

**SOUTH AUSTRALIAN WORKING SHEEPDOG
ASSOCIATION INCORPORATED**



CONSTITUTION

GENERAL REGULATIONS

REGISTER RULES

TRIALS RULES AND GUIDELINES

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SOUTH AUSTRALIAN WORKING SHEEPDOGASSOCIATION INCORPORATED

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SOUTH AUSTRALIAN WORKING SHEEPDOG ASSOCIATION INCORPORATED CONSTITUTION

1. Name: the name of the society shall be The South Australian Working Sheepdog Association Incorporated. The name and the abbreviation, 'SAWSDA' will be used for documentary and trading purposes and have full equivalence.

2. The objects of the Association are:

2.1 To promote amongst the sheep breeders and general public a wide human interest in the working sheepdog and its work,

2.2 to encourage, develop and maintain a high standard of working sheepdog,

2.3 to establish and maintain a sheepdog register,

2.4 to foster and promote competitive trials,

2.5 to support and foster the concept of the Australian Sheepdog Workers' Association Incorporated.

3. Interpretation

3.1 The words 'the Association' refer to the 'South Australian Working Sheepdog Association Incorporated'.

3.2 'Member' means any form of financial member of the Association, including individual, associate, life members and affiliated clubs.

3.3 'Council' means the body managing the Association and consisting of elected Officers referred to as Councilors.

4. Powers of the Association

4.1 For the purpose of carrying out its objects, the Association may, subject to the Associations Incorporation Act, 1985 and its rules;

(a) acquire, hold, deal with and dispose of, any real or personal property

(b) administer any property on trust

(c) open and operate authorised deposit taking institution accounts

(d) invests its moneys –

(i) in any security which trust moneys may, by Act of Parliament, be invested; or

(ii) in any other manner authorised by the rules of the Association; and

(e) borrow money upon such terms and conditions as the Association thinks fit

(f) give such security for the discharge of liabilities incurred by the Association as the Association thinks fit

(g) appoint agents to transact any business of the Association on its behalf, and

(h) enter into any other contract it considers necessary or desirable.

4.2 SAWSDA is a not for profit organisation. The Association must not distribute any surplus, income or assets directly or indirectly to its members.

5. Membership

5.1 The members of the Association shall consist of:

(a) Full members, who shall have the right to receive notice of general meetings and to be present, to debate and to vote at general meetings; the right to compete at trials as recognised by this Association; and the right to register dogs in the Association's Register.

(b) Associate or supporting members, who shall not have the rights of full members, but shall receive information (including newsletters) about the Association's trials and activities.

(c) Honorary life membership may be bestowed upon members who have made an outstanding contribution of service to the Association or sport of sheepdog trialing. Honorary life members shall have all the privileges and voting powers of full members, and may serve on Council if elected.

(d) Junior members, who are under the age of 21 years as at January 1 each year, will be registered without any membership fee. They will be allowed to compete in all trials subject to their dogs being appropriately registered. They will receive all benefits attributed to full members, with the exception of voting rights.

(e) Family membership, which shall consist of membership for two adults, both of whom will have the rights of a full member as stated in 5.1(a). Juniors will not have voting rights as per 5.1(d).

A parent and sibling or two siblings can be classified as two adults.

5.2 Every applicant for full or associate membership shall at the time of application, pay the appropriate annual subscription, as determined by Council.

5.3 Annual membership subscriptions are due and payable after the first day of January each year, and within two calendar months.

5.4 No member shall be entitled to the privileges of membership whilst their subscription is unpaid.

5.5 The Council may refuse, or otherwise, the acceptance of a membership application and return the subscription to the applicant.

5.6 Every person who is a full financial member shall be entitled to one vote on each motion at any general meeting.

5.7 A register of members must be kept.

5.8 Patron: the Patron is a senior and respected person who understands and publicly supports the role of the Association. They have consented to be identified with the Association and to assist in promoting the objects of the Association. The Patron shall be deemed to be an Honorary Officer of the Association, but shall not have voting rights unless already a full financial member.

6. Effect of Membership

6.1 Members acknowledge and agree that:

(a) this constitution forms a contract between each of them and the Association and that they are bound by the Constitution, Regulations and Rules of the Association,

(b) they shall comply with and observe the Constitution, Regulations and Rules, and any determinations, resolution or policy which may be made or passed by the Council,

(c) by submitting to the Constitution, Regulations and Rules, they are subject to the jurisdiction of the Association,

(d) the Constitution, Regulations and Rules are necessary and reasonable for promoting the aims and objects and particularly, the advancement and protection of sheepdog trialing,

(e) they are entitled to all benefits, advantages, privileges and services of membership.

7. The Council

7.1 There shall be a Council consisting of the President, one (1) Vice President, Secretary/Treasurer and four (4) other members, who shall be elected in the manner herein provided, and who are in these rules referred to as Councilors.

7.2 Officers of the Association shall consist of a President, Vice President, Secretary/Treasurer and Publicity Officer/s.

The Patron, Auditor and Public Officer shall be deemed to be honorary members of the Association, but shall not have any voting rights as such.

7.3 The Councilors shall hold office for two years, one half retiring annually in rotation. Those retiring shall be eligible for re-election.

7.4 Councilors shall be elected at each Annual General Meeting from full financial members who are in attendance at the Annual General Meeting, unless permission for re-election to Council has been received in writing by the Secretary at or before the meeting.

7.5 Should any vacancy occur in the office of Councilors between Annual General Meetings, such vacancy shall be filled by the Council and the substituted Councilor shall hold office for the unexpired period of their predecessor's term of office.

7.6 If the Secretary/Treasurer is not a member of the Association, then they shall be 'ex officio' members of the Association. The Secretary/Treasurer shall be entitled to such remuneration as the members of the Association shall determine at each Annual General Meeting.

7.7 The management of the Association is vested in the Council.

8. Discipline

8.1 The Association may commence, or cause to be commenced, disciplinary proceedings against a member or an affiliated club, who has allegedly;

(a) breached, failed, refused or neglected to comply with a provision of this Constitution, Regulations, Rules or any resolution or determination of the Council or any duly authorised committee,

(b) acted in a manner unbecoming of a member, or prejudiced to the purpose and interest of the Association or sheepdog trialing,

(c) brought the Association, any other member or sheepdog trialing into disrepute.

8.2 That member or affiliated club will be subject to and will submit unreservedly to the jurisdiction procedures, penalties and the appeal mechanism of the Association set out in the Regulations.

