of 3 dogs when they obtained their first entry in the Kennel Club Stud Book (save in exceptional circumstances).
 - I.23.7 To have stewarded at a minimum of 12 days at shows.

Chapter 1. Code of Best Practice for Judges

Non Breed Specialist

- I.23.8 Minimum of 7 years judging experience in any one breed (to include 5 years in the relevant breed).
- I.23.9 To have awarded Challenge Certificates to at least one other breed.
- I.24 Eligibility to judge at Open Shows, Regulation F(1) paragraph 21 refers.

Summary

- I.25 Judges should have a comprehensive knowledge of the breed(s) to be judged and also the relevant Kennel Club Breed Standard. It is the responsibility of the Judge to keep abreast and up to date with developments in such matters.
- I.26 Judges should have a comprehensive knowledge of competition procedures and etiquette. It is the responsibility of the Judge to keep abreast and up to date with developments in such matters.
- I.27 Judges should be familiar with the Kennel Club Rules and Regulations and the Guide for Judges as amended from time to time and to keep up to date with all relevant Regulations governing the Breed, the competition and judging.
- I.28 Judges should give value to the exhibitor/competitor and ultimately the breed/sport in question. Judges should act at all times with honesty and integrity and impartiality.

Chapter 2. Code of Best Practice for Judges - Canine Health and Welfare

Judges should also refer to the Kennel Club Fit for Function; Fit for Life website to keep abreast of developments in canine health and welfare. www.fitforfunction.org.uk

- 2:1 Every dog should be bred to be fit enough to enjoy its life to the full.
- 2:2 The conformation of all dogs should be such that they would be capable of fulfilling the function for which the breed was originally developed – whether or not that original function still exists.
- 2:3 Judges should therefore familiarise themselves with the function for which any breed they are going to judge was originally developed. In particular, they should understand the effect of the requirements of this function on the breed's conformation.
- 2:4 Judges, especially those who judge at championship shows, will strongly influence the development of a breed – winners at shows will be bred from to produce future generations of show dogs and, as importantly, pets. Judges must not encourage the development of exaggerations that would make dogs unsuitable for their original function or that could affect their wellbeing.
- 2:5 All dogs must be able to see, breathe, walk and be free from pain, irritation or discomfort. Judges must, in assessing dogs, penalise any features or exaggerations which they consider would be detrimental to the soundness, health or wellbeing of the dog. [F.10]
- 2:6 Judges should never award prizes to dogs which are visibly suffering from any condition which would adversely affect their health or welfare. For example:
- lameness – including 'hopping'
 - inappropriate temperament whether this is excessive timidity or aggression
 - a discharge from one or both eyes or any signs of discomfort in either eye
 - obvious breathing difficulty
 - obvious skin disorder or ear irritation
 - exaggerations that would make the dog unsuited to the breed's original purpose
 - significantly over or under weight

Dogs with such problems are not healthy dogs and should not be awarded prizes.

Chapter 2. Canine Health and Welfare

- 2:7 The duty of care expected of a judge is that of the experienced dog breeder and exhibitor who would be aware of what is normal and therefore should be able to appreciate significant deviation from normal. Judges are not expected to make a veterinary diagnosis, but rather to exercise their informed commonsense based on their extensive experience. It is therefore important that judges understand the basic principles of canine conformation and movement.
- 2:8 The introductory paragraph to all breed standards states 'a Breed Standard is the guideline which describes the ideal characteristics, temperament and appearance of a breed and ensures that the breed is fit for function. Breeders and judges should at all times be careful to avoid obvious conditions or exaggerations which would be detrimental in any way to the health, welfare or soundness of this breed. From time to time certain conditions or exaggerations may be considered to have the potential to affect dogs in some breeds adversely, and judges and breeders are requested to refer to the Kennel Club website for details of any such current issues. If a feature or quality is desirable it should only be present in the right measure.'
- 2:9 The Fault Clause in all breed standards states that '...the seriousness with which the fault should be regarded should be in exact proportion to its degree and its effect upon the health and welfare of the dog.'
- 2:10 The Judge's Declaration on the Challenge Certificate states that 'having assessed the dogs and penalised any features or exaggerations which I consider detrimental to their soundness, health or welfare, I am clearly of the opinion that ... is of such outstanding merit as to be worthy of the title of Champion'.
- 2:11 Judges may exclude any dog from the ring if it is considered not in a fit state for exhibition owing to savage disposition or suffering from any visible condition which adversely affects its health or welfare and the exclusion must be reported immediately by the judge/steward to the Show Secretary. The judge's decision is final and the dog shall be excluded from all subsequent competition at the Show. The judge must make a report to the Show Secretary at the first opportunity after the Show. [F(1)21.n]

Chapter 2. Canine Health and Welfare

- 2:12 If the show executive receives a report from a show official or Kennel Club official of an apparently visibly unhealthy and/or unsound dog, the dog will be referred to the show veterinary surgeon and if the allegation is upheld the dog will be excluded from subsequent competition at the show. For example if the dog in question had been awarded Best of Breed, it would be excluded from the Group competition. [F(1)15.b]
- 2:13 Where a dog has been withdrawn at the request or suggestion of the judge, the judge must make a report to the Show Secretary at the first opportunity at the Show. The Secretary must forward these details to the Kennel Club within 7 days of the close of the show. [F(1)21.o]
- 2:14 The Kennel Club provides report forms to judges of certain breeds at General and Group Championship Shows to provide up to date information on the overall health of those dogs entered under them – a copy of the judges' critique for the appointment is also required. This information is then used by the Kennel Club in monitoring the health of those pedigree dogs being exhibited at shows. Added to this, the Kennel Club is also appointing breed health monitors to provide feedback on a breed's general health status and to also ensure that judges are adhering to the new Regulations and new Breed Standard clauses as detailed above.
- 2:15 Judges must, when requested to do so submit a completed breed health monitoring report form and a copy of their critique to the Kennel Club within 21 days of the show. [F(1)22.e.]

Chapter 3. Invitation to Judge

- 3.1 The soliciting of judging appointments is, in the opinion of the Kennel Club, unacceptable. Judges usually receive a first invitation after a minimum period of 5 years of being seen as a successful breeder, exhibitor or handler. The first invitation is likely to be for no more than 3 classes (or 5 for Stud Book Band E Breeds) at a Limited or Open Show.

Judges at all shows should:
- 3.2 Ensure that they have received a written invitation from the show society.
- 3.3 Confirm that they are available and are able to comply with any conditions laid down by the society.
- 3.5 Be aware that Kennel Club Regulations no longer require the mandatory weighing/measuring of Miniature Dachshunds, Poodles or German Spitz.
- 3.6 Be aware that if a Society/Club and/or judge wish to weigh Miniature Dachshunds at a Show this must be agreed in writing between the Judge and the Society/Club in good time prior to the show. [F(1)21.j and F(1)22.c] Judges are responsible for provision of scales.
- 3.6 Confirm eligibility and acceptance of the appointment in writing and state any requirements for a fee or expenses. (Most invitations for breeds at Open and Limited Shows are in an honorary capacity).
- 3.7 Ensure that the acceptance is followed by written confirmation of the appointment by the Society.
- 3.8 The invitation, acceptance and confirmation form the basis of a contract between the judge and the society [F(1)22]. If a judge has been invited to award Kennel Club Challenge Certificates in a breed the contract is not formed until the Kennel Club has approved the appointment. [F(1)22.a]

Chapter 3. Invitation to Judge

- 3.9 For eligibility to judge non Challenge Certificate breeds and for more than three classes (or 5 classes for Stud Book Band E breeds) at Open Shows refer to F(1) 21.b.

- 3.10 A judge has an obligation to notify show societies in writing of any change in his/her personal circumstances which will affect his/her ability to fulfil the appointment. It should be noted that show societies also reserve to themselves the right to cancel a judging contract if there is a change in a judge's circumstances which in its reasonable opinion would adversely affect his/her ability to fulfil the appointment. [F(1)22.b]

Chapter 4. Invitation to award Challenge Certificates

- 4.1 When a judge is invited to award Challenge Certificates to a breed for the first time the show society will ask the prospective judge to complete a Kennel Club questionnaire. This will be sent to the judge and when completed will be considered by the show society [F(1)24.c]. If the completed questionnaire is approved by the society, it will be forwarded for consideration by the Committee of the Kennel Club and approval granted or refused.

