



Working Malinois Australia BY-LAWS

01. IGP JUDGES PROGRAM

1. **Mandatory Qualification for Apprenticeship**

The Applicant

- a) Must be a WMA member in good standing for a minimum of at least three years. Applicant must be at least 25 years of age.
- b) The applicant must be recommended by their Club's committee.
- c) The applicant must have trained and trialed a minimum of three dogs, with no pre-existing BH/IPO/IGP titles, from and through to BH to IPO/IGP 1-3, as well as one self-trained dog titled to FH2. (The FH title can be obtained with one of the dogs trained/trialed to IPO/IGP3)
- d) VOID
- e) The BOM can also authorise the transfer of a Judge's license over to WMA from another recognized Organization
- f) Shall not be a professional; that is, cannot earn a major part of their income from trade in the training or sale of sportdog-type dogs. Also, shall not have a vested financial interest or company entity in any business or organisation, which likewise earns a substantial part of its income by the training or sale of sportdog-type dogs. The methods of determining income shall be any reasonable means as determined by the BOM;
- g) Must have successfully completed a written examination as recommended by the BOM and set by the Chief Judge.
- h) Must not have a criminal record (background check to 10 years.)
- i) The Judge's conduct must demonstrate maturity and ethics towards the Trial Rules and the Organisation. The qualities necessary to be present in a judge are mental maturity, integrity, honesty, sincerity, fairness, unbiased attitude, a thorough knowledge of the rules and the trial procedures, the physical and mental ability to make evaluations quickly and reasonably, a proven ability to handle, train and trial dogs successfully, the ability to compare each dog's performance against each other as well as against the ideal and to evaluate them accordingly.
- j) Everyone contemplating becoming a judge must be able to demonstrate they have experience at stewarding on at least four trials, which included IGP entries. This enhances a person's knowledge and confidence to handle the administrative side of trial procedures.
- k) A Judge's apprenticeship may be approved by the BOM and the Judges Committee before having demonstrated the minimum requirements of training/trialling the required dogs to IGP3/FH2. However, no Apprentice can be/licensed as a Judge before fulfilling the mandatory requirements.
- l) Before the BOM appoints an Applicant to become an Apprentice, it must have approval from the Judges Committee.

2. **Procedure for Application**

The Applicant should be recommended by their Club. A written resume of the Applicant's qualifications must accompany his/her Club's recommendation and the prerequisites must be provided. Clubs should take a great deal of care in recommending individuals to participate in the Apprentice Judges Programme.

Cost of all training to be borne by Applicant.

3. **Apprenticing Procedure (following acceptance and provided approval)**

- a) The Apprentice will be required to send a request for permission to apprentice to the Chief Judge. Once granted, the Chief Judge sends a notice to the presiding Judge and the Trial Secretary of the Club holding the Trial, with a copy the WMA Secretary.
- b) Upon completion of the Trial, the Apprentice compiles a report in three copies; one for themselves and two which are sent to the Trial Judge no later than two weeks following the Trial. The Trial Judge compiles his own report in two copies.
- c) The teaching Judge sends one copy of the Apprentice's report and one of his own to the Chief Judge no later than four weeks after the trial date. Within a week after receiving those reports, the Chief Judge will send a notice to the Apprentice, the teaching Judge and the BOM with his remarks.
- d) Only after the Chief Judge has received the reports of the previous Trial, he will allow the Apprentice to apprentice at another Trial.
- e) The minimum requirements are to complete six successful apprenticeships under at least two (2) experienced Judges, but not limited to, and if required, may be extended by the Chief Judge until the Apprentice's work is accepted. The Applicant shall apprentice at least twice under the Chief Judge. During the apprentice time, a minimum of 20 IGP dogs must be evaluated; including at least five dogs to

IGP2 and five dogs to IGP3. Apprentice trials must have full entries that include dogs above the BH level.

4. **Judges to Apprentice Under**

Any Judge accepted by the Chief Judge.

5. **Acceptance Procedures for Judges**

After completion of all requirements, all records will be reviewed by the Judges Committee, which will provide a recommendation to the BOM. A Judge's license will be issued and co- signed by both the President and the Chief Judge.