8.3 The Council will appoint a disciplinary committee of three Council members to investigate any disciplinary matters referred to it and report back to Council.

9. Meetings

9.1 The Council shall hold meetings as deemed necessary by the President and/or Secretary, according to the volume of business and shall include an annual summit.

9.2 The President (if available) shall Chair all meetings, except the election of officers at the AGM. In their absence, a Chairperson shall be elected from Councilors present at the meeting.

9.3 The quorum at all Council meetings shall be five (5).

9.4 Questions arising at any meeting of the Association or Council shall be decided by a majority of votes at such meeting. In the case of equality in votes, the Chairperson shall have a casting vote in addition to their deliberative vote.

9.5 The Secretary shall be responsible for the keeping of accurate minutes of each meeting of the Association or Council.

10. General Meetings

10.1 The Annual General Meeting shall be held each year within three months of the close of the Association's financial year.

10.2 The business of the Annual General Meeting shall be to confirm the minutes of the previous Annual General Meeting and of any Special General Meeting held since that meeting; to receive and consider the audited Treasurer's report plus any reports of the Council; the election of the Council; and any other business requiring consideration by the Association in a general meeting.

10.3 Current full financial members shall be entitled to one vote at any general meeting.

10.4 The Secretary shall convene a Special General Meeting upon request made to them by the President, or by the Council, or upon receipt of a request made in writing and signed by ten (10) full financial members.

10.5 Fourteen (14) days' notice of every General Meeting, setting forth the purpose for which it is convened and the time and place at which it is to be held, shall be forwarded to every full financial member.

10.6 The quorum at all General Meetings shall be ten (10) full financial members.

10.7 Proxy voting shall not be permitted at any general meeting.

11. Finance

11.1 The financial year of the Association is from 1st January to the 31st December.

11.2 Cheques are to be signed by any two of three bank operators. These operators are to be the President, Vice President and Treasurer as nominated at an Annual General Meeting.

11.3 The Treasurer of the Association shall:

(a) collect and receive all monies due to the Association and make all payments authorised by the Association,

(b) keep correct accounts and books showing the financial affairs of the Association,

(c) have the accounts and books of the Association available for inspection by members,

(d) present an audited report of the business of the Association over the past year to members at each Annual General Meeting.

11.4 The common seal of the Association shall be kept in the custody of the Secretary/Treasurer.

12. Club affiliation

12.1 Any Club, Association, Agricultural Society, or other body established for the purpose of conducting sheepdog trials or training schools may apply for affiliation with the Association.

12.2 Such application shall be made to the Secretary and the Council may grant or withhold affiliation. The Council, at its discretion, may also cancel or suspend the affiliation of any affiliated body.

12.3 An affiliation fee and a levy fee for each entry received shall be charged at a rate as determined by Council each year for the following year.

12.4 All affiliation fees must be paid within one month of the running of the said trials and accompanied by a copy of the results, which shall be placed on record.

12.5 All affiliated bodies shall:

- (a) conduct their trials under the Rules of the Association,
- (b) enlist the services of judges approved by the Association,
- (c) receive benefits of insurance cover held by the Association,
- (d) receive promotion of the dates of their trial through the newsletter and other activities of the Association.

12.6 All affiliated bodies, in respect to conducting a trial, shall at all times abide by the Constitution, Regulations and Rules of the Association, except in very special circumstances.

(a) These circumstances will be dealt with on the spot by a sub-committee appointed at each trial to co-operate with the local trial committee and consisting of the first three members of the Council in the Open draw.

(b) If three members of Council are not available from the Open draw, the Executive shall approach another councilor. In the event of no councilors being available, the Executive shall approach a suitably experienced member.

(c) A phone call to an Executive member to determine the sub-committee is acceptable. As a last resort, it is also acceptable that a Councilor may act as a member of the sub-committee via a phone call.

(d) This subcommittee's decision as a result of their interpretation of these rules shall be final.

12.7 Affiliated bodies have a responsibility to provide a duty of care to all persons involved in the running of the trial.

12.8 Any new trial will receive financial support from SAWSDA of an amount as determined by Council each year. This amount is currently \$300 in their second year and \$200 in their third year.

13. Allocation of trial dates

13.1 The declaration of dates for trials shall be from 1st January to the 31st December each year.

13.2 Any affiliated body desirous of having a fixed period or date within any month to run their trial shall be granted same, provided the time applied for has not been granted to another body previously, and at the time of application is still available.

13.3 The Secretary to have the power to allot dates where circumstances are clearly defined, giving consideration to any Club or Clubs which have held trials on that date the previous year.

13.4 Any anomalies shall be dealt with by the Council and the decision shall be final.

13.5 For the benefit of competitors and committees alike, neighbouring Clubs to consider grouping their dates where possible.

14. Use of technology

14.1 The business of the Association, including banking and the convening or holding of meetings, may be carried out using any technology consented to by Council.

14.2 For the purposes of these rules, a member participating in this manner is taken to be present at the meeting and, if the member votes (by any method available using the relevant technology) at the meeting, is taken to have voted in person.

15. Dissolution

15.1 The Association shall not be dissolved except by a resolution passed by a majority of not less than three quarters of such members of the Association voting at a Special General Meeting, called for the purpose of considering dissolution.

15.2 At least twenty one (21) days written notice specifying the intention to propose the resolution at a Special General Meeting must be given to all members of the Association.

15.3 Should such resolution be passed by the required majority, the Council shall proceed forthwith, and after the payment of all outstanding debts and liabilities, transfer the balance to another Association having similar objectives or to a charity, as a majority of members may determine.

16. Alteration of Constitution

16.1 This Constitution shall not be altered or added to unless notice of the proposed alteration or addition shall have been given to the Secretary and by them to each member of the Association in writing at least fourteen (14) days prior to the General Meeting at which the motion is to be considered.

16.2 Constitutional changes must receive a two thirds majority of votes to be accepted. In the case of equality in votes, the Chairperson shall have a casting vote in addition to their deliberative vote.

16.3 This Constitution shall be reviewed by Council (or subcommittee thereof) at least every five (5) years and a suitable recommendation be presented to the following AGM.

SOUTH AUSTRALIAN WORKING SHEEPDOG ASSOCIATION INCORPORATED

GENERAL REGULATIONS

1. Application for new full financial membership

1.1 To apply to become a full financial member of the Association, a person must submit a written application to the Secretary stating that they:

- (a) wish to become a member of the Association
- (b) support the purposes of the Association, and
- (c) agree to comply with the Constitution and Rules of the Association.

