

The Singapore Kennel Club



OBEDIENCE JUDGES TRAINING SCHEME (OJTS)

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1. PURPOSE

The Singapore Kennel Club (SKC) Obedience Judges Training Scheme (OJTS) establishes criteria and standards for responsible, knowledgeable professional judges. All judges enrolled in the OJTS have to make the commitment to follow the guidelines and Code of Ethics as set forth by the SKC.

2. METHOD OF EDUCATION

2.1 Self-Education

Trainee Judges will be required to educate themselves to examination standards by studying the Obedience Trial Rules and Regulations (“Rules”), attend appropriate lectures, seminars and/or practice days as arranged by the Obedience Committee, and acquiring as wide a knowledge as possible by attending Obedience Trials organized or sanctioned by the SKC (“Trials”), stewarding and obtaining expert opinions.

2.2 SKC's Contribution

SKC shall endeavor to provide lectures, seminars, practice days, equipment and teaching aids.

2.3 Teaching aids/Materials

- i. Trainee Judges shall familiarize themselves with the Rules as at time of application.
- ii. Lectures will be conducted on:
 - a. The Rules;
 - b. Principal features, techniques and ethics of Obedience judging;
 - c. Stewarding and ring craft; and
 - d. Any other material as approved by the Obedience Committee from time to time.

3. ELIGIBILITY FOR ENTRY INTO THE OJTS

3.1 In order to be eligible for entry into the OJTS as a Trainee Judge, the applicant must:

- i. Be Singaporean, or Singaporean PR. SKC may consider an application from a person transferring from overseas on a case by case basis. In such instance, the applicant will provide to SKC such information and supporting evidence as required by SKC;
- ii. Be a minimum of 21 years of age. SKC may consider for approval an application from an applicant under the age of twenty-one (21) years, on a case by case basis. In such instance, the applicant will provide to SKC such information and supporting evidence as required by SKC;
- iii. Be able bodied to undertake judging assignments under varying circumstances and conditions; and
- iv. Be member of the SKC for a minimum period of three (3) years immediately prior to the date of the application.

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3.2 SKC has two different types of Judging Classification:

3.2.1 Judgeship (Qualify to judge in Pre-Novice & Novice Class)

- i. Applicant must satisfy the Obedience Committee that he/she has at least two (2) years of experience competing at lower levels in obedience (such as in Pre-Novice Class, Novice Class or Companion Dog Shows);
- ii. Applicant must have either:
 - Served 1 year in the capacity as a SKC committee member in the last 5 years; or
 - To serve 1 year in the capacity as a SKC committee member in the next 5 years
- iii. SKC may consider an application from a person based on other voluntary commitment to the club on a case by case basis. In such instance, the applicant will provide to SKC such information and supporting evidence as required by SKC; and
- iv. Applicant must have attended a kennel club obedience regulations and judging procedure seminar and passed the regulations and procedure examination.

3.2.2 Title (Qualify to judge in all classes - Pre-Novice, Novice, Intermediate, Open & Utility Class)

- i. Applicant must have attended a kennel club obedience regulations and judging procedure seminar and passed the regulations and procedure examination.
- ii. Applicant will be judging the class applicable to the application of the class applied for.

3.2.3 **Practical:** To be eligible to apply for a:

a. PRE NOVICE AND NOVICE CLASS JUDGING LICENCE

The applicant has personally trained a minimum of 3 dogs to Pre-Novice class title & a minimum of 3 dogs to Novice class title.

b. INTERMEDIATE CLASS JUDGING LICENCE

The applicant has personally trained a minimum of 2 dogs to Intermediate class title.

c. OPEN CLASS JUDGING LICENCE

The applicant has personally trained a minimum of 2 dogs to Open class title.

d. UTILITY DOG CLASS JUDGING LICENCE

The applicant has personally trained a minimum of 2 dogs to a Utility Dog (UD) title.