6. **Removal from the Apprentice Judge List**

An Apprentice, who does not apprentice at least once in one year or complete the apprenticeship within four years, will be removed from the List.

7. **Judges Conduct (also see Judges Code of Conduct)**

- a) A Judge is a representative of our Organisation on and off the field;
- b) A Judge should only accept an invitation to judge with the permission from the Chief Judge.
- c) A Judge should always conduct themselves in a sporting manner;
- d) A Judge must abide by and judge by the FCI Trial Rules;
- e) A Judge should always be concerned with the welfare of our dogs;
- f) Anyone involved in the Judge's Program must inform the Chief Judge of their correct address and telephone number;
- g) Judges shall refuse invitations to clubs inviting them to judge at consecutive trials.

8. **Judges Activities**

- a) To attend workshops, seminars and a Judge's College. A Judge's attendance once every second year at an officially scheduled Judge's College is a minimum compliance requirement of the Judge's maintenance of his/her license.
- b) To keep up an active involvement in the training and handling of sport dogs and in the judging of trials.

9. **Judges Contract and Judges Fees**

- a) All reasonable expenses related to the judge's assignments;
- b) Judges are entitled to be reimbursed by the host club for their out-of-pocket expenses. A judge's fee can also be prescribed by the BOM for sanctioned Trials and Seminars. Fees should be confirmed prior to finalizing an agreement to judge.

10. **Complaints against Judges**

Judge's decisions are considered final and *are not reversible*. Complaints in this regard may refer to violations of the trial regulations on the judge's part but *not* about a judge's decision.

Any complaints against judges must include the full name of the judge, be in writing and within 7 days of an alleged breach, signed by the person or affiliate making the charge and jointly addressed to the Chief Judge and the BOM with a copy to the accused. Precise details are necessary and the complainant must be able to substantiate their protest or charge by providing statutory declarations from witnesses, video footage or documented evidence of wrong doing. After a hearing of all the parties, and by taking into account the recommendation of the Chief Judge, the BOM's adjudicating decision will be final.

A \$100 bond must accompany each complaint which will be forfeit if the complaint is not upheld.

If a protest or charge is upheld, the Judge subject of such protest or charge shall be subject first to a verbal warning from the BOM with a note of censure placed in their file. In the unlikely event of repeated breaches a four-step process is initiated;

1. A verbal warning and Notice of Censure to be listed under the Judge's name in their Judge's file.
2. A written warning.
3. Suspension from the Judge's Panel and retraining if necessary, for such a period no greater than 12 months.
4. Expulsion from the Judge's Panel and immediate revocation of any Judge's appointments.

11. **Removal of Judges**

- a) Automatic
 - i Termination of WMA membership for any reason;
 - ii Voluntary request for removal.
- b) Punitive:

Judges may be removed as a result of a WMA BOM decision but only after an impartial hearing. The basis for this action should be: -

- i Repeated failure to abide by the Rules and Regulations;
- ii Repeated failure to abide by the Code of Ethics, Rules and Regulations and procedural requirements as specified in the Judge's Programme;
- iii Repeated breaches of regulations or conditions of the organization. A "breach" is any act prejudicial to the best interests of the sport or WMA.
E.G.: Repeated failures in performing duties, or acting or inciting or permitting another person to act in a manner contrary to the regulations and conditions, or deemed in a manner improper, unethical, dishonest, unsportsmanlike, intemperate or otherwise prejudicial to the best interests of the Sport and the Organization.
- iv Found by the Judge's Executive to be acting in a manner unbecoming of a Judge, whether at trials, events, or in public places. E.g.: Adverse public criticism of another judge who is officiating, should show cause why they should not be disciplined.

c) **Inactive Status**

At any time the Chief Judge may place an individual on inactive status until a meeting of or a decision by the BOM. An individual Judge may also become temporarily inactive until requirements as specified by the Chief Judge are met.

All Judges must obtain a written clearance from the Chief Judge, of which the Secretary also receives a copy, before any judging appointment can proceed.

12. **Chief Judge/Judges**

The Chief Judge is the Judging Panel's natural representative. The Judging Panel shall elect their representative for a period of 3 years from the licensed Judges.