1.2 The application

- (a) must be nominated by a current full financial member of the Association,
- (b) must be signed by the applicant,
- (c) must be accompanied by the appropriate annual subscription fee.

1.3 Consideration of application for new membership:

- (a) as soon as practicable after an application for membership is received, Council must decide by resolution whether to accept or reject the application.
- (b) Council must notify the applicant in writing of its decision as soon as practicable after the decision is made.
- (c) If Council rejects the application, any money accompanying the application must be returned to the applicant.
- (d) No reason need be given for the rejection of an application.

1.4 Pro rata fees

Council may determine that any new member who joins after the first day of July, for that year, pay a fee equal to half of the current subscription fee.

2. Honorary Life Membership

2.1 Honorary Life Membership may be endowed by the following procedure:

- (a) the prospective honorary life member to be proposed and seconded in writing to the Council by two full financial members of the Association,
- (b) the Council to investigate the proposal,

- (c) if approved by Council, the proposed person's name shall appear on the agenda for the Annual General Meeting,
- (d) members at the Annual General Meeting to vote by secret ballot,
- (e) a two third majority of those voting is required to bestow life membership upon a member.

3. Public Liability Insurance:

3.1 All competitors and participants at recognised trials, training days and demonstrations must be a financial member of the South Australian Working Sheepdog Association Incorporated (or of the Working Sheepdog Association in the State in which they reside) to be covered by the Public Liability Insurance policy held through our parent body, the Australian Sheepdog Workers' Association Incorporated.

3.2 A fee which will cover the whole trial, will be charged for non-members, such as competitors in Encourage trials.

3.3 The South Australian Working Sheepdog Association will provide payment for this insurance cover for Junior Members and Honorary Members.

3.4 All entry forms will have the following indemnity clause:

I (insert name), understand that my dog/dogs and I have entered the competition at our own risk and the conveners or their representatives accept no responsibility for any risk or injury however caused. I agreed to abide by the rules and code of conduct of the SAWSDA.

Signed: Date:

4. Code of Conduct

The Code of Conduct of the Association is designed to provide all members and affiliated clubs with the standard of behaviour that is expected in all activities of the Association, its members and affiliated clubs.

It is the aim of the Association that disputes are resolved with mediation wherever possible, and the imposition of penalties by way of monetary fines or the suspension or termination of membership will only be applied where meaningful mediation was not applicable or successful.

4.1 A member must treat all other competitors, spectators and officials with respect, not engaging in any derogatory verbal or physical exchanges.

4.2 A member must take adequate care to ensure that the health and well-being of all animals is the utmost priority at a sheepdog trial.

4.3 A member must not engage in any action or dialogue which results in sexual harassment or discrimination.

4.4 A member, upon entering the trial venue, must conduct themselves in a fair and sportsman-like manner.

4.5 A member is required to present themselves for competition and official business in a state of sobriety.

4.6 A member shall wear appropriate clothing and footwear with regard to personal safety, and taking into consideration insurance requirements, during all aspects of the sheepdog trial.

4.7 It is incumbent on all members to take responsibility for their dogs' actions at all times.

4.8 Any member who takes legal action against the Association, another member or club such as to negatively affect or go against the purposes of the Association, shall forfeit their membership rights during that process.

4.9 All members and/or competitors accept membership and/or enter a trial conditional upon accepting this Code of Conduct and its provisions.

5. Violation of the Code of Conduct

5.1 Any complaint against any member or affiliated club must be submitted in writing to the Secretary of the Association detailing the alleged facts pertaining to the complaint including the names of any witnesses to the substance of the incident, within one month of the violation occurring.

5.2 On receipt of the written complaint, the Association will convene a meeting of the Council within fourteen (14) days to examine the nature of the complaint. Subject to circumstances, this initial contact may be made by telephone.

5.3 Within fourteen (14) days of Council having met, a nominated Committee comprising of three (3) Councilors will make contact with all parties associated with the complaint. This contact will seek to obtain the relevant facts and circumstances associated with the complaint.

5.4 Once all the relevant facts have been collated and discussed by the investigating Committee, a letter will be sent to all parties outlining the findings with respect to the complaint and any penalties that will be imposed on the member or club against whom the complaint was made.

5.5 Penalties shall be imposed by the full Council. The letter referred to in 5.4 (above) shall be sent by the President on behalf of the Council.

5.6 Outside investigators or mediators may be approached to assist in the investigation or the resolution of any issues arising as a result of the complaint.

6. Appeal Process

6.1 Where any member believes they have been unfairly treated in relation to any determination or action by the Association in the above detailed process, they are able to seek a full hearing with the Council.

6.2 At this hearing the accused member or representatives from a club can present for consideration any evidence or witnesses to refute the allegations that have been made. They may also have representation if required.

6.3 The full Council verdict at this hearing will be considered final and no further communication or correspondence will be entered into after this time.

7. Core Values

These core values are the fundamental beliefs and guiding principles of our organisation. They form the foundation on which our members conduct themselves.

7.1 Respect - due regard for the feelings, wishes, and rights of others.

7.2 Honesty - telling the truth; being able to be trusted and not likely to steal, cheat, or lie.

7.3 Trust - to believe that someone is good, reliable and honest and will not harm you.

7.4 Professionalism - the manner in which members conduct themselves which reflects on our organisation. The conduct, aims, or qualities that characterise our sport.

7.5 Discipline - to obey our rules and code of conduct.

7.6 Collaboration - being an active member of a group that works together to achieve a common goal.

8. Working Sheepdog Training Schools

8.1 A convener, club or committee wishing to run a training school will:

(a) make application in writing to Council, at least four weeks in advance, stating:

- the proposed date of the event, with full details of the venue (including photos for previously unknown venues) and the trainer's name
- they, the trainer and all participants are members of the SAWSDA (or another association affiliated with the ASDWA)
- they will abide by the SAWSDA Code of Conduct
- they will abide by the SAWSDA Safety and Wellbeing Policy

- they will provide a duty of care to all persons involved in the training school

(b) two weeks in advance, provide the names of all participants

(c) provide proof of additional public liability insurance held by the owner of the property/venue

(d) pay an affiliation fee for each event at a rate as determined by Council each year

(e) ensure participants' membership payment and indemnity forms are received by the SAWSDA Secretary.

8.2 Participants are:

(a) to be members of the SAWSDA,

(b) to sign a form (refer to Appendix 9) as a waiver of liability and acknowledging our Code of Conduct and Safety and Wellbeing Policy.