- 4.2 It should be noted that approval to award Kennel Club Challenge Certificates is the sole prerogative of the Kennel Club and is considered for each individual appointment. Decisions on approval are based on the following criteria:-
 - 4.2.1 A correctly completed questionnaire.
 - 4.2.2 The opinion of the Breed Council/Clubs as appropriate.
 - 4.2.3 The length and depth of judging experience (before considering a first appointment the Committee will expect an overall judging experience of at least seven years before the date of the proposed appointment).
 - 4.2.4 Details on the number of dogs entered and actually judged at Open and other shows.
 - 4.2.5 Whether the proposed judge has judged a breed club open or limited show for the breed concerned.
 - 4.2.6 The dogs bred and/or owned by the proposed judge which have gained Kennel Club Stud Book numbers.
 - 4.2.7 The proposed judge's overall judging experience including variety classes judged. This information must be included on the questionnaire itself and not on additional papers or CVs.
 - 4.2.8 All other relevant circumstances.

Chapter 4. Invitation to award Challenge Certificates

- 4.3 Where a person is approved to judge a breed for the first time, approval for a subsequent appointment will be conditional on the first engagement being completed without substantial complaint together with an acceptable evaluation.
- 4.4 It is also appropriate for Breed Clubs and Councils to report on a judge's performance after they have judged and they are encouraged to do so.
- 4.5 The maximum number of dogs with Challenge Certificates that should be judged by one person in one day is:

One breed - up to 250 dogs

Two breeds - up to 200 dogs

Three or more breeds - up to 150 dogs

Note:

There is no limit to the number of breeds with CCs that can be judged in one day, provided the number of dogs entered across the breeds does not exceed 150.

Chapter 5. Before the Show

- 5.1 The society will send a show schedule to the judge as a reminder of the appointment. This will also indicate classes to be judged and may be accompanied by an indication of the number of dogs entered per class.
- 5.2 The judge should also ensure that they familiarise themselves with the relevant Breed Standard and refer to the Kennel Club Fit For Function: Fit for Life website for the latest canine health and welfare information for the breeds he/she is to judge.
- 5.3 It is important at this time that the judge plans his/her route to the show to avoid arriving late.
- 5.4 All judges must be aware of Regulation F(1)22.g. and its relevance in respect of a judge failing to honour an engagement. If such an eventuality arises, the judge should take the following action:
 - 5.4.1 Notify the society immediately.
 - 5.4.2 Confirm the reason in writing in order that a report can be made to the Kennel Club.

Chapter 6. At the Show

At the show all judges must:

- 6.1 Arrive in ample time for their judging appointment – it is discourteous to keep exhibitors waiting.
- 6.2 Report to the show secretary to collect their judging book and badge/rosette, together with any other papers, instructions and special requirements. Ensure that before starting to judge special prizes are available.
- 6.3 Check the judging book to ensure all slips are present, and at Championship Shows – slips for Best of Sex, Reserve Best of Sex and Best of Breed are provided. [F(1)21.h]
- 6.4 Find out when and where the society expects them to judge.
- 6.5 Arrive at their ring in good time to check the layout and meet with their stewards.
- 6.6 Discuss with their stewards how they wish the ring to be organised. Stewards should always remember that the judge is in overall control of the ring and should accordingly following the Judges' directives.

Whilst in the ring judges must not:

- 6.7 Smoke at any time.
- 6.8 Consume or have available alcoholic drinks.
- 6.9 Use or activate a mobile telephone.

Judging the dogs

These listed items are intended to assist judges and enable them to appreciate their obligation to exhibitors, canine societies and the Kennel Club:

- 6.10 Apart from the exhibitors in the class only the judge, stewards and those authorised by the show management are allowed in the ring while judging is in progress. [F(C)2.a.4]
- 6.11 Judges should concentrate solely on the breed they are judging.

Chapter 6. At the Show

- 6.12 Judges should adopt a system which examines and moves every dog in the same manner. Each exhibit should be seen to be considered equally for placings/awards, and if eligible under the Regulations called into the ring.
- 6.13 Gentleness in handling exhibits is essential. Young dogs in particular may be affected by rough treatment.
- 6.14 Judges must judge in accordance with Kennel Club Breed Standards.
- 6.15 Judges are also expected to maintain and abide by the highest standards in accordance with Kennel Club Rules and Regulations and appropriate Codes of Best Practice as published from time to time. [F.10]
- 6.16. It is most important that in assessing dogs, judges should penalise any features or exaggerations which they consider would be detrimental to the soundness, health and well being of the dog. [F.10]
- 6.17 Judges should be aware of the number of dogs to be judged, the conditions and time available, and pace the speed of their judging accordingly.
- 6.18 Whilst it is important to give each and every exhibit due attention in the ring, judges should aim to limit the time spent on each dog to approximately 2 minutes - this being considered particularly important where other breeds are following on in a ring.
- 6.19 Judges should not wait unduly for exhibitors who are late reporting for a class.
- 6.20 Exhibitors arriving late and missing the only class in which they are entered cannot be transferred to another class.
- 6.21 Exhibitors arriving late and missing their first class can be exhibited in subsequent classes for which they are legitimately entered. They can also compete for all subsequent awards providing they are unbeaten. The Kennel Club will rule on the dog's eligibility for these awards after the show.

Chapter 6. At the Show

- 6.22 Only the show secretary/management may transfer an exhibit from one class to another. This is not the responsibility of the judge or ring stewards.
- 6.23 The eligibility of dogs entered in any class is not the concern of the judge or steward. Any queries should be referred to the show secretary/management and the Kennel Club will rule on the dog's eligibility subsequent to the show.
- 6.24 Judging of breeds in which Challenge Certificates are offered must have priority over all other breeds and classes. [F(1)21.f]
- 6.25 Classes in each breed are to be judged in the order in which they are entered in the judging book. [F(1)21.g]
- 6.26. If the intention to weigh Miniature Dachshunds has been stated in the show schedule, each new dog must be weighed by the judge or with the judge observing. [F(1)21.j]
- 6.27. The judge should be aware that where competition is subject to a height or weight limit, the decision of the judge in case of dispute shall be final. [F(1)21.k]
- 6.28 Judges may exclude any dog from the ring if it is considered not in a fit state for exhibition owing to savage disposition or suffering from any visible condition which adversely affects its health or welfare and the exclusion must be reported immediately by the judge/steward to the show secretary/management. The judge's decision is final and the dog shall be excluded from all subsequent competition at the show. The judge must make a report to the show secretary/management at the first opportunity after the show.
- 6.29 Where a dog has been withdrawn at the request or suggestion of the judge, the judge must make a report to the Show Secretary at the first opportunity at the Show. The Secretary must forward these details to the Kennel Club within 7 days of the close of the show. [F(1)21.o]

Chapter 6. At the Show

- 6.30 Judges may permit an exhibit to be withdrawn when application is made by the exhibitor or his representative [F(1)20.c]. A dog so withdrawn must not compete further at that Show. This should not be confused with the withdrawal of a dog from variety classes once declared best of breed in order to remain unbeaten for best in group/best in show.
- 6.32 On completion of judging a class the judge must place the dogs to be given awards in the centre of the ring in descending order from the judge's left to right and must then mark and sign the judge's book. [F(1)21.q]
- 6.33 Judges must not grade dogs or place dogs in reverse order.
- 6.34 Judges are not permitted to give equal awards. [F(1)21.u]
- 6.35 Judges can withhold awards because of lack of merit. The judge must mark on the judging slips that the award has been withheld. When a judge withholds an award for third place, the subsequent awards in that class must be withheld. [F(1)21.m]
- 6.36 Judges are not permitted to make any oral commentary on the dogs until the conclusion of all their judging. Any public commentary at a Show must not include mention of a dog's name or reference to previous awards. [F(1)21.t]
- 6.37 It is not acceptable to sign a judging book prior to judging classes. Judges should complete their judging book personally prior to signing. This should not be the responsibility of the steward. However, judging books may be completed in the following manner if the judge wishes:
- 6.37.1 The judge enters the exhibit numbers in the first column of the judging book.
- 6.37.2 The book may then be passed to a ring steward to transcribe the numbers to the other columns.
- 6.37.3 The ring steward then hands the judge's book to the judge, who checks the numbers are correct, and then signs the bottom of each slip.

Similarly all award cards should be completed fully prior to signing.

