

This document outlines the official requirements and procedures for CKC licensed judges as well as provisional judges. All judging assignments are to be carried out according to these requirements and procedures at all CKC sanctioned and match events.

I. CKC Authority and Rights

- A. All licenses to judge CKC events are granted at the sole discretion of CKC. CKC reserves the right to suspend or revoke a CKC judge's license, with or without cause.
- B. CKC reserves the right to audit and inspect all documents and reports related to a judge, event, complaint, or reported incident.
- C. CKC reserves the right to correct any mistakes found during audits or inspections, regardless if signed by an officiating judge.
- D. CKC reserves the right to bar any individual from participating in a CKC sanctioned event or show who is not in good standing with CKC.
- E. CKC reserves the right to remove points, placements, or titles from any dog as a result of disciplinary action of its owner/handler.

II. Judging Requirements

A. General Requirements

- 1. Judges are expected to be familiar with, understand, abide by, and enforce all current CKC rules and regulations.
- 2. Judges must demonstrate a general knowledge of CKC breed standards, which can be found at ckcusa.com/breeds, and how they differ from other show organization standards.
- 3. Judges must demonstrate an extensive knowledge of canine anatomy, physiology, and locomotion.
- 4. Judges must demonstrate a thorough knowledge of event and ring procedure and etiquette.
- 5. Judges must possess the experience, knowledge, and aptitude to quickly make sound decisions in the ring.
- 6. All judges and applicants must be eighteen (18) years of age, or older on the date that their application is submitted to CKC.
- 7. Judges must be able to perform all the tasks required for judging a show. This includes meeting the mental, physical, and behavioral demands of the assignment.
- 8. Judges must be in good standing with CKC. They should ensure that all contact information is accurate and up to date, and must inform CKC of any changes to their contact information.
- 9. Judges must maintain a neat, and professional appearance both inside and outside of the ring.
- 10. Judges are required to oversee apprentice judges in training whenever the opportunity arises. Judges should make necessary accommodations for judges in training according to the CKC Apprentice Judges Program requirements.

B. Discussion of Decisions

1. Exhibitors and handlers entering into an event are doing so to be provided a fair and unbiased opinion and judgment of their dog's presentation or performance. Therefore, providing feedback to exhibitors and handlers is part of the judge's responsibilities. Judges must demonstrate that they can clearly and effectively communicate their decisions to exhibitors and handlers.
2. Judges should discuss placements, decisions, points of virtues, or areas of improvement of a particular dog, if asked, before the judging assignment ends for the day.
3. Conversations should remain brief, professional, helpful, polite, and to the point.
4. Judges are not required to defend their decisions to participants, and therefore, discussions with a participant are at the judge's discretion.

III. Judging Prohibitions

- A. A judge may not show or compete on the day that he or she has a judging assignment.
- B. Judges may not serve, volunteer, or fill any staff positions for the hosting affiliate club during the day of his or her judging assignment.
- C. Judges may not promote any particular bloodline, breeding program, kennel, or dogs during the day of the judging assignment. Promotion is defined as vocal advertisement, logoed attire, printed material, or any other means of promoting, marketing, or solicitation. Judges MAY advertise their judging and evaluation services at events. Judges may also advertise other canine-related products and services such as books and educational material, but only with the consent of CKC.
- D. Judges are prohibited from evaluating any dog that have, or have had, any personal interest in; including:
 1. Any dog that he/she may have been listed as an owner or co-owner.
 2. Any dog that he/she may have been listed as a breeder or co-breeder.
 3. Any dog currently or previously owned, co-owned, bred, or co-bred by the any member of the judge's immediate family, or any person living in the same household as the judge.
 4. Any dog that the judge has used, or plans to use, in his or her own breeding program.
- E. Use of alcohol or tobacco is prohibited in the ring
- F. Judging assignments may not last longer than nine (9) hours per day.
- G. Judging assignments lasting longer than four (4) hours must be split by a minimum of a thirty (30) minute break.
- H. Judges should not engage in conversations that unnecessarily prolong or interfere with the show.
- I. Judges may ask if the dog is neutered or spayed, or the dog's age, but should never inquire about the dog's pedigree or parentage.

IV. Apprentice Training

V. Provisional Judges

- A. All hosting affiliate clubs are required to have a provisional judge available for each sanctioned event. Provisional judges serve in place of the officiating judge, should the judge not be able to complete a judging assignment due to conflict of interest or health.
- B. Provisional judges must be eighteen (18) years of age, or older, and thoroughly familiar with CKC's competition, event, or show rules, as well as the breed or discipline being judged.

- B. Provisional judging assignments may be accepted on the day of the event in the event that the approved judge cannot complete his/her judging assignment due to illness, injury, or conflict of interest.