8.3 The SAWSDA Secretary will:

(a) maintain a record of all training schools held

(b) provide details of the training school and all participants to the ASDWA before the event.

8.4 A training school will not be covered by the SAWSDA public liability insurance policy if it is run as a private commercial venture. However, a trainer may be re-imbursed for out of pocket expenses.

8.5 As a requirement of the public liability insurance policy held by SAWSDA through the ASDWA, details of any incident which may result in a claim, must be reported immediately, in writing (electronically), to a member of the SAWSDA Executive, followed by a detailed account, in writing, to the Secretary.

8.6 Only training schools conducted by Council as a SAWSDA event will be publicised on the SAWSDA Facebook page.

9. Alteration of General Regulations

9.1 These General Regulations shall not be altered or added to unless notice of the proposed alteration or addition shall have been given to the Secretary and by them to each member of the Council in writing at least fourteen (14) days prior to the Council meeting at which the motion is to be considered.

SOUTH AUSTRALIAN WORKING SHEEPDOG ASSOCIATION INCORPORATED

REGISTER RULES

1. The Register shall be known as the South Australian Working Sheepdog Register, and shall be kept by the Secretary of the Association.

1.1 The aim and purpose of the register is to provide an accurate, documented history of working sheepdogs which will allow for a greater development through selective breeding of the characteristics required by the working sheepdog.

1.2 The Association through the duly elected Council reserves the right to reject any registration of dogs or litters from financial members where it believes they do not comply with the aims or objectives of the Association, and, in particular, where it is evident that a factory-type approach is being adapted to the breeding of litters.

2. Persons eligible to register dogs

2.1 No person who is not a full financial member of the Association shall be entitled to make application for registration of any particulars in the Register.

2.2 The breeder of a pup is the owner or lessee of its dam at the date of its birth.

2.3 The name and address of the breeder of each animal must be given.

2.4 SAWSDA does not maintain a Breeders Register. South Australian legislation requires all breeders to be registered with the SA Dog and Cat Management Board.

3. Dogs eligible for registration

3.1 As a general rule, only sheepdogs with a documented or known history of pedigree can be registered.

3.2 Where application is made to register a dog or dogs where there is no documented history of breeding, the Secretary must assess the appropriateness of the dog(s) being registered by taking the following course of action:

(a) Make appropriate enquiries with the assistance of the owner of the dog(s) to establish their breeding history which would indicate that registration is appropriate. If the immediate sire and dam of the dog(s) to be registered can be identified and their working history and characteristics are consistent with the aims of the Association, the dog(s) should be formally registered.

(b) If there is no documented or proven history of the dog(s) for which registration is being sought it will be necessary for the working ability of the dog(s) to be assessed by three Council members (with the appropriate knowledge and experience) at a convenient time, taking into consideration the age of the dog(s) for which registration is being sought.

Video applications showing the working ability of the dog(s) will be accepted.

Once a member has won a Novice trial (or higher), their level of experience will be accepted and they not be required to have a dog assessed for natural working ability.

(c) Any decision made by the Council in relation to the registration of a dog or litter of dogs is final and not reviewable.

3.3 The registration of dogs with existing recognised state, national and international working sheepdog associations, or as deemed fit by Council, will be accepted by this Association.

The registration of dogs with the Working Koolie Association of Australia will not be recognised as Koolies are not recognised as a working breed by the Australian National Kennel Council.

4. Naming of dogs

4.1 Prefix:

(a) Only full financial members may register a prefix.

(b) Each breeder must register a separate stud or kennel prefix for use exclusively in connection with the names of dogs bred by them.

(c) The prefix will be limited to one or two words of not more than a total of 15 letters.

(c) Any prefix deemed by Council to be offensive will not be accepted.

(d) Where a family connection is clearly established, a common stud or kennel prefix may be used.

4.2 Each dog submitted for individual registration must be named, and such name must not exceed two words in addition to the breeder's registered stud or kennel prefix, which must be used.

Any name deemed by Council to be offensive will not be accepted.

4.3 The owner of a dog included in a notified litter may subsequently name and register the dog, provided that the breeder's stud prefix is used.

4.4 Names once used for registered dogs can not be used again, and can not be changed.

5. Notification of litters

5.1 The birth of each litter should be notified by the breeder within two calendar months.

5.2 A fee shall be charged to notify a litter as determined by Council each year.

5.3 Particulars as to the number of each sex and their colour (and markings if distinctive) must be supplied.

5.4 If the sire and/or the dam of any litter are not already individually registered, application for their registration must be made at the time the litter is notified.

5.5 No litter will be registered where there is no documented or known history of breeding known to the Association, where no such evidence is available, enquiries consistent with 3.2 of these Register Rules should be applied prior to any registration taking place.

5.6 Dogs from litters notified in other states will not be recognised by this Association. Members shall pay full registration rates.

6. Individual registrations

6.1 A fee (as determined by Council each year) shall be charged for the individual registration of dogs in the following categories:

- (a) from a notified litter
- (b) not from a notified litter, but by a registered sire and from a registered dam
- (c) other than specified above

6.2 On receiving any application, the Secretary shall issue to the applicant a certificate of registration subject to the criteria of registration as outlined in Section 3 of this Register Rules.

6.3 No certificate shall be issued by the Secretary until the appropriate forms are duly completed and the registration fees paid.

6.4 Duplicate certificates may be supplied for a fee as determined by Council each year.

7. Transfers

7.1 The vendor must officially transfer to other registered breeders or competitors, every registered dog or pup from a notified litter sold.

7.2 Such transfers must be made within two calendar months from the date of sale. A late fee shall apply as determined by Council each year.

7.3 A fee for the transfer of registration shall be charged as determined by Council each year.

7.4 The certificate belonging to a registered dog is to be returned to the Secretary for endorsement and forwarding on to the new owner.

7.5 Should there be any special conditions applying to the sale of any registered dog, such conditions should be clearly stated, signed by both parties involved and a copy forwarded to the Secretary and duly recorded.

8. Lease agreements

8.1 Notification of a lease agreement must be recorded with the Association and the letter 'L' added beside the dog's name on any official documentation.

8.2 A fee shall be charged for ratification of a lease agreement as determined by Council each year.

9. Forms

All transfers, litter notifications and individual registrations must be made on official forms obtainable on application, free of charge to members, from the Association's website or the Secretary.

10. Penalties

Any applicant for registration who makes a false statement or fails or unreasonably delays to give any information or make any notification or return required by the Register Rules may be refused registration. If they are a member of the Association, they may have the registration of any dogs then owned by them cancelled.

