



REGULATIONS

PART 3N

REGULATIONS FOR THE CONDUCT OF SCENT WORK TRIALS JUDGES TRAINING SCHEME

Effective from 1st July 2020

Amended
June 2021

REGULATIONS FOR THE CONDUCT OF SCENT WORK TRIALS

JUDGES TRAINING SCHEME

1 OVERVIEW

1.1 Responsibility for the accreditation of Scent Work Judges will rest with:

- (a) the ANKC National Scent Work Committee, for a period of twelve months (1) year from the date of implementation; **(Amended 06/21, 5.4 – Effective 1 January 2022)**
- (b) thereafter the relevant Member Body through its Scent Work Sub-Committee.

1.2. Judges will be assessed in the following classes simultaneously:

- (a) Novice
- (b) Advanced
- (c) Excellent
- (d) Master.

2 DEFINITIONS

The following words and expressions have the following meanings in these Regulations and related documents.

“ANKC Ltd Member Body” or “Member body”: The ANKC Ltd Member Body in each State or Territory of Australia.

“Approval Authority”: The authority with which approval in relation to the accreditation of Scent Work judges rests, viz the ANKC National Scent Work Committee during the inauguration period and thereafter the relevant Member Body.

“Inauguration period”: A period of two (2) years from the date of implementation of the Scent Work Judges Training Scheme.

“Accreditation”: All processes associated with the application for acceptance as a trainee Scent Work judge, training, testing and assessment of trainee judges, and approval of their elevation as ANKC accredited Scent Work judges.

“Judges Training Scheme” and “Scheme”: The program of training and assessment for qualification of Scent Work Judges.

“Judges Training Panel” and “Panel”: A panel of at least three Scent Work Judges appointed by the Approval Authority.

“Convenor of the National Scent Work Committee” and “Convenor”: A member of the ANKC National Scent Work Committee designated by the ANKC Ltd as Convenor.

“Applicant”: A person who has applied for admission to undertake Scent Work Judges Training.

“Trainee”: A person who has been accepted to undertake Scent Work Judges Training.

“Trainer”: Scent Work Judge appointed by the Judges Training Panel to undertake and/or supervise training of a trainee/s.

3 APPLICATION FOR ADMISSION AS A TRAINEE

- 3.1 Applications for admission as a trainee judge shall be made to the Approval Authority.
- 3.2 An application for admission as a trainee must be made on the required application form by the date specified by the Approval Authority. An Approval Authority has the right to seek verification of any information provided by the applicant.

4 ELIGIBILITY

4.1 Foundation Scent Work Judge

An applicant must:

- (a) be a member of a Member Body or, if not a member, become and remain a member of the relevant Member Body;
- (b) be over eighteen (18) years of age by the closing date for applications;
- (c) reside in the State or Territory of application for admission to the Scheme;
- (d) demonstrate proven Scent Work knowledge as a result of either formal qualifications and/or relevant training courses with proven skills and/or experience in training a dog(s) in scent work in either a professional or dog sports capacity;
- (e) demonstrate skills and experience in instructing in Scent Work;
- (f) demonstrate a commitment actively participate in Scent Work trials including as an organiser, steward, judge or other official.

Consideration may be given on an exception basis to expressions of interest for the Foundation program that meet most (but not all) of these criteria, where the individual can demonstrate the capacity to meet the requirements within a reasonable time.

4.2 Scent Work Judge (other than Foundation Judges, up to 31 December 2022)

An applicant must:

- (a) have been a member of a Member Body for at least 3 years prior to the application and be a current member of the relevant Member Body;
- (b) be over eighteen (18) years of age by the closing date for applications;
- (c) reside in the State or Territory of application for admission to the Scheme;
- (d) have personally trained, competed with and achieved a minimum of four (4) qualifying certificates in at least three (3) different elements at Novice level; and
- (e) have experience in related club or training activities, whether in Scent Work or another ANKC discipline.