4. APPLICATION PROCESS AND FEES

4.1 Application process

- i. Applications for admittance to the OJTS as a Trainee Judge must be made on the prescribed form set out in Schedule 1 and submitted to the SKC with the requisite payments. License fees will not be pro-rated. Incomplete forms will not be entertained.
- ii. The Obedience Committee and SKC Governing Council will review applications to determine those individuals who meet the criteria for Trainee Judge status.
- iii. Falsification of the application will bar the applicant from the OJTS for up to five (5) years and may subject applicant to SKC's regular disciplinary process.

4.2 OJTS application fees

- i. An application fee of S\$150 is to be submitted together with the OJTS application form.
- ii. Application fees are not inclusive of Obedience Judging License fees.

5. QUALIFICATIONS REQUIRED TO BECOME A LICENSED JUDGE

- 5.1. A Trainee Judge must pass an examination for the following in order to become a Licensed Judge in the Judging Classification applied for:
 - a. The Rules;
 - b. Principal features, techniques and ethics of Obedience judging;
 - c. Stewarding and ring craft; and
 - d. Any other material as approved by the Obedience Committee from time to time.
- 5.2. A Trainee Judge must attend all lectures, seminars or practice days organized for the Trainee Judge. The Trainee Judge must be present for and participate in the entire lecture in order to be credited with attendance.
- 5.3. A Trainee Judge must serve as a ring steward at six (6) sanctioned obedience trials during the period of five (5) years, immediately prior to the application of the classes applied for.
- 5.4. A Trainee Judge must serve a minimum of five (5) trials either as a chief steward or trial manager.
- 5.5. A Trainee Judge in the Judgeship classification must be an apprentice under three (3) different licensed judges, and must have judged as an apprentice, a total of ten (10) Pre-Novice Dogs and ten (10) Novice Dogs, over a span of no more than five years.
- 5.6. A Trainee Judge in the Title classification or a Trainee Judge who is already a licensed Judge in the Judgeship classification and has applied for the Title classification, must be an apprentice under three (3) different licensed judges, and must have judged as an apprentice, a total of nine (9) Pre-Novice Dogs, nine (9) Novice Dogs, six (6) Intermediate Dogs and six (6) Open Dogs, over a span of no more than five years.
- 5.7. For both the Judgeship classification and Title classification, the licensed judges of at least two (2) of the trials under which a Trainee Judge is apprenticed shall score the Trainee Judge's judging and ascertain the Trainee Judge's scoring technique, ring positioning and ring craft and provide feedback for the Trainee Judge. The licensed judge must not interfere with the judging or make any comment during the Trainee Judge's judging. The average score of two of the highest scoring trials will form part of the scoring for the examination. A 50% pass mark is required for this practical section.
- 5.8. A Trainee Judge must also pass a written portion of the examination in order to become a Licensed Judge. All written examination papers shall consist of multiple choice questions and/or short answer questions. All written examinations shall require a 75% pass mark for each part. The Rules and lecture notes shall be the only basis for the written examinations.

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5.9. Format and marking

- a. All written papers should initially be marked by two (2) Examiners with a third Examiner used in case of a split decision. A Trainee Judge who has failed a written examination (other than multiple choice questions) may request a remark of their paper. Such request must be made in writing and within fourteen (14) days of advice of the result of the examination. One (1) person shall be appointed by the Obedience Committee to separately remark the paper without conferring shall conduct the remarking of the paper. Such person/s shall not be the original markers of the paper concerned.

- 5.10. A Trainee Judge shall be issued an Obedience Judging License on meeting the requirements set out in this Clause 5 and will become a Licensed Judge.

6. APPEALS

- 6.1. Appeals against the results of examinations shall not be allowed unless it is alleged that the Obedience Committee did not conduct the examination in accordance with these Rules and Regulations. Such appeals must be received by the SKC Governing Council prior to the examination results being notified.
- 6.2. If it is found that the Obedience Committee has conducted a Trainee Judge's examination contrary to the OJTS and a Trainee Judge has appealed against a result of the examination, the examination is to be null and void. A new examination is to be scheduled as soon as practicable without the Trainee Judge being required to gain further qualifications.

7. APPOINTED EXAMINER(S)

- 7.1. Examiner(s) must not be a Trainee Judge.
- 7.2. Only Examiner(s) appointed by the Obedience Committee may act in that capacity at an examination.