11. Alteration of Register Rules

These Register Rules shall not be altered or added to unless notice of the proposed alteration or addition shall have been given to the Secretary and by them to each member of the Council in writing at least fourteen (14) days prior to the Council meeting at which the motion is to be considered.

SOUTH AUSTRALIAN WORKING SHEEPDOG ASSOCIATION INCORPORATED

TRIAL RULES AND GUIDELINES

1. Competitors

1.1 Owners of all dogs competing in trials must be financial members of the South Australian Working Sheepdog Association Incorporated or of the Working Sheepdog Association in the State in which they reside. Their dogs must be registered.

Members of Yard Dog Associations will also be recognized as eligible to compete in SAWSDA trails with any dog which is currently eligible to compete in a yard or utility dog trial. They will be required to pay the fee for insurance purposes at each trial.

1.2 An owner may appoint a nominee to work their dog or dogs in a trial. Such nominee must be a member of a recognised Association and accept full responsibility during the currency of the trial. If a nominee is appointed they must work that dog in both preliminary and final trials, should finals be held. Such nomination must be made before the commencement of the trial.

1.3 Notification of a lease agreement must be recorded with the Association and the letter 'L' added beside the dog's name on nomination forms.

1.4 The competitor will not be allowed to assist the dog in any way, except by signal, whistle or word of mouth.

1.5 Stick:

(a) Any stick used by competitors shall be solid and not be more than 46cms long and without flaps.

(b) The judge has the right to inspect the stick.

(c) A competitor with a physical disability may use a walking stick or cane to assist their mobility. The use of such a stick must not influence the working of the dog or the sheep.

1.6 Any competitor who handles their dog during a trial shall be disqualified, unless permission has been granted beforehand by the judge.

1.7 Any competitor who by action, sound or unfair manoeuvre stops or turns sheep at any time during the trial shall have points deducted. If the obstacle is negotiated by such action, full obstacle points shall be deducted.

1.8 One Dog Workers

- (a) A competitor who only competes with one dog may nominate a chosen day of a trial on which they wish to compete.
- (b) Any member may be a one dog worker at any trial.
- (c) Competitors who wish to enter a trial as a one dog worker must state this on their entry form.

1.9 Two Dog Workers

- (a) In an attempt to encourage new members and to help existing members (due to work commitments, health issues, or as Council deems fit), competitors may nominate as Two Dog Workers at any time.
- (b) They will be able to nominate no more than two dogs in the last two rounds of the Open/Improver draw. If the Improver event is run separately, their dogs are to be entered in the last two rounds of the Open draw.
- (c) Competitors who wish to enter a trial as a two dog worker must state this on their entry form.
- (d) Two Dog Workers will not lose their status if they are able to attend an entire trial and compete with more than two dogs.

1.10 Novice competitors are to be allowed to complete their trial even if the dog crosses during the course, unless this is deemed (at the judge's discretion) to be detrimental to the dog and/or the sheep.

A novice competitor is defined as a person who has not won a novice competition (or higher) at any time. The onus is on the novice competitor to advise the judge of their status before they commence their run.

2. Trials

2.1 The various classes recognised by the Association shall be the:

- (a) Encourage class: for competitors who have never won a higher, recognised trial. Encourage competitors may win two encourage events before they must proceed on to novice status and may compete with dogs that have won trials at a higher level.
- (b) Junior handler class: for competitors under the age of 21 on the 1st of January of that year
- (c) Novice class: for registered dogs that have never won a SAWSDA approved trial, other than up to two Encourage trials.
- (d) Improver class: for registered dogs that have never won a trial other than up to two Encourage trials or a Novice trial.
- (e) Open class: for all registered dogs owned by financial members of a recognised Working Sheepdog Association.

2.2 SAWSDA approves the following arena trials for its affiliated Clubs and Societies. These trials shall be held in accordance with the rules relative to the courses:

- (a) the SAWSDA Standard Arena obstacles and course
- (b) the SAWSDA Modified Arena obstacles and course
- (c) the ASDWA Supreme Course
- (d) the ASDWA Trans Tasman Course
- (e) the SAWSDA Field Trial obstacles and course
- (f) the SAWSDA Short trial obstacles and course
- (g) the course of any trial held by ASDWA affiliated bodies
- (h) A restricted trial is any trial at which not everyone can compete. They may include deviations to the standard course, such as the Speed Trial and the Points Trial. They are intended to provide extra entertainment for spectators. Dog of the Year Award points are not to be allocated to these restricted trials. The winning dog will not break its Novice or Improver status, if applicable.

2.3 A dog that has only divided a first prize competing as one of a pair shall not be deemed to have won a trial.

2.4 Token trophies are not deemed as winning a trial and therefore will not affect the status of a dog.

2.5 The annual South Australian State Championship Trial shall be considered to be an Open Trial and is to be arranged and conducted by the Council.

2.6 If a novice or improver dog wins a trial run over the Trans Tasman, short or field trial courses, it will lose its status.

2.7 Change of status of dog:

- (a) If a dog wins a Novice class after the entries for the next trial are closed and it is not entered in the Improver class at that trial, it may be entered in the Improver class.
- (b) This dog is to be placed at the end of the draw and must be entered before the Improver class begins.
- (c) In similar circumstances, an Improver dog shall automatically retain its position in the draw and become eligible for the Open class, but must be entered before the Open class begins.
- (d) If applicable, the competitor must pay the appropriate entry fee.
- (e) In the event of a dog winning either a novice or an improver class after the close of entries for a forthcoming trial for which it is nominated, the competitor has the right to directly replace the dog with another eligible entry without further fee. If no suitable substitute is available, the entry fee is refundable.

2.8 A dog may be scratched from the Improver and/or the Open section (if run in conjunction) before the trial has commenced. Once the trial has commenced, a dog may be scratched, but must be scratched out of both sections.

3. Dogs

3.1 With the exception of those entered in Junior Handler and Encourage events, dogs competing at trials must be registered. All dogs must be the bona fide property of the competitor.

3.2 With the exception of those entered in Junior Handler class, a dog can only be worked by one handler at any level in any given trial.

3.3 If, in the opinion of the judge, or Committee of any body conducting a trial under these rules, any person ill uses their dog, they will;

(a) be subject to a fine to the amount as determined by Council each year, and

(b) forfeit all prize money.

Such competitor may be subjected to a violation of the Code of Conduct.