4.3 Scent Work Judge (after 1 January 2023)

An applicant must:

- (a) have been a member of a Member Body for at least 3 years prior to the application and be a current member of the relevant Member Body;
- (b) be over eighteen (18) years of age by the closing date for applications;
- (c) reside in the State or Territory of application for admission to the Scheme;

- (d) have trained, competed with and titled a dog to Scent Work Excellent level; and
- (e) have experience in related club or training activities, whether in Scent Work or another ANKC discipline.

4.4 The Approval Authority may approve applications received from applicants who do not meet the above criteria, provided that they are permanent residents of Australia and can effectively demonstrate and produce documentation verifying their experience and qualifications to meet the above eligibility criteria gained in a previous country of residence.

4.5 Subject to the agreement of both the applicant and the Approval Authority, a person may be approved for admission to a Scent Work Judges Training Scheme conducted in a geographic location more convenient to that person.

5 TRAINING REQUIREMENTS

5.1 At the discretion of the relevant Approval Authority, trainees may be required to pass a preliminary theory examination based on Member Body Rules and Regulations and general requirements of the Rules for the Conduct of Scent Work Trials prior to commencing or while undertaking the Judges Training Scheme.

Trainees will be required to:

- (a) educate themselves by being conversant with the ANKC and Member Body Rules and Regulations relevant to Scent Work trials and updates to those Rules and Regulations; this may be through attendance at lectures and/or self-education;
- (b) unless otherwise approved by the relevant Approval Authority, attend at least 80% of lectures and practical training sessions conducted as part of the Scent Work Judges Training Scheme;
- (c) undertake practice judging at the relevant level under the supervision of an approved Trainer; a copy of the Judges Sheets completed during such practice judging must be forwarded to the Convener in accordance with the timelines specified by the Convener on behalf of the Member Body;
- (d) undertake stewarding or time keeping responsibilities at a minimum of three (3) sanctioned Scent Work trials.

6 PRACTICAL TRAINING SESSIONS

6.1 Normally, at least three practical training sessions, each of at least two hours duration, will be conducted in each calendar year.

6.2 The Convener or Trainer will notify trainees of training times and venues in advance of each training session. Such notification will normally be provided by email message to the email address provided by the trainee.

6.3 Members in remote areas may attend such training sessions by live video link or other electronic process approved by the Convener.

6.4 A Trainer must:

- (a) supervise trainees in all required aspects of performance in Scent Work trials. Sessions may include judging from DVDs or other electronic resources and/or live searches;
- (b) provide feedback to trainees and be open to questions from trainees;

- (c) sign trainees' Practical Training Form, including any comments or feedback. These forms are to be retained by the Trainer. Copies may also be retained by the trainees.
- 6.5 Trainees must provide documentation of attendance at all Judges Training sessions which they have attended and all stewarding/time-keeping appointments.

7 APPLICATION FOR ELEVATION AS A SCENT WORK JUDGE

- 7.1 A trainee who has completed the requirements of Section 6 may apply to undertake the prescribed theory and practical examinations for elevation as a Scent Work Judge.
- 7.2 Assessment will be carried out in both:
- (a) written or oral theory examination; and
 - (b) practical examination.
- 7.3 The Convenor or Trainer will provide feedback to the trainee on all examinations.
- 7.4 The Convenor will notify the Approval Authority of the results of all examinations and applications for elevation as a Scent Work judge.

8 THEORY EXAMINATION

- 8.1 All theory examination papers will be set by the Approval Authority and will consist of a minimum of 25 and a maximum of 50 questions.
- 8.2 The theory examination may be in either written or oral format as prescribed by the Convenor and is to be marked by a minimum of three members of the Judges Training Panel and/or Scent Work Judges appointed by the Panel as examiners to mark examination papers independently.
- 8.3 To pass the theory examination a trainee must achieve minimum of 80%.
- 8.4 A trainee who has failed a theory examination may make a written request, to the Approval Authority, within 14 days of the advice of the results, for their paper to be reviewed. A different panel of three markers appointed by the Judges Training Panel will, without conferring, separately remark the papers.