The Chief Judge shall maintain the records for the Judge's Committee, including documentation of the Minutes of meetings or any correspondence to or from their desk (i.e.: complaints about Judges or Judge's clearances.)

13. **Constituents:**

Clubs are required to use a WMA Judge before receiving a clearance to invite a foreign Judge again. Clubs cannot use the same judge twice in a row. This ruling shall not be affected by the use of a foreign judge at the National, for which special rules may apply.

Once accepting an appointment Judges shall be punctual and not cancel or change their appointment without having a legitimate reason, which out of courtesy, should be given well in advance. Clubs are similarly bound to respect invitations.

14. **Judge's Trial Steward**

A good Trial Steward makes the work of the judge much easier by assisting the judge on and off the field; relieving them of the details, organizing the documentation, assembling trial dogs promptly, keeping the trial programme on schedule and otherwise taking care of the paperwork and observing the protocols.

The Steward must keep in mind that they have been selected to assist the Judge and not advise them, and they will refrain from discussing the dogs or handlers.

While on the trial field the Steward should act as the mediator between third parties and the judge. After critiquing, no competitor or observer shall approach the judge with regard to a decision unless they first obtain permission through the Trial Steward.

A Trial Steward may be any reputable person able to demonstrate that they have the capacity and the knowledge of trial procedures to do the tasks in a capable manner. NOTE: Trial Stewards should also be neatly attired in respect of the importance of the event.

Dogs owned or trained by the Trial Steward cannot be trialed in the trial.

03. JUDGE'S GUIDELINES, ETIQUETTE & CODE OF CONDUCT

SA Judge's Guidelines:

In order to live up to and achieve the Objects as defined in the WMA Constitution, it must uphold the process of evaluation by judging. The membership and the Executive need to support the examination process and trials are the methodology by which the WMA fulfills the Objects and Purposes for the breed and for dog sport as laid out in the Constitution.

Trials are judged in accordance with the FCI Trial rules with WMA variances. Note: Trials can only be held with the participation of minimum four (4) teams and include a minimum of four (4) full dogs. WMA variances accept dogs entered in BH, IGP, and FH as "full entries"; FPr1-3, UPr1-3 and SPr1-3 count as "half entries". A maximum of 12 "full entries" are permitted per day/per Judge.

The FCI Rules and WMA variances allow dogs entered in FPr1-3 and UPr1-3 to participate at trials without first having passed a BH or MAT. A MAT or BH is required before participating in a SPr but can skip levels.

Independent, public testing is the key to validating the dog's nerve, character and abilities therefore consistency and credibility of the tests and of the test process is essential and it is also important the purpose and proper execution of the testing be understood by all of the members.

Judges must be able to function through a separation of powers, where they not be subjected to influence from the Executive in matters that bring the credibility of the trial rules and the testing process into question. This separation of powers does not mean that the judges are permitted to function without controls, guidelines, rules or accountability.

Roles and Responsibilities:

The Chief Judge:

The Chief Judge is the Judging Committee's natural representative. The Chief Judge shall be Chairman of Judge's Committee meetings and shall, when necessary, speak on behalf of the Judges and represent the Judges to other persons or organisations and the Judge's policy recommendations, and shall present the written Minutes of all Judge's Meetings to the Judges with copies to the BOM. The Judge's Committee shall elect their representative from the licensed WMA Judges, for a period of three years.

The Judges:

Judges are licensed by the WMA BOM, upon the recommendation of the Chief Judge, and after having fulfilled all the requirements outlined in the Mandatory Rules for apprenticing. The character of the Judge is of paramount consideration. Ethical, expert and unbiased judging is the key component of ensuring credible, a thorough knowledge of the rules, and consistent and quality testing. Only when the testing maintains credible and respected identities can the process of improving the character and working abilities of the dog can be protected.