Chapter 6. At the Show

- 6.38 If any alterations are made in the judging book, the judge must initial the alterations and record the date and time. [F(1)21.r]

Awarding the Challenge Certificate

- 6.39 The importance attached to the awarding of a Kennel Club Challenge Certificate cannot be emphasised enough. So much so Kennel Club Regulations stress the point that the judge must be “clearly of the opinion that” the dog to which the Challenge Certificate is being awarded is “of such outstanding merit as to be worthy of the title Champion”. The following Regulation talks about the judge deciding on the Best of Sex winner first – and then deciding whether or not to award it the accolade of receiving the Challenge Certificate. It is intended that this wording will focus judges’ attention on the importance of only awarding CCs to dogs which are “of such outstanding merit as to be worthy of the title of Champion”. Thereby reinforcing the quality of Kennel Club Champions. The wording of this Regulation is intended to make judges pause for thought before deciding whether or not to award the Challenge Certificate to the Best of Sex winner.

Regulation F(1)24.j

The Judge shall decide on a Best of Sex and Reserve Best of Sex winner in each sex. Before deciding to award a Challenge Certificate or a Best of Breed Challenge Certificate the judge must be clearly of the opinion that the exhibit to which he is awarding the Challenge Certificate is of such outstanding merit as to be worthy of the title of Champion and that the exhibit to which he is awarding the Reserve Challenge Certificate or the Reserve Best of Breed Challenge Certificate is in his opinion worthy of being awarded the Challenge Certificate should the Challenge Certificate winner be disqualified. Should the Challenge Certificate not be awarded the Reserve Challenge Certificate cannot be awarded. The dogs must be in the ring at the time the awards are made. The Judge must complete and sign all certificates, in accordance with the catalogue details.

Chapter 6. At the Show

- 6.40 It is emphasised that at no time should a ring steward or any person other than the judge fill in details of the exhibit on the card.
- 6.41 When awarding Challenge Certificates, Reserve Challenge Certificates, Best of Sex, Reserve Best of Sex and Best of Breed cards it is recommended that the blank card be handed to the winning exhibitor as soon as the award is declared in the centre of the ring. The card should then be handed back when it will be completed and signed by the judge and then given back. Some judges prefer to complete and sign the cards at the end of the dog classes whilst others return the completed cards after all judging for the breed has finished. Either of these methods is acceptable.
- 6.42 **Best of Breed**
Where a breed is separately classified a Best of Breed may be declared but only from those dogs which have received a first prize in a breed class at the show.

Awarding the Single Best of Breed Challenge Certificate

- 6.43 Judges will be required to award a Best of Sex card and a Reserve Best of Sex card to the Best and Reserve Best Dog and to the Best and Reserve Best Bitch in the usual way. These awards to be made at the end of the respective dog and bitch classes.

Having declared these awards the Judge may then declare a Best of Breed between the Best Dog and the Best Bitch provided the dog has received a first prize in a breed class at the show, and give out the card. The judge will then decide whether this exhibit is of such outstanding merit as to be worthy of the Challenge Certificate. If so the single CC will be awarded, if not the award must be withheld.

Reserve Challenge Certificate.

- 6.44 If the Challenge Certificate is awarded, the Judge will then decide which exhibit is awarded the Reserve Challenge Certificate. If the Challenge Certificate is withheld the Reserve Challenge Certificate must not be awarded.

Chapter 6. At the Show

Exhibits eligible for the Reserve Challenge Certificate will be the exhibit declared reserve in its sex to the Best of Breed winner and the exhibit declared Best of Sex in the opposite sex to the Best of Breed winner.

Before awarding the Reserve Challenge Certificate, the judge must decide whether the exhibit is of such outstanding merit as to be worthy of the Challenge Certificate if the CC winner is disqualified. If so the Reserve CC will be awarded, if not the award must be withheld.

For example; the single CC may be awarded to the Best Bitch as Best of Breed, but the Reserve CC may be awarded to the Best Dog or the Reserve Best Bitch. Just because the CC goes to the bitch it does not necessarily follow that the Reserve CC must also go to a bitch.

The dog declared best of breed will be eligible for the Group, even if the CC is withheld.

Remember

- 6.45 It is essential that judges entrusted with awarding Best of Breed, Reserve Best of Breed, Best Opposite Sex and Best Puppy at Open Shows and for the selection of Best Puppy in Show and Best in Show are fully conversant with the eligibility for these awards.

Annex A to this Guide gives the current Show Regulations for eligibility for these awards.

Chapter 7. After Judging

After Judging

- 7.1 When their judging assignments are completed judges should leave the ring as quickly as possible particularly if there is another judge scheduled for that ring, and return to the show secretary's office to confirm that they have completed all of the necessary documentation. They will then be supplied with the relevant catalogue.

Critiques

- 7.2 There is no doubt that having the privilege of judging the dogs of other owners carries certain responsibilities and obligations. It therefore follows that judges should show the same degree of integrity and courtesy after leaving the show ring.
- 7.3 Kennel Club Regulations require all judges at Championship Shows and Open Breed Club Shows to produce a written critique for the first two placings in each class, and to dispatch the critique to at least one of the weekly United Kingdom canine journals. Furthermore, the Kennel Club would encourage judges at other types of show to follow this obligation to exhibitors. It is appreciated that whilst there is no guarantee that the dog press will publish a judge's critique, it is nevertheless important for the judge to prepare that critique and then to send it to the dog press within a reasonable period of time after each appointment. It is advisable that a copy of the critique is kept. In many instances, even if the dog press do not publish the report, club journals do ensure that critiques, when available, are given prominence.
- 7.4 It is also pointed out that if the judge's contract requires a critique to be written, and this is not done, the breach of contract can be referred to the Kennel Club.

Please refer to Annex B - Guide to Writing Critiques.

Chapter 7. After Judging

Records

- 7.5 It is important for all judges that they keep records of all their judging experience. This is of particular relevance to those hoping, at some future date, to be invited to award Kennel Club Challenge Certificates. It is a requirement of the Kennel Club that when being asked to award Challenge Certificates in a breed for the first time judges complete a questionnaire detailing their experience. Accuracy in completing this questionnaire is essential and the judge signs to that effect. Therefore it is necessary that judges retain both the catalogues and judging books showing the actual number of dogs entered and actual number of dogs judged for the purpose of completing the questionnaire. Records should also be kept of dogs which have gained Kennel Club Stud Book numbers, details of which will be required for the questionnaire.
- 7.6 If at any time this information is misplaced the appropriate show secretaries can be contacted or details can be obtained from the records held at the Kennel Club Library (Championship Shows only). Remember inaccurate records may result in a fine or suspension from judging.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

Overseas Judges

- 8.1 Judges from overseas officiating in this country must judge in all respects in the same general manner as is expected from “home” judges. Overseas judges judging at Kennel Club licensed events, should note that they must judge to the Kennel Club Breed Standards and not to those of the FCI, AKC or other overseas’ Kennel Clubs. A judge’s duties in this country cannot be delegated and they should be aware that double-handling, commentaries and grading are not permitted.

Canine Health and Welfare

- 8.2 Judges are referred to chapter 2 of this Guide which details a judge’s responsibilities in respect of canine health and welfare.
- 8.3 The suitability of overseas judges to give Kennel Club awards will be assessed in the same way as for British nationals. Therefore it is important that details of their judging experience including the number of actual dogs entered and judged, is kept. This information is essential in order to be considered to award Kennel Club Challenge Certificates. Overseas judges who do not judge a particular breed at Championship Show level in their own countries, or are not endorsed by the relevant Kennel Club of their country, will not normally be approved to judge that breed with Challenge Certificates in the UK.
- 8.4 To assist judges from overseas, inviting societies are required to supply them with:

- 8.4.1 A copy of the relevant up to date Kennel Club Breed Standard.
- 8.4.2 A copy of this Guide

Briefing Notes for Overseas Judges officiating in the United Kingdom

- 8.5 All judging in the United Kingdom must be based on the following:
- 8.5.1 The up to date Kennel Club Breed Standard.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

8.5.2 The Kennel Club Guide for Judges and Ring Stewards.

8.5.3 The Kennel Club Rules and Regulations.

At the Show in Judges' reception

8.6 Check the judging book for order of classes to be judged and that slips for all classes and the major awards are present.

8.7 Do not sign the judging book until the class has been judged.

8.8 Kennel Club Regulations no longer require the mandatory weighing/measuring of Miniature Dachshunds, Poodles or German Spitz.

8.9 If a Society/Club and/or judge wish to weigh Miniature Dachshunds at a Show this must be agreed in writing between the Judge and the Society/Club in good time prior to the show. [F(1)21.j and F(1)22.c] Judges are responsible for provision of scales.