9 PRACTICAL EXAMINATION

- 9.1 The practical examination will be assessed by at least three assessors appointed by the Panel to assess trainee judges' practical examinations independently.
- 9.2 The following are the requirements for a pass in the practical examination:
- (a) A trainee must judge a minimum of four (4) searches covering at least three (3) class levels and three (3) elements in the Odour Search Division.
 - (b) At the assessors' discretion, a trainee may be asked to judge additional dog/s or to judge from electronic resources if there are no dogs available for a particular class.
 - (c) Each assessor will individually make a recommendation as to whether the trainee has passed or failed.
 - (d) A recommendation by the majority of assessors is required in order for the trainee to pass the practical assessment.
- 9.3 Assessment sheets will be completed and submitted to the Convenor.

10 RE-ASSESSMENT

- 10.1 A trainee who fails the practical examination may apply to the Approval Authority for re-examination. The Approval Authority is not obliged to agree to a further examination and each case should be reviewed on its merits.
- 10.2 Where a re-examination is approved, it should be conducted no earlier than three months or later than 6 months following the original examination and should be undertaken at a time mutually agreed by the Convenor and the trainee. The Judges Training Panel must take into account the need for further practical training of the trainee and the availability of suitable handlers/dogs and facilities.

11 DRESS CODE

- 11.1 While trainees need not comply strictly with a Dress Code at all their practical training sessions leading up to their examination, they should meet generally acceptable standards (i.e. neat, sensible clothes, appropriate footwear, no open-toed sandals, thongs etc.) when undertaking practice judging. However, the practical examination is a formal occasion and must be treated in the same manner as a sanctioned Scent Work trial. As such, trainees must display an appropriate form of dress befitting an official at such an event and they will be marked accordingly.

12 FITNESS TO JUDGE

- 12.1 ANKC Ltd Regulations Part 2, Clause 1.3 states:

All Judges Application Forms, both new and renewal, shall contain the following declaration to be signed by the applicant:

“I declare that I am physically fit and capable of judging in accordance with the Rules and in the normal accepted manner, and if required I am prepared to undergo a medical fitness test and/or vision test at the discretion of the Control. I further accept the Control may refuse to grant any renewal of licence and may cancel or suspend for any period or vary in any way any licence already granted or may grant, in part, only an application for renewal of licence.”

- 12.2 Should the Approval Authority consider that either an applicant or a licensed Judge is unable to satisfy the requirements of Section 12.1, the Approval Authority has the right to:
- (a) refuse the application;
 - (b) refuse to grant any renewal of the licence to any person and may cancel or suspend for any period or vary in any way any licence already granted;
 - (c) direct any Judge to undergo a medical “Fitness to Judge” examination by a nominated medical office; and/or
 - (d) grant in part only an application for renewal of a licence.

13 MAINTENANCE OF SKILLS AND KNOWLEDGE

- 13.1 All Judges are expected to actively maintain their knowledge and understanding of the Rules and their interpretations as determined by the ANKC Ltd and the relevant Member Body.
- 13.2 In order to maintain their Scent Work Judges licence, licensed Judges must, in one calendar year, have:
- (a) judged at least one trial and have attended at least two professional development sessions; in exceptional circumstances, the Coordinator may approve substitution of two judging appointments or attendance at two professional development sessions for the above;
 - (b) paid the relevant annual judge's licence fee.
- 13.3 The Approval Authority, upon written request, may, for cause shown, grant a licensed Judge leave of absence from judging/training requirements.
- 13.4 In the event that a Judge fails to fulfil this responsibility or to follow directions issued by the relevant Approval Authority, the Approval Authority may:
- (a) refuse to grant any renewal of the licence to any person or may cancel or suspend for any period or vary in any way, any licence already granted;
 - (b) direct any Judge within its jurisdiction to undergo additional training or counselling by the Judges Training Panel.

14 ANNUAL REPORT

The Convenor will report to the ANKC and to the Member Bodies as required.