Judges are responsible for:

- Controlling the trial field to ensure the quality of the testing,
- Protecting the credibility of the organization, its policies, procedures, constitutional goals and objectives
- Ensuring that they are fully informed of rule changes and interpretations of the regulations governing trials and shows.
- Ensuring that the trial rules and standards are upheld and adhered to.
- Fair and equitable evaluations and test criteria.
- All documentation is completed correctly and completely.
- Temperament testing of the trial dogs plus to verify that their identification and paperwork match.
- Ensuring the handlers do not utilize or possess on their person, special clothing, bandana's, toys, balls, food or other improper stimulation for the dog in the trial performance; to ensure the trial regulations are adhered to in regards correct equipment (tracking lines, collars, leads, dumbbells, field equipment etc.)
- Ethical conduct of the handlers and humane treatment of trial dogs.
- Ensuring the helper work in trials meets the criteria as described in the regulations.
- Selection of Helpers and instructions to Helpers.
 - It is the responsibility of the judge to ensure the Helper work meets the criteria as described in the Judge's guidelines and the trial regulations.
 - Apart from the National Trial, in all other cases the presiding judge has the final say over the selection of Helpers.
 - At any time during the trial the Judge may replace Helpers that cannot or will not properly test the dogs according to the regulations.

General Rules:

The Judge is responsible for the compliance and correct application of the valid trial regulations. The Judge is entitled to terminate a trial if the trial is not conducted in compliance with the trial regulations and/or if their instructions are ignored and shall submit a written report to the BOM in such instances. The Judge has the right to disqualify a Handler on grounds of poor sportsmanship, carrying of motivational objects, violations against the trial regulations or animal protection rights, or other ill-natured actions.

A Judge will check all the appropriate documentation before commencement of a trial, temperament test each dog before commencement of the work and critique each dog upon the completion of its work. A Judge must validate, sign and stamp all the required documentation upon the completion of the trial.

A Judge shall not be a competitor, steward or coordinator at any event they are officiating at.

A Judge may not judge any dog he has received any form of remuneration for within three months prior to the trial. Trials are not to be used by judges as forums to further any business or financial interactions.

The Judge is not permitted to evaluate dogs that are owned by them or that they have in their possession, or shown by a person living in the same household with them.

Judges are prohibited to judge any dog whose owner, keeper or handler lives in the same household with them.

Judges should be punctual and officiate in a business-like manner. I.E.: Report their presence on the field immediately upon arrival. Failure of a judge to attend a trial to which they are committed or who fails to appear on the grounds in time for the advertised commencement of the trial, a Judge must show cause to the Judge's Committee. Judges not showing up at the prescribed time without reasonable explanation will be liable to suspension.

A Judge has a standard of dress to consider and should be neatly attired and not present themselves in a slovenly manner. Judges will refrain from drinking alcohol or smoking on the field while judging.

When critiquing competitors, a Judge should try to give credit for good work as well as outline the reasons for a lesser grading, and do so in a courteous and sincere manner. Point deductions should only be given with specific reference to the trial rules. Competitors put a lot of time and money into preparing their dogs and should be treated fairly and respectfully.

The Judge's behaviour concerning any suspected favouritism or bias is always a matter of public scrutiny therefore judges should behave accordingly and in an appropriate manner.

A Judge's Integrity:

Judge's decisions are considered final and are not reversible therefore judges are charged with protecting the credibility of their decisions and their administrative authority through fair and unbiased judging, as well as upholding its Rules, policies and procedures. They are given special consideration within the Organization for that responsibility.

Separation of Powers:

In order for the judging program to maintain a credible and respected identity, it must be able to function with separation from influences that bring credibility into question. The separation of a judge's power from the Executive or other influences does not mean that judges are permitted to function without controls, guidelines, rules or accountability but allows judges to make critical decisions without fear of interference from political agendas or financial pressures. Judges need to be strongly supported in their task of identifying strengths and weaknesses, with the confidence of knowing their decisions are being supported by the BOM, the By-Laws and the membership.

Judges have to make critical decisions which reflect the trial regulations and the intent of those regulations. Decision making by its nature means that there will be a cross-section of reactions and/or emotions ranging from elation through to aggravation and disappointment. Those suffering disappointment often look to place blame on others and the judges are prime targets.

Judges have to be free from influence to be free to apply the regulations as they are written. Trial Stewards and other officials have to be prevented from compromising or influencing the trial rules and testing process itself. For example: The laying of tracks is clearly explained in the regulations. It is the judge's responsibility to oversee the procedure and ensure that the handler's comply and that the regulations are applied equally as described in the regulations. Normal walking, the laying of articles and the laying of corners are all areas where the handlers may try to compromise the regulations. I.e.: Judges need to understand that club tracklayers in the most part are committed to their club's handlers and may try to make the tracks easier or in other ways manipulate tracks than the regulations call for.