3.4 It is recommended that all dogs entering the trial ground must have a minimum of C3 vaccination against infectious diseases.

3.5 No dog shall be permitted to compete in a trial whilst wearing a muzzle.

3.6 Any dog showing obvious signs of injury or any bitch in advanced stage of pregnancy (visibly in pup) or heavily lactating shall not be worked in any trial.

3.7 Dog collars are to be free of any clips, tags, chains or other attachments which may influence the dog or make a noise to interfere with the sheep.

4. Sheep

4.1 Sheep may be inspected by the subcommittee of Councilors for defects and culled before the trial commences.

4.2 Selection of sheep:

(a) No competitor shall be allowed fresh sheep except in extraordinary circumstances, and then only at the Judge's discretion.

(b) No competitor shall be allowed to select or influence in any way, the selection of trial sheep.

(c) The competitor has the right to appeal, before the sheep have passed the point of balance at the casting peg, if they think the sheep are not suitable to be worked. If the judge approves the appeal, the competitor shall be granted a re-run.

4.3 In the event of a re-run being awarded for any reason, the run will occur at the end of the original draw or at a place within the draw that is considered acceptable and appropriate.

A re-run may not be given if the competitor has lost more points than will enable them to qualify for the final.

4.4 If a dog (as the aggressor) should bite or in any way injure a sheep, such dog shall at once be disqualified and the competitor may be held responsible for any damage caused by that dog.

If a sheep is accidentally injured or lost while being used at a trial, SAWSDA will offer to recompense the owner at a rate agreed to by both parties.

4.5 If a sheep charges a dog or is reluctant to move and the dog (in self defence or to move the sheep in the required direction) then snaps at, nips or bites the sheep (although a bark is preferred) the dog should not be disqualified as long as it is a clean bite. Points may be deducted at the Judge's discretion.

5. The Arena Trial Course

5.1 Refer to Appendix 1 for the recommended dimensions and placement of obstacles for standard arena trial. The positioning of the obstacles may be altered to best suit the venue.

5.2 Scale of points for obstacles: gap 3, race 4, bridge 8, pen 10. These points are to be deducted if the competitor fails to negotiate the obstacle within the time limit allowed for the trial.

5.3 No competitor shall be allowed on the trial course with any dogs prior to or during the currency of the trial except when directed by the judge or trial steward.

Under circumstances such as other attempts have failed, to avoid injury or duress to the sheep, or to save time, a handler will be permitted to remove the sheep from the ground with a dog which is entered, but has not competed.

5.4 The owner or nominee of any dog allowed to run loose by mistake (or otherwise) while a trial is in progress or causes any other interference, may be fined to the amount as determined by Council.

If the loose dog is entered in the trial it shall be disqualified from competing.

The competitor who suffered the interference shall be awarded a re-run which will take place at the end of the draw. A re-run may not be awarded if their score at the time of the interference is deemed to be out of final contention.

Should a competitor's own dog come onto the arena when they are working another dog, there will be no entitlement to a re-run.

5.5 The maximum time allowed to competitors will be fixed by the trial committee at their discretion and before the trial commences.

5.6 The starting and finishing time of each trial will be clearly signaled.

5.7 Competitors shall be permitted to retire at any time during a trial.

5.8 Any competitor withdrawing their dog before the expiry of the full time allowed or being disqualified shall not be entitled to any prize other than when competing in a final where the total points of two runs are combined to determine the placings. No second score shall be allocated to a competitor who retires or is disqualified during a finals run.

5.9 Trials are to be run anti-clockwise.

5.10 Dogs shall be released from any restraint at the commencement of the walk to the starting peg.

5.11 The cast:

(a) The distance between the casting peg and the fence is to be a minimum of 25 metres.

(b) It is recommended that the distance between the release of the sheep and the fence is to be a minimum of 25 metres.

(c) The dog may be cast from a position reasonably close to a line between the competitor and the judge.

(d) The competitor shall stand at the starting point and shall not cast the dog before the bell or siren.

(e) Should the dog break away before the sheep release signal has been given, the competitor may move away from the peg, but not forward of it, to recall the dog.

(f) After the release signal has been given, if the dog leaves before the starting bell signal it must be recalled from the peg. If the dog can not be recalled it must be disqualified.

(g) If, in any trial a dog fails at the first attempt to sight its sheep on its cast, it may be recalled and re-directed.

(h) The competitor may command by word, or whistle the dog on while casting without losing points provided the dog moves freely to the point of balance.

(i) Should the dog at any point of its cast break its free run points must be deducted.

(j) The dog has stopped at the correct position if it approaches and 'lifts' the sheep straight towards the worker without having to move more than a reasonable distance to cover three sheep and commence its bringing.

(k) The cast for the Novice, Encourage and Junior handler events shall be shorter.

The casting peg or the point of release of the sheep is to be placed no less than 20m and no more than 40m from the location of the original casting peg or release point. Should the casting peg be moved, the worker shall move off from this peg, directly to the first obstacle.

5.12 The lift:

- (a) The 'lift' or approach begins from the point that the dog turns toward the sheep and goes in to shift them.
- (b) Points may be deducted if the dog does not stop at the end of its cast, or if it hunts the sheep off course.

5.13 The bringing or draw:

- (a) The bringing or draw of the sheep to the competitor begins when the sheep move away from the dog's approach.
- (b) The ideal draw is in a straight line from the point of lift to the left side of the competitor at the peg.
- (c) The dog should balance the sheep to keep them on course.
- (d) Points should be deducted if the dog brings the sheep too fast, also for hunting them or letting them drift more than approximately 5 metres from the line of bringing.
- (e) The sheep must be taken around the starting peg anticlockwise and should be kept within the 9 metre corridor of it.
- (f) The bringing is to be considered as completed when the sheep pass over an imaginary line between the competitor and the judge (or a marker) before continuing on the course.
- (g) If the sheep first pass over this line in the wrong direction, they must be taken back over the line and then around the peg the right way (ie. unwound).
- (h) The sheep only need to be unwound once.

5.14 Moving between obstacles:

- (a) When a competitor has to move from one given point to another, they must do so maintaining a constant speed and in as direct a line as practicable on the left hand side of the corridor. The competitor must not stop to work the dog during this time. Infringement of this rule will entail a deduction of points for each offence.
- (b) The sheep should travel within the 9m corridor.
- (c) Points will be also be deducted if the sheep are outside of the 9 metre corridor between obstacles or further from the worker than 9 metres.