VI. Judging Assignments

A. Assignment Acceptance and Cancellation

1. The affiliate club hosting the show is responsible for the solicitation of judges for the show.
2. Invitations, acceptance, and agreements to judge an event should be documented via email and forwarded to CKC for approval
3. Judges must declare their judging fee, expected expenses, and contact information to the designated affiliate club representative before accepting an assignment
4. Once a judge accepts an assignment, he or she is expected to complete the assignment from start to finish, within the confines of these guidelines.
5. If a judge determines that he or she cannot complete an assignment after accepting the assignment due to illness, scheduling conflicts, or conflicts of interest, the judge must immediately (within 24 hours) notify the affiliate club secretary or the event secretary. The judge must also notify CKC that he or she is unable to complete the judging assignment.

B. Assignment Preparation

1. Judges should be familiar with the score sheets used by the hosting club.
2. Judges should be familiar with the following abbreviations which are used to indicate placements and important notations on the official score card.
 - a. 1- 1st Place
 - b. 2- 2nd Place
 - c. 3- 3rd Place
 - d. 4- 4th Place
 - e. 5- 5th Place
 - f. 6- 6th Place
 - g. 7- 7th Place
 - h. 8- 8th Place
 - i. 9- 9th Place
 - j. 10- 10th Place
 - k. R- Reserve
 - l. AB=Absent
 - m. WX= Points or Placement Withheld
 - n. DQ= Disqualified
 - o. ERR= Error
 - p. DS= Dismissed
3. Judges are encouraged to dress comfortably, but not all attire is appropriate for judging assignments.

- a. The following attire is prohibited:
 - (1) Open-toe shoes including sandals and flip-flops
 - (2) T-shirts and shorts
 - (3) Any attire that overexposes cleavage, back, chest or thighs
 - (4) Wrinkled, torn, dirty, holey, frayed, or overly worn out clothing
- b. The following attire is acceptable and encouraged:
 - (1) Comfortable shoes designed for walking and standing in for several hours at a time
 - (2) For men and women, collared shirts including polo or button-up styles; for women, blouses or dresses of appropriate length
 - (3) Jeans or slacks
 - (4) Hats are permissible and encouraged during direct exposure to sunlight
4. Judges should arrive at least one hour prior to the start of the event to ensure that introductions and formalities have been made, and that special requests and instructions have been discussed, planned, and understood.
5. Judges must hold a handlers meeting ten (10) minutes prior to the start of the 1st class that includes the following:
 - a. Introductions and expressed gratitude to handlers for participation
 - b. Explanation of the competition area, including recognition of competition area entrance and exit
 - c. Discussions about whether or not exhibitors will state a declaration
 - d. Provide an explanation of judging order for various classes
 - e. Declare whether or not bait will be allowed and any instructions concerning such
 - f. An opportunity for handlers to ask questions
6. Judges should discuss delivery of the awards and trophies with the event staff, and ensure that they are readily available.
7. Judges should discuss with the club the itinerary, breaks, and other events happening during the day that will affect his or her assignment.
8. Judges must meet with ring stewards prior to the start of the 1st class to discuss the location of equipment, order of runs, order of the exhibitors, event area entrances and exits, and any other information that will allow for a smooth and efficient judging process.

C. Assignment Guidelines

1. Judges are responsible for maintaining their own records, including results, points, communications between judges and other parties, and contracts. It is the judge's responsibility to ensure the accuracy of their score cards and results forms (when applicable).
2. The judge must ensure that their initialed score cards and signed result sheets are returned to the event secretary prior to the completion of their judging assignment.
3. Further explanation for dismissals or disqualifications from the ring should be noted on the dog's scorecard.
4. Once a class has started the handlers and exhibitors that have entered the ring or competition area may not leave unless dismissed or disqualified and asked to leave by the judge.
5. Owners and handlers are expected to remain in control of their dog(s) at all times, and to ensure the safety of other participants, spectators, and dogs.

D. Dismissals and Disqualifications**1. Disqualification (DQ):**

- a. **Handlers may be disqualified for serious offenses such as:**
 - (1) Disregarding the competition rules and regulations
 - (2) Exhibiting inappropriate or hostile behavior toward the judge or other exhibitors
 - (3) Any exhibitor or handler who is abusive to his/her dog or any other dog in competition may be disqualified by the judge and removed from the competition area.
 - (4) Handler and exhibitors that leave the ring or competition area prior to the judge's dismissal may be disqualified.
 - (5) Handlers may be disqualified for misconduct, poor sportsmanship, or attempting to gain an unfair advantage over other competitors.
- b. Repeated disqualifications can result in the elimination of the handler in question from all future shows and events of that type.
- c. **Canines may be disqualified for reasons such as:**
 - (1) **Structural defects in adult canines**
 - (2) Exhibiting unsafe or harmful behavior to other canines, handlers, or spectators
- d. In the event of a disqualification due to an attack on another canine or person, judges must record "DQ-ATTACK" on the official scorecard, then remove the dog from the ring under the supervision of an event official.