In the Ring

8.10 Work with the ring stewards and explain how you want the ring organised.

8.11 Adopt a system and be consistent.

8.12 Endeavour to judge approximately 30 dogs per hour, allow for 2 minutes per dog.

8.13 If unsure about a point on a dog refer to the UK Kennel Club Breed Standard.

8.14 It is most important that in assessing dogs, judges should penalise any features or exaggerations which they consider would be detrimental to the soundness, health and well being of the dog.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

- 8.15 Judges may exclude any dog from the ring if it is considered not in a fit state for exhibition owing to savage disposition or suffering from any visible condition which adversely affects its health or welfare and the exclusion must be reported immediately by the judge/steward to the show secretary/management. The judge's decision is final and the dog shall be excluded from all subsequent competition at the show. The judge must make a report to the show secretary/management at the first opportunity after the show.
- 8.16 No dog should be dismissed from the ring apart from the reasons given above.
- 8.17 Where a dog has been withdrawn at the request or suggestion of the judge, the judge must make a report to the Show Secretary at the first opportunity at the Show. The Secretary must forward these details to the Kennel Club within 7 days of the close of the show. [F(1)21.o]
- 8.18 If a dog misses a class and is not entered in another class it cannot compete further in the breed.
- 8.19 If a dog misses a class but is entered in another class in the breed, it can compete and if unbeaten can also compete for all subsequent awards for example Challenge Certificate or Best Puppy.
- 8.20 If the intention to weigh Miniature Dachshunds has been stated in the show schedule, each new dog must be weighed by the judge or with the judge observing.
- 8.21 Awards may be withheld because of lack of merit. The judge must mark the judging book that the award has been withheld. If the award for third place is withheld no further awards in that class can be given.
- 8.22 Attraction of exhibits from outside the ring is not permitted.
- 8.23 On completion of the class, the dogs must be placed in descending order from the judge's left to right in the middle of the ring. The first dog must be placed on the judge's left, preferably facing any spectators.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

- 8.24 Once the dogs are placed, the judge must complete the relevant class slip and sign it.
- 8.25 If any alterations are made in the judging book, the judge must initial the alteration and record the date and time.
- 8.26 It is not acceptable to sign a judging book prior to judging classes. Judges should complete their judging book personally prior to signing. This should not be the responsibility of the steward. However, judging books may be completed in the following manner if the judge wishes:
1. The judge enters the exhibit numbers in the first column of the judging book.
 2. The book may then be passed to a ring steward to transcribe the numbers to the other columns.
 3. The ring steward then hands the judge's book to the judge, who checks the numbers are correct, and then signs the bottom of each slip. Similarly all award cards should be completed fully prior to signing.
- 8.27 Dogs must not be graded or placed in reverse order.
- 8.28 Dogs cannot be given equal awards.
- 8.29 Oral critiques are not permitted.

Awarding the Challenge Certificate

- 8.30 The importance attached to the awarding of a Kennel Club Challenge Certificate cannot be emphasised enough. So much so that Kennel Club Regulations stress the point that the judge must be "clearly of the opinion that" the dog to which the Challenge Certificate is being awarded is "of such outstanding merit as to be worthy of the title Champion". The following Regulation talks about the judge deciding on the Best of Sex winner first – and then deciding whether or not to award it the accolade of receiving the Challenge Certificate. It is intended that this wording will focus judges' attention on the importance of only awarding CCs to dogs which are "of such outstanding merit as to be worthy of the title of Champion". Thereby reinforcing the quality of Kennel Club Champions. The wording of this Regulation is intended to make judges pause for thought before deciding whether or not to award the Challenge Certificate to the Best of Sex winner.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

Regulation F(1)24j

The Judge shall decide on a Best of Sex and Reserve Best of Sex winner in each sex. Before deciding to award a Challenge Certificate or a Best of Breed Challenge Certificate the judge must be clearly of the opinion that the exhibit to which he is awarding the Challenge Certificate is of such outstanding merit as to be worthy of the title of Champion and that the exhibit to which he is awarding the Reserve Challenge Certificate or the Reserve Best of Breed Challenge Certificate is in his opinion worthy of being awarded the Challenge Certificate should the Challenge Certificate winner be disqualified. Should the Challenge Certificate not be awarded the Reserve Challenge Certificate cannot be awarded. The dogs must be in the ring at the time the awards are made. The Judge must complete and sign all certificates, in accordance with the catalogue details.

- 8.31 It is emphasised that at no time should a ring steward or any person other than the judge fill in details of the exhibit on the card.
- 8.32 When awarding Challenge Certificates, Reserve Challenge Certificates, Best of Sex, Reserve Best of Sex and Best of Breed cards it is recommended that the blank card be handed to the winning exhibitor as soon as the award is declared in the centre of the ring. The card should then be handed back when it will be completed and signed by the judge and then given back. Some judges prefer to complete and sign the cards at the end of the dog classes whilst others return the completed cards after all judging for the breed has finished. Either of these methods is acceptable.
- 8.33 Best of Breed
Where a breed is separately classified a Best of Breed must be declared from those dogs which have received a first prize in a breed class at the show.
- 8.34 Where a breed is separately classified a Best of Breed may be declared but only from those dogs which have received a first prize in a breed class at the show.
- 8.35 The selection of Best Puppy in Breed must follow the selection of Best of Breed.

Chapter 8. Overseas Judges and British Judges Officiating Overseas

Critiques

- 8.36 Oral critiques or commentary by the judge are not permitted when judging.
- 8.37 Notes on the dogs placed first and second should be taken following the judging of each class. Written critiques on the first two placings must be completed after the show and sent to the UK dog press and in some instances when judging a Breed Club show also to the breed club secretary if requested. [F(1)22.d]

Group Judging

- 8.38 When judging the Group, a shortlist is usually selected. In the final line, dogs must be placed in descending order 1 to 4, again from the judge's left to right. Dogs must not be placed in reverse order.
- 8.39 No oral critiques or commentary can be given by the judge.

British Judges Officiating Overseas

- 8.40 By the same token, British judges are reminded when judging overseas that they must conform to the rules, regulations and conventions of the host country. Judging must be undertaken on the basis of the Breed Standards that are recognised in that country.
- 8.41 For all UK judges asked to officiate at FCI international shows in FCI member countries it should be noted that if they have not been approved to judge a particular breed at Championship Show level in the UK, or if they are not currently endorsed by the Kennel Club, they should not accept appointments to award CACIBs at FCI International shows. This applies only to FCI International CACIB Shows. The rules for awarding national certificates, even in FCI Member countries, are dependent upon each country, and in many instances British open show judges are permitted to award such national certificates.

Chapter 9. Guide for Ring Stewards

Introduction

This Chapter attempts to explain, in detail, the duties and responsibilities of stewards at **all** types of Kennel Club licensed events. It covers relevant Kennel Club requirements and includes practical hints gathered from those who have had wide experience in stewarding. Whether you are thinking of offering your services as a steward to your local club for the first time, or whether you have been officiating for a number of years, it is hoped that this Chapter will provide useful information and advice.

Getting Involved

Every variety of dog competition needs stewards and, although their work is carried out voluntarily, dog shows simply could not take place without their assistance. There are no specific qualifications necessary to become a steward and, as such, stewarding is an ideal starting point for those people keen to become more involved in show management or the dog scene in general.

- 9.2 If you have never undertaken any stewarding and would like to try, most club secretaries or chief stewards are only too glad of an offer of help and will put you in a ring with an experienced steward to "learn the ropes".
- 9.3 It is also worth trying to attend a Stewarding Seminar at an early stage. Many clubs run these and they are usually advertised in the dog press.
- 9.4 A good working knowledge of Kennel Club Rules and Regulations is important, but you do not need to be an expert in these matters by any means, as the interpretation of rules and regulations lies in the hands of the show management and judge.

Chapter 10. Stewarding at Shows

Authority, responsibilities and duties Annex C to Kennel Club Regulations F

- 10.1 Annex C to the Kennel Club Show Regulations outlines the primary role and authority of a steward. All stewards must be aware of these basic instructions although the practicalities of the procedures will be enlarged upon later in this section.

Authority/Responsibilities

- 10.2 A steward's responsibilities are at all times to assist the judge in the course of his/her duties and to ensure the smooth and efficient running of the ring.
- 10.3 Stewards should always remember that the judge is in overall control of the ring and should accordingly follow the judge's directives.
- 10.4 Stewards are not authorised to allow any exhibit into the ring unless it is entered in the class as recorded in the judge's book and/or catalogue or unless a notice of transfer authority is provided by the Show secretary/manager.
- 10.5 Stewards are not authorised to transfer dogs from classes or allow unentered exhibits into classes without the necessary authority from the show secretary/manager.

Note:

The only transfer authority is the show secretary/manager.

- 10.6 Stewards are not authorised to instruct exhibitors concerning a dog's eligibility to compete in a class, and should never prevent a dog which is entered in the class or has the necessary authority to be exhibited from competing even if it is considered that the dog is ineligible.