The BOM must support the Judges in the execution of their responsibilities. Where ever possible members of the Executive should attend trials in support of judges. Any accusations of improper behaviour or questionable capabilities must be investigated, but such investigations should not be conducted in a manner as to draw attention to the Judge. Discretion is an essential component of the long-term credibility of all Judges and of the Judging Program itself. Evaluation of the charges and implementation of disciplinary action should be taken by the Executive, in consultation with the Chief Judge and/or the panel of fellow judges, in accordance with the rules.

Competitors, handlers or members who level false or unfounded accusations must face severe disciplinary action by the Executive.

Judges must understand they have to take their responsibilities seriously. "Easy" judges are easy only because it brings them personal or political benefits not because it benefits the dogs, the Breed or the Sport. This has to be guarded against if the Organization is to improve the dogs in breeding programs and to maintain the credibility of the sport in general. Therefore it is also important that the members and competitors understand why the judges do what they do.

Compliance:

Judges must comply with competition regulations and maintain a position of impartiality and consistency in all competitions. This is specifically important for the validity of the titles, which in some canine organizations are also recognized as breeding titles. Judges are required to protect the integrity of the testing process and maintain a standard that also allows a comparative line recognizing and rewarding the efforts of each team performing at higher levels.

Judges who bring the credibility of the organization into question, behave in an unprofessional manner while executing their duties, or violate or ignore competition regulations, will be subject to disciplinary action.

Disciplinary Action:

Wherever possible, a simple discussion will be sufficient to deal with any issues of application or clarification of the Rules and Regulations. In some instances re-education may be recommended.

In the event of there being any breaches needing to be addressed, there will be a verbal disciplinary warning and a note of censure placed in the Judge's file. In the unlikely event of repeated breaches the BOM can initiate a four-step process that escalates from (1) the verbal warning and note of censure placed in the Judge's file to (2) written warning to (3) suspension to (4) expulsion.

In justifiable cases, regarding a violation of the trial regulations on the judge's part and *not* a judge's decision, a complaint can be filed within seven days. The complaint is submitted to the National Organisation's Executive, via the trial chairperson of host club. It must be accompanied by a \$100 deposit (refunded if complaint is upheld), in writing, signed by the plaintiff and at least two witnesses.

The acceptance of a complaint does not lead to a reversal of the judge's evaluation. A decision on what action to take when complaints about a judge's competence or behaviour are upheld is made by the Executive, in consultation with the Chief Judge. The National Organisation can pass the complaint onto the Judge's Committee, which will then make the final decision.

Foreign Judges:

Guest judges invited to Australia are expected to uphold the values of the WMA, its Goals and Objects, and are bound by the FCI Rules and WMA policies under the Trial Rules.

Potential Breaches of Competition Regulations:

If a Judge becomes involved in an activity that could lead to conflicts of interest or questions regarding decisions within competitions they must immediately consult the Chief Judge or the BOM.

The Judge may request support from the Chief Judge should there be question of integrity or a potentially biased evaluation.

Remuneration:

Reimbursement of out-of-pocket expenses for travel is allowed. The Chief Judge must approve extravagant or unusual expenses. Gifts or presents must meet the nominal value criteria. Telephone costs are not reimbursable.

A judge shall officiate at trials or any other activities where representing WMA, in an honorary capacity, except for genuine out-of-pocket expenses, including but not limited to travelling and accommodation expenses.

Travel Expenses:

Expenses such as airport parking fees, taxis, parking, car rentals & fuel, bussing and taxes shall be paid by the host club, per receipts.

Accommodation:

The host club will provide accommodation. Transport and a motel or other approved room close to the event venue is expected.

With the consent of the Judge and the Board of the host club, private residence accommodation may be considered. Private residence accommodation will include a private room with a proper bed, lights, heat, clean and warm bedding and a closet for hanging clothes. Care should be taken to ensure freedom from dogs and excessive barking.