8. NEW/REVISED OBEDIENCE RULES AND REGULATIONS

When revisions in the Rules are approved by the Obedience Committee, such revisions shall be notified to all Licensed Judges and Trainee Judges. All licensed Judges and Trainee Judges shall familiarize themselves with the revisions.

9. LIST OF APPROVED OFFICIAL JUDGES

- 9.1. A listing of all SKC Licensed Judges shall be prepared annually by the Obedience Committee.
- 9.2. Where a Licensed Judge leaves Singapore to reside overseas, such Judge may remain on the SKC Licensed Judges List for a period of five years, provided the person remains a member of the SKC and renewal fees are paid accordingly.

10. JUDGING APPOINTMENTS/INVITATIONS TO ASSIST IN OBEDIENCE EVENTS

- 10.1. Licensed Judges approved by the SKC are not authorized to officiate or assist at events organized by associations not approved by the canine controlling authority of the country or sanctioned/approved by the SKC ("Contracting Body") and that before accepting an invitation the Judge must make all the necessary enquiries to ascertain that the organization comes under the jurisdiction of or is sanctioned/approved by the SKC.
- 10.2. Only Licensed Judges with a minimum of three (3) local Trials judged may be approved for overseas judging appointments.
- 10.3. Licensed Judges who receive an invitation to judge overseas must obtain verification in writing of their current judging status from SKC, prior to the formal acceptance of the appointment. SKC is to send the verification to

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the overseas Contracting Body, with a copy to the requesting Judge. SKC shall provide an official letter together with the verification to the overseas Contracting Body stating exactly the Licensed Judge's current SKC judging qualifications.

- 10.4. The Licensed Judge shall enter in a judging contract with the Contracting Body for any judging appointment ("Judging Contract").
- 10.5. Any Licensed Judge who accepts and completes a judging appointment for which they are not eligible will have his/her license revoked immediately. He/she can no longer qualify as a Licensed Judge.
- 10.6. **Cancellation**
 - a. Where any Licensed Judge cancels a Judging Contract, the Contracting Body shall be required to submit full details of the reason for the cancellation to SKC, within fourteen (14) days of receipt of the notice of cancellation. The Governing Council shall be required to investigate the reason for cancellation and if necessary take appropriate action.
- 10.7. Where any Licensed Judge, due to illness or other serious occurrence prior to the contracted appointment, and he/she knows they cannot fulfill the assignment; they should immediately notify the Obedience Committee.
- 10.8. **Effects of suspension**
 - a. Where a Licensed Judge is suspended to judge in any trial in any country, they will be ineligible to fulfill any Judging Contracts in Singapore, or any overseas country until the suspension is lifted.
- 10.9. If a Judge is accused of misbehavior **in or** outside Singapore, an inquiry shall be conducted by the SKC Governing Council into the allegations and a report forwarded to the home body, who shall deal with the Judge, if any discipline is necessary.
- 10.10. SKC will publish appropriate disclaimers in all educational materials, in dog show catalogs, and on the invited Judge's application stating that the Licensed Judge has met established criteria for experience as of the specific date of licensing, but that SKC is not responsible in any way for the individual acts of the Licensed Judge. Disputes between Licensed Judge and the Contracting Body will be resolved between the parties and/or dealt with by legal procedures instituted by the parties involved. SKC assumes no liability as a result of the suspension of any individual who commits an offense, regardless of whether that person is a judge or not.

11. DISCIPLINE/COMPLIANCE WITH CODE OF ETHICS

- 11.1. Each Trainee Judge and Licensed Judge, upon signing the OJTS application form or Renewal of Obedience Judging License shall, in addition to agreeing to be bound by the SKC Constitution, Rules and Regulations of the Singapore Kennel Club, and the Rules, be also bound by the Code of Ethics relating to Judges' conduct set under this Clause.
- 11.2. All Trainee and Licensed Judges shall be subject to discipline by the Governing Council for violation of its Rules and Regulations. The Governing Council will be in charge of investigating complaints on Judges, and it will be the responsibility of the Governing Council Disciplinary Committee to determine the procedures for dealing with violations. Failure by a Trainee or Licensed Judge to comply with the Code of Ethics may result in a loss of or ban in obtaining an Obedience Judging License as well as possible suspension of SKC privileges if found to be in breach.
- 11.3. The disciplinary system will be comprised of warnings, ban from obtaining an Obedience Judging License, suspension/revocation of Obedience Judging License and fines.