Note:

The only authority to disqualify is the Committee of the Kennel Club.

Chapter 11. Stewarding at Shows - Duties

Before Judging

- 11.1 Ensure that all materials have been provided in the ring for the proper posting of awards and that all prize cards for each class are available.
- 11.2 Stewards must be aware of the order in which breeds are to be judged in the ring.
- 11.3 Take all reasonable steps to ensure exhibitors are aware judging is due to commence, after which the responsibility for dogs being brought into the ring at the correct time for the classes entered, rests with the exhibitor.
- 11.4 Ensure each exhibitor has the correct ring number clearly displayed on entering the ring.
- 11.5 Ensure that no dog is present in the ring except those being judged; those persons allowed in the ring are the judge and the ring stewards, no other person is allowed in the ring without the authority of the show executive.
- 11.6 If requested by the judge, to line up dogs in the ring in the order of their awards gained in earlier classes and to stand new dogs separately from these "seen" dogs.
- 11.7 Advise the judge when all dogs are present in the ring and then retire to the judge's table and subsequently only converse with the judge if requested to perform a specific duty.

During Judging

- 11.8 Ensure that dogs near or around the ringside do not interfere with exhibits being judged.
- 11.9 Ensure that photographers are not inside the ring whilst judging is in progress.
- 11.10 Ensure that the attraction of exhibits from outside the ring does not occur and that any person so attracting is reported to the judge.

Chapter 11. Stewarding at Shows - Duties

Note:

The attraction of the exhibit's attention from outside the ring is prohibited - it is not allowed even at the judge's or steward's discretion - stewards must ensure that it is not done. Show societies have advice and guidance from the Kennel Club on how to manage instances of "outside attraction" and such instances should be brought to the attention of the show society.

After the class has been judged

- 11.11 Remind the judge to place the dogs to be awarded prizes in the centre of the ring in descending order from the judge's left to right before the judge marks the judging book.

- 11.12 When placed in order of judge's awards - give out prizes.

- 11.13 Ensure, where Challenge Certificates are on offer that the judge completes and signs the Challenge Certificates, Reserve Challenge Certificates, Best of Sex or Reserve Best of Sex cards, and enters the correct numbers of the winners in the judge's award book.

- 11.14 Clearly mark awards on board provided in the ring.

- 11.15 Where relevant, post correct award slips on board provided in the ring and ensure other correctly marked and signed slips are sent to the Show secretary/manager's office.

Annex C to Kennel Club Regulations provides the basic information a Steward needs to fulfil an appointment and comply with Kennel Club Rules and Regulations. The following sections provide a more detailed look at the day to day duties of a steward and hopefully contain a few useful ideas.

Chapter 12. Stewarding at Shows - Equipment

- 12.1 Different societies have different ideas about what ought to be provided for their stewards. You should always be given basic equipment such as tables, chairs, award boards etc., but a well organised steward can pre-empt shortages of other useful items by always carrying his own equipment to all his appointments. Useful items include:-
 - 12.1.1 A clipboard.
 - 12.1.2 Pens and pencils. (Remember that ball-point pens do not always work in the rain or when it is cold!).
 - 12.1.3 Drawing pins and/or sticky tape to hold down award sheets on wooden or metal boards.
 - 12.1.4 Pegs or clips to hold judges' slips together.

Chapter 13. Stewarding at Shows

- On Arrival at Show

- 13.1 Always report to the secretary or chief steward well before judging commences. Remember that if you are stewarding for a numerically large breed, judging may well start earlier than for the other breeds scheduled at the show.
- 13.2 Collect all equipment necessary for your ring, e.g. mat (if required), prize cards, ring award board, bucket, shovel etc. Check you have the correct prize cards and any rosettes that are to be given out.
- 13.3 Upon reaching the appropriate ring, ensure that you have all the furniture you require and set out your ring table, chairs, blackboard etc. Under no circumstances "borrow" a table or any other equipment from another ring, even if you do not think judging will be taking place there. Check the stability of the table to be used for examining table dogs.
- 13.4 It is important to take some time setting up the ring, as you must bear in mind how good a view of the ring will be offered to exhibitors and spectators. Also, bear in mind that you do not want the sun to be shining straight into the eyes of exhibits, exhibitors or the judge. However the judge has the final say on ring layout.
- 13.5 You should also locate your wet weather ring as, given the vagaries of the British weather, you may well be required to direct people to the alternative ring very quickly. On no account use another breed's wet weather ring.
- 13.6 Check your ring, particularly at open air shows, for any potentially harmful hazards such as fragments of glass, bottle tops or holes. Also look for a good route for dogs to move to enable the judge to assess their movement, and be ready to advise the judge if necessary.
- 13.7 If a second steward has been appointed, always agree beforehand how the workload is to be distributed.
- 13.8 Check where your breed is benched. When judging is ready to commence, it is always helpful to go to the benching area to call the first class, as not all exhibitors will hear you if the class is called from the ring itself. It is the exhibitor's responsibility to be present for the classes they have entered. However, the judging will go far more smoothly if the steward informs exhibitors of the likely times of judging.

Chapter 14. Stewarding at Shows

- During Judging

- 14.1 Call classes into the ring as and when required by the judge. Agree beforehand where and how the judge would like the dogs presented.
- 14.2 You may have to issue ring numbers. This is always a useful way to find out who is absent, but the method is not foolproof because some exhibitors may have picked up their numbers from their bench. It is also useful to mark the catalogue as each dog comes into the ring by placing a tick against each ring number.
- 14.3 Keep waiting exhibits out of the way when the judge is assessing a dog's movement.
- 14.4 Always be alert in case the judge shortlists some exhibits in a large class or is ready to place winning dogs. If a judge does shortlist some exhibits, check with the judge that the remaining dogs are no longer required and usher them from the ring.
- 14.5 Always line up winners from left to right (as required by Kennel Club Regulations). Spectators will be grateful if you try to face the winning exhibit towards the side of the ring where most people are watching, although this might not be possible in certain ring layouts.
- 14.6 Enter absentees in the judge's book. Absentees are entered in the judge's book once only. Repeat classes for absentees do not count in the total absentee tally.
- 14.7 Ensure that the judge signs all judging slips and that they are returned to the Secretary (or Awards Office if relevant) as soon as possible.

Chapter 14. Stewarding at Shows

- During Judging

- 14.8 Make sure that the correct prize cards are given out to the correct class.
- 14.9 Challenge Certificates, Reserve Challenge Certificates and Best of Breed Cards must be completed and signed by the judge. If there have been two judges, one for dogs and one for bitches, they must both sign the Best of Breed card. If two judges cannot reach a decision the Referee must sign the award card. Where two judges have been appointed for a breed it is usual for Best of Breed to be decided in the dog ring.
- 14.10 Always call your next class into the ring when the judge is completing the critique of the previous class.
- 14.11 You are not allowed to stop exhibitors coming into the ring if they have entered that class. However, if an exhibitor arrives late for a class, always ask the judge if he is willing to see the exhibit, as he may choose not to accept latecomers.
- 14.12 It is the responsibility of exhibitors to clean up after their dogs. Always make sure that a bucket and shovel is available.
- 14.13 Ensure exhibitors remove any rosettes won in previous classes before the judging of a particular class takes place.
- 14.14 If more than one breed is to be judged in your ring, always arrange with the other steward to stagger your lunch break in order that the judging can continue without a pause, should it be required. It is usual that, if more than one breed is being judged, the first judge does not break for lunch.

Chapter 14. Stewarding at Shows

- During Judging

- 14.15 Sometimes judging takes longer than anticipated. Try to inform the chief steward of any delays so that arrangements for that ring, or the timing of the group judging, can be altered accordingly.
- 14.16 Always be aware of what is happening in and around the ring and be ready to assist the judge at all times.
- 14.17 Try to establish a routine for each class and encourage exhibitors to do the same.
- 14.18 Always be as helpful as possible to the exhibitors and remember that novice exhibitors will be looking to you for guidance.

Chapter 15. Stewarding at Shows

- After Judging

Content

- 15.1 Best of Breed winners must know where and when Group judging is being held, so make sure that you are able to tell them if asked.
- 15.2 Return all remaining judging slips to the Secretary (or Awards Office if relevant).
- 15.3 Cancel any remaining prize cards where prize money is on offer.
- 15.4 Return all equipment, including bucket and shovel and relevant paperwork to the chief steward's or show manager's office. In particular, any notes from the secretary transferring dogs to other classes must be kept in case of future queries.