5.15 Negotiating obstacles:

(a) When negotiating obstacles, points may be deducted if sheep are allowed to circle the obstacle or if they pass the wing and are brought back. The temperament of the sheep must be taken into consideration.

(b) Should the sheep enter any obstacle before the worker reaches the set, the worker may step into the set and complete the obstacle. However, if the sheep have negotiated or completed any obstacles under these circumstances, such obstacle must be re-worked, with the exception of the pen, in which case the worker must step into the set and then step out and close the gate.

(c) If the competitor leaves the ring or peg before having completely negotiated an obstacle with all three sheep, they must be disqualified.

5.16 The pen:

(a) Preferably shall have a gate.

(b) The gate should be closed in one fluent, workman-like movement.

(c) If one or more sheep have entered the pen before the competitor is at the ring or peg, the competitor must step into the ring, complete the obstacle and then proceed to shut the gate.

(d) If any sheep escape from the pen after the competitor has left the ring or peg and is in the act of closing the gate, the competitor shall continue to close the gate. If they are able to return the sheep to the pen before the gate is closed, the points for the pen will be awarded. If by the time the gate is shut the sheep are still out, then the points value of the pen will be deducted and the trial ended. Failure to shut the gate shall be taken as retiring.

(e) If any sheep escape over the sides or back of the pen after the competitor has left the ring or peg and is in the act of closing the gate, the pen may be deemed by the judge as having been worked and the points allowed.

5.17 Crossing:

(a) Any dog that comes between the competitor and the sheep at any time during the trial shall be disqualified.

(b) The judge (at their discretion) need not disqualify a dog getting between the competitor and the sheep provided the dog is forcing in an appropriate manner at an obstacle.

(c) Novice competitors are to be allowed to complete their 15 minute trial even if the dog crosses during the course unless this is deemed (at the judge's discretion) to be detrimental to the dog and/or the sheep. This is to allow them to gain experience on the trial ground. No score is to be recorded if the dog crosses.

(d) Dogs competing in Encourage events shall be allowed to cross without being disqualified, but for a loss of points as determined by the judge.

5.18 **Lack of force at obstacles:** a dog which holds sheep in front of an obstacle for long periods and fails to force the sheep through should be penalised.

5.19 **Turning tail:** points are to be deducted each time the dog turns tail, that is, turns off its work. The number of points will be determined by the circumstances.

5.20 At the conclusion of each trial, it is the responsibility of the competitor to **remove the sheep** from the arena, taking them to a point indicated by the trial committee.

6. Modified arena course

Refer to Appendix 2 for the recommended dimensions and placement of obstacles for the modified arena course.

7. Encourage trial rules

7.1 Encourage trials are for competitors who have never won a higher, recognised trial. Encourage competitors may win two encourage events before they must proceed on to novice status and may compete with dogs that have won trials at a higher level.

7.2 Encourage events may be run over modified courses (eg. delete one obstacle, widen the obstacles, add panels to the obstacles, shorten the cast, use of previously worked sheep).

7.3 All encourage trials should be of twelve minutes duration to avoid unnecessary stress on both the sheep and/or the dog. To compensate for the shorter time, the course can be altered (eg. remove the requirement to work the bridge).

7.4 The competitor must be able to walk their dog to the peg unleashed and under no other restraint. This should be the minimum standard to indicate the degree of control the handler has over their dog.

7.5 The competitor will not have anyone accompany them on the ground. An appropriate, experienced open judge must be appointed who can advise the handler during the course of the trial when needed.

7.6 Encourage dogs will be allowed to cross once without being disqualified, but for a loss of points as determined by the judge. Any further crosses after that point will automatically result in disqualification. However, they may continue to work for their twelve minutes to gain experience, subject to the judge's discretion.

7.7 Where possible a sweeper dog should be available to assist an encourage worker.

7.8 Where the Encourage trial is run in conjunction with the novice event, the same conditions will apply.

7.9 Competitors may compete in encourage events for one year as an Associate member or by paying the required insurance fee at each trial. After this time, if they wish to continue competing, they must become a full member and their dog/s must be registered.

If they wish to compete in novice, improver or open classes at any time during that first year, they must become a full member and their dogs must be registered.

8. Junior handler classes

8.1 For competitors under the age of 21 on the 1st January. A Junior Handler will be able to stay in the Junior Handler class until the end of the year when they turn 21.

8.2 They must be able to walk to the peg with their dog unleashed and able to command the dog being used in the trial.

8.3 Junior handlers can be accompanied by an adult

The accompanying adult is only to intervene if:

- (a) the dog hassles the sheep
- (b) the Junior Handler loses control (the trial will be stopped)
- (c) the Junior Handler requires guidance where to walk and stand during the trial.

8.4 A Junior Handler may enter the Encourage class.

If a Junior Handler wins two Encourage classes, they will no longer be eligible to compete at that level, but may continue to compete in the Junior Handler classes.

8.5 If the Junior Handler becomes confident enough at any time to step up to the Improver or Open classes, they will forfeit the right to return to the Junior Handler class, but may continue to contest Encourage and Novice classes if they and their dogs, are still eligible.

8.6 A Junior Handler will progress to the Encourage or Novice classes in the year after they turn 21, depending on their eligibility.

8.7 A Junior Handler may use an open dog.

If the Junior Handler works an Open dog which belongs to another handler who intends to work it in the Open class, the owner of the dog can not accompany the Junior Handler in their class.

With the exception of the Junior Handler class, a dog can only be worked by one handler at any level at any given trial.

8.8 Dogs worked by Junior handlers will be allowed to cross once without being disqualified, but for a loss of points as determined by the judge. Any further crosses after that point will automatically result in disqualification. However, they may continue to work for their twelve minutes to gain experience, subject to the judge's discretion.

8.9 An end of year award for Junior Handlers will be presented at the AGM using the same scoring system as the Dog of the Year, but the Junior Handler must have entered at least 3 trials during that year to be eligible.

8.10 Junior Handlers do not need to pay a membership fee to SAWSDA, but their details will be registered for insurance purposes.

8.11 Any competitor who is 12 years and under must be accompanied by an adult handler who has won at least one novice class, or higher, and is not the owner of the dog.

9. Field Trials

9.1 Refer to Appendix 3 for the recommended dimensions and placement of obstacles for a field trial. The measurements of the obstacles may vary depending on the size of the panels available to construct them. The measurements of gaps and openings to obstacles will be as indicated.

If the course has been changed, a copy of the course with dimensions and the general layout is to be sent to all competitors and the judge before commencement of the competition.