11.4 Code of Ethics/Behavior

- a. The SKC expects strict adherence to the Code of Ethics and blatant disregard for the standards set out in such code will not be condoned. All Trainee and Licensed Judges who violate their responsibilities will be removed from the Club to preserve the integrity of the club. All Trainee and Licensed Judges shall act with professional decorum at all times. All Trainee and Licensed Judges shall conduct themselves in good sportsmanlike manner at all times in their relationships with fellow judges, Trainee Judges and handlers, which includes courteous verbal interchanges and a professional appearance, both inside and outside of the ring.
- b. All Trainee and Licensed Judges shall give every entry and handler fair and equal opportunity in each and every class.
- c. All Trainee and Licensed Judges shall show courtesy whilst carrying out each judging appointment.
- d. All Trainee and Licensed Judges shall present himself/herself in attire that is acceptable, appropriate and comfortable for each judging appointment.
- e. All Trainee and Licensed Judges shall avail themselves of class/course tests and trial opportunities as may be sanctioned by the SKC.
- f. All Trainee and Licensed Judges are required to be punctual in availability to fulfill their judging appointment.
- g. All Trainee and Licensed Judges shall not enter any dog at any Trial at which he/she is appointed to judge. For the avoidance of doubt, a dog owned by the Trainee or Licensed Judge may be entered into any Trial at which the judge is appointed to judge provided that the dog is handled by another individual.
- h. All Trainee and Licensed Judges shall not allow entries for a Trial, at which he/she is judging, to be received at the Trainee or Licensed Judge's address and/or be processed at the Trainee and Licensed Judge's address.
- i. When in competition, all Trainee and Licensed Judges should set a good example to other competitors by their behavior and sportsmanship.
- j. Should a handler offer information to the Trainee or Licensed Judge that may be regarded as designed to influence the Judge, the Judge shall excuse the handler and their entry from the trial and report the matter in writing to the Obedience Committee immediately.
- k. Should a Trainee or Licensed Judges be approached to favor or disfavor a particular entry, the matter is to be reported in writing to the Obedience Committee immediately.

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- l. Should a Trainee or Licensed Judges be approached with an inducement and/or bribe to advantage or disadvantage a handler, the Judge is to report the matter in writing to the Obedience Committee immediately.
- m. All Trainee and Licensed Judges shall not solicit a judging appointment.
- n. All Trainee and Licensed Judges shall not solicit or seek the entry of any particular dog/s at a Trial at which the Judge is officiating.
- o. All Licensed Judges shall promptly complete all requirements of a judging contract with SKC or any other body, as may be approved by SKC ("Judging Contract"). Any verbal acceptance of an appointment by a Judge shall be subject to the receipt of the Judging Contract.
- p. At the time of accepting a Judging Contract, the Licensed Judge shall inform the contracting body of any disability or limitation that would restrict him or help in carrying out the appointment.
- q. A Judge shall honor each Judging Contract he/she has committed himself to and is not free to accept an alternative contract that will affect his/her availability to fulfill the original Judging Contract, except with the written dispensation of the contracting body.
- r. Accommodation provided to the Licensed Judge to fulfill an appointment is for the Judge only, except where prior mutual agreement has been reached and put in writing with the contracting body for variation.
- s. A Licensed Judge shall be responsible for the cost of all personal expenses, except where mutual agreement has been reached and put in writing with the contracting body at the time the Judging Contract is accepted.
- t. A Licensed Judge who withdraws from a contracted appointment shall not be permitted to judge at any other trial wherever held on a date which would prevent him/her from attending the original contracted event.
- u. All Trainee and Licensed Judges shall judge Trials in accordance with the current Rules and Regulations.
- v. All Trainee and Licensed Judges shall not openly discuss with any other person the decision of any other judge.
- w. A Licensed Judge shall use his license only for the purpose of Trial judging at official and/or sanctioned events of the Singapore Kennel Club, or for such other events organized by bodies approved by the SKC under a Judging Contract, and not for any other personal and commercial purposes. Any advertisement or profiling (printed or otherwise) used for personal and/or commercial purposes will result in the judging license being revoked immediately and a fine of no less than S\$1,000. No appeals will be entertained.
- x. All Trainee and Licensed Judges shall inform the SKC of any change in home address, telephone number, or other contacts promptly.