Annex A Eligibility for Awards

Kennel Club Regulations for the selection of:

Best of Breed
Reserve Best of Breed
Best Opposite Sex
Best Puppy in Breed
Best Puppy in Show
Best in Show

SHOWS with Mixed Classes

- A.1 Where a breed is separately classified and the dogs and bitches are together in the same classes, a Best of Breed may be declared but only from those dogs which have received a first prize in a breed class at the show, followed by a Reserve Best of Breed. Best Puppy in Breed is then selected from all puppies unbeaten by any puppy in the breed.

SHOWS with Separate Classes for each sex

- A.2 Where separate classes are provided for each sex of a breed, a Best of each Sex and Reserve Best of each Sex must be declared from all unbeaten exhibits. A Best of Breed, Reserve Best of Breed, Best Opposite Sex and Best Puppy in Breed must be selected as follows:
- A.2.1. Best of Breed is selected from the Best Dog and Best Bitch provided the dog has received a first prize in a breed class at the show.

Option One - For awarding Best of Breed, Reserve Best of Breed & Best Opposite Sex, where single sex classes are scheduled for a separately classified breed.

- All unbeaten dogs that have received an award are called in for Best Dog and Reserve Best Dog.
- All unbeaten bitches that have received an award are called in for Best Bitch and Reserve Best Bitch.
- Best of Breed is selected from the Best Dog and Best Bitch provided these dogs have received a first prize in a breed class at the show.

Annex A Eligibility for Awards

- Reserve Best of Breed is selected from the exhibit beaten by the Best of Breed and Reserve Best of Sex to the exhibit declared Best of Breed.
- Best Opposite Sex is then the best exhibit that is the opposite sex to the Best of Breed. Therefore, if both the Best of Breed and Reserve Best of Breed are the same sex, the exhibit that is the Best of Sex and has only been beaten by the Best of Breed and Reserve Best of Breed, is awarded Best Opposite Sex.
- Best Puppy in Breed is selected from all unbeaten puppies. Unless the Best of Breed or Reserve Best of Breed is a puppy only beaten by an adult dog, then it should automatically be declared Best Puppy in Breed.

Option Two - For awarding Best of Breed and Reserve Best of Breed only.

- There is no need to declare Best of Sex where mixed sex and single sex classes are scheduled together for a separately classified breed, the judge should call all unbeaten winning dogs into the ring for Best of Breed. Best of Breed may be declared but only from those dogs which have received a first prize in a breed class at the show.
- Reserve Best of Breed is selected from those dogs only beaten by the Best of Breed.

Regulation F(1)26. Best Puppy in Show:-

- A.3 Where a Best Puppy in Show competition is scheduled, the Best Puppy in Show is a puppy which has competed and is unbeaten by any other puppy exhibited at the same Show. A puppy is a dog of 6 and not exceeding 12 calendar months of age on the first day of the Show. Where the Best of Breed, Best of Group or Best in Show is a puppy it should automatically be Best Puppy in Breed, Best Puppy in Group and Best Puppy in Show respectively. Similarly, if the Reserve Best of Breed, Reserve Best of Group or Reserve Best in Show is a puppy which has only been beaten by an adult dog, it should automatically be Best Puppy in Breed, Best Puppy in Group or Best Puppy in Show respectively. Consequently selection of Best Puppy in Breed, Best Puppy in Group and Best Puppy in Show must follow the selection of Best of Breed, Best of Group and Best in Show respectively.

Annex A Eligibility for Awards

Championship Shows Judged on the Group System (Definition: Shows judged on the Group System – Refer Regulation F(1)27.b)

- Best Puppy in Breed
- A.4 A Best Puppy must be declared in each breed from puppies entered in the breed classes.
- Best Puppy in Group
- A.5 Best Puppy in Group and subsequent Puppy Group placings must be selected from:
- A.5.1 Those puppies declared Best Puppy in Breed provided they are unbeaten by any other puppy.
- A.5.2 The puppy declared Best Puppy from Any Variety Not Separately Classified classes in each Group or on each day provided it is unbeaten by any other puppy.
- Best Puppy in Show
- A.6 Best Puppy in Show must be selected from the Best Puppy in Group winners provided they are unbeaten by any other puppy.

Open and Limited Shows Judged on the Group System

- Best Puppy in Group
- A.7 Best Puppy in Group and subsequent Puppy Group placings must be selected from those puppies which have been judged and which are unbeaten by any other puppy.
- Best Puppy in Show
- A.8 Best Puppy in Show must be selected from the Best Puppy in Group winners provided they are unbeaten by any other puppy.

Shows Not Judged on the Group System

- A.9 Best Puppy in Show must be selected from puppies which have been judged and which are unbeaten by any other puppy.

Annex A Eligibility for Awards

Withdrawal from Other Competition

- A.10 Puppies which become eligible for Best Puppy in Group and Best Puppy in Show, may be withdrawn from all other competition, other than breed classes and Best Puppy in Breed, prior to the competition for Best Puppy in Group and Best Puppy in Show as appropriate, in order to remain unbeaten. A puppy beaten in competition for Best Puppy in Group or Best Puppy in Show may subsequently be exhibited in all competition for which it was previously eligible. The dog declared Best Puppy in Show, however, must not compete in any subsequent competition. Puppies may be withdrawn from Any Variety Classes when judged before Breed Classes.

Proviso

- A.11 For the purpose of this Regulation, dogs beaten in competition for Stud Dog, Brood Bitch, Progeny, Brace and Team or a Special Award confined to one breed will not be considered to be a beaten dog.

Regulation F(1)27. Best in Show:-

- A.12 The dog declared Best in Show is a dog which has competed and is unbeaten by any other dog exhibited at the same show.
Definition of a Category 3 Breed. A breed from time to time designated by the General Committee as requiring particular monitoring by reason of visible condition(s) which may cause health or welfare concerns. The list of designated Category 3 Breeds is kept under regular review and is published from time to time in the Kennel Club Journal.

Best of Breed

- A.13 Where a breed is separately classified a Best of Breed may be declared but only from those dogs which have received a first prize in a breed class at the show. Where separate classes are provided for each sex of a breed a Best of each Sex must be declared.

Note: The Best of Breed/Best Any Variety Not Separately Classified award relevant to a Category 3 Breed will not be confirmed until the dog has passed an examination by the General and Group Championship Show Veterinary Surgeon.

Annex A Eligibility for Awards

Shows Judged on the Group System

- A.14 (Definition: Shows judged on the Group System include classes for breeds within more than one Group, as defined in Kennel Club Regulation B(A); and require a judge to declare a Best of each Group after which the exhibits so declared will compete for the award of Best in Show and Reserve Best in Show.)

Best of Group

- A.15 Best of Group and subsequent Group placings must be selected from:
- A.16.1 The Best of Breed winners in each Group provided they are unbeaten winning dogs.
- A.16.2 The best unbeaten winning dog from the Any Variety Not Separately Classified classes in each Group or on each day.

Note: The dog declared Best of Breed/Best Any Variety Not Separately Classified from a breed designated by the Kennel Club as a Category 3 Breed is not eligible to compete in the Group competition unless it has passed an examination by the Group's Championship Shows Veterinary Surgeon. If the dog fails to pass the examination it is ineligible to compete in the relevant Group.

Best in Show

- A.17 Best in Show must be selected from the Best of Group winners provided they are unbeaten. Reserve Best in Show must be selected from the remaining Group winners following the selection for Best in Show.

Note: Group Championship Shows will be judged on the Group System, the Best in Group being the Best in Show, Reserve Best in Show being selected from the remaining dogs judged for Best in Show.

Shows Not Judged on the Group System

- A.18 Best in Show must be selected from all unbeaten winning dogs. Reserve Best in Show must be selected from the remaining unbeaten winning dogs following the selection of Best in Show.

Annex A Eligibility for Awards

Breed Club Shows

Shows confined to one Breed

- A.19 Best in Show must be selected from exhibits declared Best of Sex providing they have received a first prize in a breed class at the show and are unbeaten winning dogs. Reserve Best in Show must be selected from the Best Opposite Sex and Reserve Best of Sex to the exhibit declared Best in Show.

Shows confined to a Sub-Group

- A.20 Best in Show must be selected from all unbeaten winning dogs. Reserve Best in Show must be selected from dogs beaten only by the dog declared Best in Show.

Withdrawal from Other Competition

- A.21 Dogs which become eligible for Best of Group and Best in Show may be withdrawn from all other competition other than breed classes and Best of Breed prior to the competition for Best of Group or Best in Show as appropriate in order to remain unbeaten. A dog beaten in competition for Best of Group or Best in Show may subsequently be exhibited in all competition for which it was previously eligible. The dogs declared Best in Show and Reserve Best in Show, however, must not compete in any subsequent competition. Dogs may be withdrawn from Any Variety Classes when judged before Breed Classes.