2. Dismissal (DS)

- a. **Handlers may be dismissed for non-serious offenses or reasons such as:**
 - (1) **Repeatedly dropping bait in the ring**
 - (2) Interfering in a way that negatively impacts other exhibitors, handlers, or dogs
- b. **Canines may be dismissed for non-serious offenses or reasons such as:**
 - (1) Exhibiting behavior that interferes with the judge's ability to evaluate the individual dog, or other dogs in the competition area
 - (2) Refusing to stand for exam, refusing to walk, or showing obvious signs of distress
 - (3) Exhibiting overly fearful or aggressive behavior toward a person
 - (4) Exhibiting anything less than a proper, healthy condition for the breed
- c. Dismissals may also occur if there are not enough dogs present in a class and the judge decides to withhold points.

3. Evaluating Conformation Faults

- a. Conformation show evaluations and decisions are determined primarily by the canines' structure, temperament, and movement using a published breed standard for each breed. As part of CKC's overall mission to improve dog breeds, CKC breed standards and shows have been developed and continue to be conducted with an emphasis on health, sound temperaments, and preservation of

the breed's purpose. While CKC's breed standards are written to be inclusive and accommodating of the many features commonly recognized as "typical" for a breed, typical extremes that negatively impact the health of members of the breed; such as, healthy structure, sound movement, breathing, and optimal quality of life should be selected against, as outlined in the CKC breed standards.

- b. CKC's official breed standards are written to be inclusive with the idea of preserving genetic diversity, function, and health within a dog breed. Any departure from the breed standard is considered a fault. The degree of the fault is up to the evaluating judge, based on his or her interpretation of the breed standard and current state of the breed.
- c. In small classes, judges should withhold placements or points for any dogs that are lacking in healthy breed type or unhealthy type extremes. This should be noted on the dog's scorecard. In large classes, such dogs would naturally not receive a placement or points, due to superior and healthier specimens receiving placement and points over those dogs..
- d. Judges must inform exhibitors and handlers of their decisions when withholding points or placements.
- e. CKC regards the judge's decision as final.

4. Presentation and Condition of Dogs

- a. All dogs should be adequately clean and groomed in a breed-appropriate or event-appropriate manner (for non-conformation events).
- b. Dogs should be shown in a natural, unaltered state.
- c. Ear cropping and tail docking is permissible in specific breeds, as outlined in their official breed standard.
- d. Judges should be familiar with CKC's ear and tail policy; natural ears and tails are equally accepted in all breeds, and preference should not be given to one over the other, with the exception of dogs whose standards require a natural tail, but the tail has been surgically docked. In that case, the dog may be penalized in accordance to the judge's discretion.
- e. Spayed or neutered dogs may compete in all classes
 - (1) Unless altered (neutered), all male dogs should have two fully descended and normal testicles.
 - (2) All other alterations are prohibited and may result in disqualification from the show. Some of these include:
 - (a) Cosmetic alterations such as alteration of coat type, texture, or color. This does not include tear stain removal products and general hygiene.
 - (b) Surgical or dental alterations such as testicle implants, dog braces, surgically altering tail or ear carriage.
 - (c) Alteration to any part of the dog outside of what has been outlined as acceptable is prohibited.
 - (3) Judges must excuse any dog that they believe to be altered. Judges should be able to explain and provide supporting evidence for their decision. The scorecard will be marked and the prohibited alteration indicated.

E. Assignment Completion

1. Judges are encouraged to provide a short verbal critique of Best of Show, Best of Breed, and Best of Group winners.
2. Judges should leave the ring as quickly as possible once the class or assignment is concluded.
3. After the completion of a judging assignment, the judge must meet with the event secretary to confirm that they have completed, signed/initialed, and turned in all necessary documentation and scorecards.
4. Score cards and event results must be clearly marked, completed, initialed, or signed. All corrections must be initialed by the judge.

VII. Complaints

- A. Since the affiliate club is responsible for soliciting and hiring of show and event judges, all complaints regarding the judging of a CKC shoe must be filed with the host club and a copy of the complaint forwarded to CKC by the complainant.
- B. Any complaints regarding a CKC judge should include the CKC judge's name, date of the event, name of the event, and all pertinent details surrounding the complaint.
- C. Some valid reasons for complaints include rule violations, rudeness, or lack of breed knowledge