12. OBEDIENCE JUDGING LICENCE

- 12.1. Application to obtain or renew an Obedience Judging License shall be made on the prescribed form set out in Schedule 2.
- 12.2. A fee of S\$250 is payable upon first obtaining the Obedience Judging License and upon renewal of the Obedience Judging License annually.
- 12.3. No refunds will be made in the event of a cancellation of application, renewal, suspension and/or revocation of a license.
- 12.4. Obedience Judging Licenses expire on 31st December of each calendar year and Licensed Judges wishing to renew their licenses must do so on the form as prescribed by the SKC from time to time on or before 31st December each calendar year. Judging license will be terminated if renewal fee is not paid after 12 months of expiry date.
- 12.5. SKC may refuse to grant any renewal of the Obedience Judging License of any person, and may cancel or may suspend for any period or vary in any way any license already granted, or may grant in part only an application for the renewal of the license.

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SCHEDULE 1

APPLICATION FORM

OBEDIENCE JUDGES TRAINING SCHEME

Application as a Trainee Judge

I wish to apply as a Trainee Judge for Obedience Trials under the Singapore Kennel Club (“SKC”).

DECLARATION

I have read and understood all the regulations and eligibility requirements set forth in the Judges Training Scheme. I submit the following documents for your consideration:

Photocopy of my NRIC; and

Photocopy of the results page of a dog I personally trained showing that it is trialing in Obedience class and has obtained at least one (1) placing position (please inform SKC to obtain the results from SKC’s records).

I enclose a *cheque (no. _____) made payable to the “The Singapore Kennel Club” / a printout of the PayPal payment transaction to the SKC for S\$ _____ being the application fee.

I understand that my application for the Judges Training Scheme is subject to the approval of the SKC Governing Council.

In consideration of the SKC accepting me to its Judges Training Scheme, I undertake to comply with the Code of Ethics as set out in the Judges Training Scheme in conjunction with and in addition to, all current SKC Constitution and Rules and Regulations of the SKC. I acknowledge and agree that the decision of the Obedience Committee and/or Governing Council on any matter arising from or relating to the Judges Training Scheme is final and binding.

Applicant’s Name: _____

SKC Membership No.: _____

Address: _____

Contact No. : _____ Email address: _____

Signature: _____ Date: _____

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Receipt No. _____ Date received _____

Approved/Not Approved

**Delete where applicable*

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SCHEDULE 2

APPLICATION/RENEWAL OF OBEDIENCE JUDGING LICENSE

This is an application/renewal for the Singapore Kennel Club (“SKC”) Obedience Judging License.

DECLARATION

I have read and understood all the regulations and eligibility requirements set forth in the Judges Training Scheme.

I enclose a *cheque (no. _____) made payable to the “The Singapore Kennel Club” / a printout of the PayPal payment transaction to the SKC for S\$ _____ being the application/renewal fee.

In consideration of the SKC accepting me as its Licensed Judge and approval of a License renewal from time to time, I undertake to comply with the Code of Ethics as set out in the Judges Training Scheme in conjunction with and in addition to, all current SKC Constitution and Rules and Regulations of the SKC. I acknowledge and agree that the decision of the Obedience Committee and/or Governing Council on any matter arising from or relating to the Judges Training Scheme is final and binding.

Applicant’s Name: _____

SKC Membership No.: _____

Obedience Judging License No. (If applicable): _____

Address: _____

Contact No.: _____ Email address: _____

Signature: _____ Date: _____

OFFICIAL USE ONLY

Receipt No. _____ Date received _____

Approved/Not Approved

**Delete where applicable*