Proviso

- A.22 For the purpose of this Regulation, dogs beaten in competition for Stud Dog, Brood Bitch, Progeny, Brace and Team or Special Award confined to a single breed, will not be considered to be beaten dogs.

Annex B Writing Critiques

Guide to Writing Critiques

- B.1 There are several good reasons why judges should write critiques. The principal reasons for doing so are twofold. Firstly to allow the judge to outline the relative virtues and weaknesses of the dogs before them and secondly to give the judge the opportunity to explain his or her placings.
- B.2 A critique can also give those who were not able to attend the show some idea not only of what happened on the day but also of what the winning dogs looked like. A good 'pen picture' by a respected judge can be a valuable indication of a dog's worth for those who, for whatever reason, are not able to get to the shows.
- B.3 Critiques can give future exhibitors some idea of what your priorities are as a judge, and whether you really do understand the breed. Anyone can place dogs in order; being able to justify the decisions is another matter.
- B.4 The Kennel Club is committed to the continual training of judges and requires all judges, old and new, to write critiques. [F(1)22.d] So, for those who are serious about judging, it is a good idea to show it by sending a report for publication.
- B.5 Critique writing is also a useful training tool for judges. It teaches the judge that when examining a dog you should be watching it move, and concentrating on the really essential points of each dog. A useful mental exercise is to ask yourself the question - how would I sum up that dog in 30 words? This makes you first look at the dog as a whole, and then concentrate on its virtues while at the same time taking into account its failings, which is the main principle of judging.

Content

- B.6 Try not to use hundreds of words or a long flowery style to describe each winning dog. It is quite unnecessary to re-write the Standard and, in some cases, the papers may sub-edit your report. Stick to the essential points, the things that really struck you about that dog.
- B.7 There is never any need to be cruel or unkind. There is always a pleasant way of putting over even the less good points, for example, 'would prefer a little more bone', or 'eye could be a shade darker' this is much kinder than, 'no bone' and 'yellow eye'.

Annex B Writing Critiques

Be Positive

- B.8 Do not forget that the dogs you are reporting on are successful; presumably you must have liked something about them, even if they are not exactly your ideal. So be positive, concentrate on the dog's good points, at the same time indicating kindly where it could be better. On the other hand a report which makes all the dogs seem perfect is not really worth the paper it is written on, so be objective.
- B.9 Sometimes you read a report which mentions several faults in the first placed dog and none in the second, which will make the reader wonder why they were placed that way round. You can use your report to explain why you placed the dogs in a particular order.

An Introduction

- B.10 Some judges like to include an introduction giving their thoughts on the state of the breed. That is fine if you have a large, representative entry but can look a bit silly if you have only a few dogs. Nevertheless if one virtue or fault is common to a high proportion of the entry you judged, by all means point it out.

Avoid Standard Phrases

- B.11 A few phrases to avoid are 'Not my type', you are supposed to be judging to the Kennel Club Breed Standard, not 'your' type. 'Unlucky to meet winner', well obviously it was. 'Has one if', this will have the reader wondering if the dog is a monorchid or has a bad mouth; either mention tactfully what the problem is, or leave it out. 'This exhibitor was unsporting' - this is potentially libellous and could land you in court!
- B.12 If you are judging a Breed Club Show, the press will allow a few lines about the show itself, how many entries, how well organised it was and so on. Sadly the dog press does not have the space to mention the stewards, so thank them on the day rather than in print.

Annex B Writing Critiques

What will the Canine Press Print?

- B.13 Early judging appointments are likely to be at Open Shows. Dog World and Our Dogs generally request a report on each of the first prize winners at General Open Shows, along with the names of the second and third place winners and their owners. It is important that you give the name of the exhibits and not just the exhibit numbers, as the dog press does not always receive a copy of the show catalogue. Do not forget to include the Best of Breed and Best Puppy. It is advised that you do not write on any additional winners other than those requested by the press, as they will only be deleted.
- B.14 Pre-paid envelopes from the Dog Press are usually provided, and are usually passed to the judge along with other documentation for the day ahead. If by chance you are not given the envelopes, please do not be deterred from writing a critique, you should send one to the press regardless.
- B.15 Breed Club Open Show reports create more interest and therefore contain more information, the press will print the first and second placings, plus the name of third place. This is the same information as is published where Challenge Certificates have been awarded.

In The Ring

- B.16 When you have made your placings, the appropriate winner(s) should remain in the ring so that you can make your notes. It might be wise for you to ask your steward to tell exhibitors in advance that you want the relevant winner(s) to stay behind. You can write on part of the judge's book that you retain. However there may not be a large amount of space for this so you might prefer to take along a notebook of your own. Try to remember not to leave it open on the table or leave it behind. If you do it will be almost impossible for you to write your critique. Some judges prefer to use a tape recorder but if you do please make sure you know which buttons to press, information erased in error can be very frustrating and not very useful to the exhibitors expecting to see a critique.

Annex B Writing Critiques

- B.17 If you do shorthand, it can be a great help; otherwise you might like to develop your own for the various points, especially if your handwriting is as poor. It is important that your notes are accurate. It is unfair to the dog, and does not improve your reputation, if you get the basics wrong.
- B.18 It is advised that you write out your report as soon as you can after the show; that way the picture of the dogs is fresh in your mind.

Layout of the Report

- B.19 Ideally, the dog papers prefer reports to be typed, at least double spaced, on one side of the paper only. That way the papers are less likely to misprint the names or comments. If you don't type, please use capital letters at least for the dogs' names. Please include the number of dogs entered in each class, absentees too if you wish. Do not forget to include the name of the show and your own name. Please also sign the critique and print your own name, as some signatures are impossible to read.
- B.20 Send (fax or email) the critique as soon as you can. The Dog Press will probably print all reports received within a month of the show. With the huge number of shows held nowadays, and the ever-increasing number of breeds classified, there is often a backlog of show reports especially during the summer so you may have to wait several weeks before it appears in print. If other reports from the same show or same week appear and yours does not, give the paper a quick ring in case yours has been lost en route. If sending your report by fax and by post, mark the latter as a duplicate, otherwise the papers' may get thoroughly confused!

Summary

- B.21 By following these simple guidelines you should be able to produce a fair and objective critique about your winners. Learning to write a good critique during your early judging career will hold you in good stead. Who knows, one day you may be asked to judge overseas where you may have to dictate a report on every single dog, and award it a grade or give a verbal critique whilst the dog is still in the ring.

Annex C. Code of Best Practice for the Selection of Judges

To all Club Secretaries and Committee Members

As part of a determined drive to improve quality and standards in all dog activities, the Kennel Club has developed this Code of Best Practice for the Selection of Judges. It complements the 'Code of Best Practice for Judges' itself.

This Code is to serve as a reminder and a guide to those entrusted with the responsibility of selecting the best available Judges for their particular events. We are not, in publishing the Code, seeking to 'reinvent the wheel' and we believe that it merely sets out what is already widely practised by all conscientious committees and event organisers.

The Code does however bring together those issues which experienced exhibitors and competitors expect to be considered when Judges are being selected.

Our ultimate objective is to foster a renewed and strengthened trust and confidence in our Judges by those who are already experienced and enjoy competing at shows and events. We also hope that our efforts may help us to see more newcomers attracted into the varied activities offered by the Kennel Club through its many clubs and societies.

This latest edition includes new criteria for the nomination of overseas judges which can be found on pages 3-5.

Annex C. Code of Best Practice for the Selection of Judges

Aims and Objectives

- C.1.1 The overall and stated object of the Kennel Club is to promote in every way the general improvement of dogs and this objective also applies to the selection of Judges.
- C.1.2 The overall aim and objective of a Judge at whatever level, from Companion Dog Show to Championship Show/Trial, is to provide value for the time, training, effort and money which the exhibitor/competitor puts into presenting their dog. Moreover, the decisions of Championship Judges in particular will ultimately affect the future development of a particular breed and/or respective sport or discipline concerned.
- C.1.3 There is therefore an expectation that Judges will be competent and may be trusted. Judging is not a right but a privilege. Judges should be respected by the exhibitor/competitor. To that end, the following Code of Best Practice sets out the relevant aspects that anyone should be aware of when undertaking the selection process for Judges at any level, for all shows and trials.

The Administrative Selection Process

- C.2.1 The selection process should be undertaken collectively by an elected Committee of the club/society and the decision-making should not be delegated without the authority of the Committee. The selection of Judges should never rest with one person or with an unauthorised group of people.
- C.2.2 The decision should be carefully minuted and a fair and even-handed approach is expected. As far as possible every effort should be made to research lists of suitably experienced Judges to ensure that the selection is made from the best available 'pool' of qualified Judges. The Committee should always identify a number of Judges for one appointment, in case the first choice is unavailable.
- C.2.3 The selection of Judges should be made in good time to ensure that where Kennel Club approval is required this can be achieved before schedules are issued. It is not acceptable to issue schedules without the relevant Judges' names.

Annex C. Code of Best Practice for the Selection of Judges

- C.2.4 Careful consideration should also be given to any additional criteria such as time constraints and geographical considerations, which are to be added to the invitation to judge.
- C.2.5 Even in the case of emergency appointments, the selection of a replacement Judge(s) should not rest with one person. Every effort should be made to contact as many Committee members as possible to reach agreement on the replacement judge using the same criteria on experience and qualification.
- C.2.6 Decisions should be based solely on merit, experience and qualification and not for gain or favour.

First Time Championship Show/Trial CC Judges

- C.2.7 Show Committees should consider the completed Kennel Club Questionnaire(s) carefully and the suitability of the Judge to award Challenge Certificates before submitting the Questionnaire to the Kennel Club.

Nomination of Judges Resident Overseas to Award Challenge Certificates for the First Time and/or Judge Groups, Sub-groups and Best in Show

- C.3.1 When selecting judges from overseas and before an invitation is issued, the club/society Committee must be satisfied that the judge is competent and has sufficient knowledge and experience to undertake the appointment.
- C.3.2 The Kennel Club will accept nominations for FCI International Judges resident overseas to award Challenge Certificates to a breed or breeds for the first time without requesting completion of a questionnaire subject to the following criteria being satisfied: -
 - C.3.2.1 The nominating society accepts full responsibility and accountability for ensuring the eligibility and verifying the status of judges so nominated.

Annex C. Code of Best Practice for the Selection of Judges

- C.3.2.2 Judges so nominated must have previously awarded CACIBs to the relevant breed(s) in countries other than their country of residence for a minimum period of 5 years prior to their first UK appointment for the breed(s).
- C.3.2.3 Judges so nominated must be included in the FCI list of International Judges at the time the invitation is issued.
<http://www.fci-judge.org/Fcijudge/>
- C.3.2.4 All such nominations are subject to approval by the Kennel Club's General Committee.
- C.3.3 Judges who are resident overseas and are not included on the FCI list of International Judges for the relevant breed(s) are required to complete the relevant Kennel Club Questionnaire.
- C.3.4 Judges who are resident overseas and who have not previously been approved to judge Groups, Sub-groups and/or Best in Show at championship shows held in the UK are required to complete the relevant Kennel Club Questionnaire(s) for approval to carry out such appointments for the first time.
- C.3.5 At a General or Group Championship Show the number of overseas¹ judges nominated to award Challenge Certificates and/or judge Groups and Best in Show for the first time must not exceed 20% of the total number of judges² appointed.
- C.3.6 The nominating society will be held responsible for the performance of its overseas judges. Should a pattern of poorly performing overseas judges emerge at any particular show or shows the organising society will be asked to explain and mitigate the observed pattern which may be taken into consideration when determining the renewal of championship show status.

¹Overseas Judges refers to any judge who is not a UK resident.

²The total is calculated from the number of individual judges invited for all separately classified breeds (CC and non CC), Stakes/Variety Classes, Groups and Best in Show. Where a judge is invited to judge for more than one breed/appointment that judge need only be counted once.

Annex C. Code of Best Practice for the Selection of Judges

- C.3.7 The nominating club/society must ensure that overseas judges are properly briefed on UK judging procedures. (Code of Best Practice for Judges and Ring Stewards refers)

Evaluation of judges

- C.4.1 All judges, resident either in the UK or overseas, who are approved to award Challenge Certificates to a breed for the first time will be subject to evaluation, by a Kennel Club approved evaluator when carrying out the appointment. Approval for subsequent appointments to award Challenge Certificates for the same breed will be subject both to the outcome of said evaluation and the proviso that the judge remains in good standing.
- C.4.2 Those Societies which nominate FCI International Judges are also responsible for appointing a suitably qualified Evaluator and for paying their expenses. The nominating society should offer a minimum of 25p per mile or offer to pay full petrol costs on the production of a receipt.
- C.4.3 Evaluators for FCI International Judges awarding Challenge Certificates to a breed for the first time must themselves have awarded Challenge Certificates to the breed on at least three occasions.

Kennel Club Regulations – Judging Contracts

Letters of invitation

- C.5.1 All Kennel Club Regulations concerning judging must be adhered to including the regulations for Judging Contracts.
- C.5.2 To include the following words in all Judges' Invitation letters: "In accepting this invitation you agree to be bound by Kennel Club Rules and Regulations and the Kennel Club Code of Best Practice for Judges. In doing so you also recognise that you are obliged to notify us in writing of any change in personal circumstances which will affect your capability to fulfil this judging appointment.
You should also note that we reserve the right to cancel the contract before the date of the appointment if there is a change in your circumstances, which in our reasonable opinion would adversely affect your capability to fulfil the appointment."

Annex C. Code of Best Practice for the Selection of Judges

The Right to Withdraw from a Judging Contract

The Judge

- C.6.1 Judges should conduct themselves in a manner compatible with the standing of a Judge at all times whilst at a show/trial and in any other capacity which might have a bearing on the interests of the canine world.

- C.6.2 Show/Trial Organisers are reminded that the factors set out below may affect the standing of a judge and as such may result in exclusion from judging lists or future judging contracts or withdrawal of agreed appointments.
 - C.6.2.1 Criminal Convictions
 - C.6.2.2 Threatening Behaviour
 - C.6.2.3 Misrepresenting or abusing authority
 - C.6.2.4 Not judging in accordance with Kennel Club Rules and Regulations
 - C.6.2.5 Not judging according to Breed Standards
 - C.6.2.6 Harsh Handling
 - C.6.2.7 Breach of Kennel Club Rules and Regulations
 - C.6.2.8 Using the name of the Kennel Club in an unauthorised manner

- C.6.3 Judges are expected to decline or withdraw from an appointment which they cannot fulfil. The aim of the competition can only be fulfilled when the judging of dogs is carried out in a fully competent manner.

- C.6.4 Ill health of various kinds can temporarily or permanently make it impossible for a person to complete a judging appointment according to the demands which are set forward in this Code of Best Practice and the Code of Best Practice for Judges. Therefore, a Society or Club can if necessary, either temporarily or permanently, cancel the judging contract when Judges cannot appraise their own situation and can no longer fulfil a judging appointment.

Annex C. Code of Best Practice for the Selection of Judges

- C.6.5 Judges must be able to undertake the judging of the dogs with an obvious independence and in a confident and convincing manner. Judges cannot depend on assistance of persons who at various times take over the main work of the Judge.
- C.6.6 Judges must be capable of meeting the physical requirements of fulfilling the judging appointment.
- C.6.7 From the above it follows that a person with definite lessening of capabilities and who is dependent on assistance or the presence of various forms of technical help, may need to consider if he or she is capable of fulfilling a judging appointment in an adequate and satisfactory manner.
- C.6.8 The onus is on Judges who should readily give up judging contracts and/or cease to accept invitations to judge, which they cannot fulfil in a satisfactory manner.
- The Club/Society**
- C.6.9 Those selecting Judges need to ascertain that invited Judges are able to fulfil the appointment.
- C.6.10 As far as reasonably possible the Show/Trial Organisers are responsible for ensuring that the aims of the dog show/trial are fulfilled and that the exhibitors/competitors get the quality of judging that they deserve.
- C.6.11 The Kennel Club has an overriding responsibility and may in individual cases either temporarily defer or withdraw approval when the judge in question is considered not to have the necessary capabilities. That is not to say that any particular disability will preclude judging – a common sense approach needs to be adopted by all parties.
- C.6.12 Societies must not withdraw a judging appointment from a judge who has been subject to the Kennel Club disciplinary procedures where there has been no adjudication on that a person's status as a judge [without reference to the Kennel Club].

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THE KENNEL CLUB

Making a difference for dogs

Clarges Street, London W1J 8AB

Telephone 01296 318540 Facsimile 020 7518 1058

4a Alton House Office Park, Gatehouse Way, Aylesbury, Bucks HP19 8XU

Telephone 01296 318540 Facsimile 01296 486725

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www.thekennelclub.org.uk