9.2 Rules:

(a) The recommended length of the cast for the Open and Improver classes is 275m; shorter for the Encourage, Junior and Novice classes.

The cast can be adjusted to suit the arena or paddock the trial is being held in, or to save time. Recommended shortening for the Open and Improver classes is to 140-150m and for the Encourage, Junior and Novice classes, 80m.

(b) The competitor casts the dog from a 9m circle, draws all 5 sheep through the circle and remains in it until the first obstacle, the gap, is negotiated. During this time, the competitor is permitted to move within this circle.

Encourage, Junior and Novice competitors will work the gap from a ring placed alongside the obstacle.

(c) They then proceed to go around the flag in an anticlockwise direction without stopping and keeping the sheep on their right hand side. Points will be deducted if it is necessary to stop at the flag to negotiate it correctly.

(d) At the second obstacle, the race, the competitor remains in a 1.8m circle until the sheep are well clear of the longest rail at the exit after which they approach the third obstacle.

The dog will be allowed to cross when exiting the race, with a penalty of 10 points.

(e) At the third obstacle, the yard and bridge, they firstly open the yard gate, keeping the sheep and dog under control, and then move to the 1.8m circle where they stay until the sheep are in the yard. They then shut the yard gate, open the bridge gate and stand back in the circle at the bridge until the sheep are worked over. They shut the bridge gate (keeping the sheep and dog under control) and then proceed to the fourth obstacle.

The dog will be allowed to cross when working in the yard at the entry to the bridge, with a penalty at the discretion of the judge.

The dog will be allowed to cross when exiting the bridge, with a penalty of 10 points.

(f) When the sheep are in the pen, the worker steps out of the circle and closes the gate. If a sheep escapes before the gate is closed it must be opened again and the competitor must return to the circle and negotiate the obstacle again.

The pen may be of the dimensions of the pen used for the Supreme course to better accommodate 5 sheep.

9.3 Depending on the availability of sheep, five sheep are to be used for each run.

9.4 A maximum of 16 minutes is to be allowed for each competitor to complete the course.

9.5 Scale of points: Gap – 3, Race – 4, Yard and bridge – 8, Pen - 10

9.6 Dog of the Year Award points are to be allocated to this trial. The winning dog will break its Novice or Improver status, if applicable.

10. Trans Tasman Course

10.1 The rules of the Trans Tasman Course are governed by the Australian Sheepdog Workers Association and a copy may be found on their web site.

(a) Dogs in Trans Tasman classes in South Australia may be disqualified (and the run terminated with no amassed score) for inferior work or biting the sheep under our Trial rules 12.2 and 4.4.

(b) Dogs in Trans Tasman classes in South Australia may be disqualified (and the run terminated with no amassed score) for crossing under our Trial rules 5.16.

10.2 Dog of the Year points will be awarded to competitions where this course is used (with no restrictions), even if an arena or Supreme trial is run at the same venue.

11. Supreme Course

11.1 The rules of the Supreme Course are governed by the Australian Sheepdog Workers Association and a copy may be found on their web site.

11.2 Dog of the Year points will be awarded to competitions where this course is used (with no restrictions), even if an arena or Trans Tasman trial is run at the same venue.

12. Short course

12.1 Refer to Appendix 4 for the recommended dimensions and placement of obstacles for a short course trial. The positioning of the obstacles may be altered to best suit the venue.

12.2 Rules:

(a) This course has been especially adopted to suit venues where limited space is available. It is based on the short courses used in New Zealand and incorporates obstacles such as a key-hole race and the Maltese Cross.

(b) The suggested time is 12 minutes (depending on the area allowed and the sheep).

(c) Time is to be called by the Judge once the sheep have been released. Judging commences once sheep have cleared the Gap (first obstacle).

(d) The sheep are to be driven between obstacle one (the Gap); two (the Bridge), and three (the T). There is a defined free working area at the Bridge and the Maltese Cross.

(e) The competitor must walk through obstacle one (the Gap), and three (the T). The competitor may clear sheep off the second obstacle (the Bridge), by walking alongside the Bridge. Competitors are not allowed in the bridge.

(f) After the T (third obstacle) the competitor has freedom of movement between obstacles, i.e. drive or pull between obstacles or both drive and pull.

(g) At the U (fourth obstacle), the competitor must take up position on either side of the U. If the competitor needs to change position, points will be deducted.

(h) The dog and competitor must have all of the sheep in the U before the competitor can move to open the gate to release the sheep.

The competitor's hand must be at the head of the gate and remain there until the gate is closed.

It is at the discretion of the organising committee running the event, whether the gate is swung off either the left or right post, but it must open out from the U.

(i) The Maltese Cross must be entered and exited by the sheep as defined by the course map. The competitor must stay in the free working area.

(j) When the sheep are clear of the Maltese Cross, the competitor must go and stand in the ring at the head of the pen gate. The ring is one metre in diameter and is to be placed two metres from the head of the gate.

It is at the discretion of the organising committee running the event, whether the gate is swung off either the left or right post.

(k) The sheep are only yarded when all three sheep are in the pen to the Judge's satisfaction. The competitor must then shut the gate to complete the run.

The dog must hold the sheep in the pen while the competitor shuts the gate. Should the dog leave this position (eg. going behind the competitor or around the pen) there will be a loss of points.

After the completion of each run, the gate to the pen is to be left open for the next run.

(l) If the sheep are touched with a stick during the run, the competitor may be penalised.

12.3 Judges will take points for interrupted flow.

12.4 Judging of the short course is sectional. Each section must be completed before moving onto the next one. The maximum number of points lost per section is 20.

First Section – the Gap	no points (time is called when sheep go through)
Second Section – Drive and Bridge	20 points
Third Section – Drive and T	20 points
Fourth Section – Drive/Pull and U	20 points
Fifth Section – Drive/Pull and Maltese Cross	20 points
Sixth Section – Pull and Pen	<u>20 points</u>
Total	100 points

12.5 A final will be held.

12.6 Dog of the Year Award points are to be allocated to this trial. The winning dog will break its Novice or Improver status, if applicable.

12.7 Time restraints may restrict this trial to limited entries or to being an Open Trial only.

13. Judges

(refer to Appendix 5: Judging Recommendations and Guidelines)

13.1 The Judge's decision shall be final.

13.2 If the working of any dog is of inferior merit, the Judge has the power to terminate the trial before the expiration of the time allowed.

13.3 Judge's cards (as drawn up by the Association) are to be used at all trials.

13.4 Cards may not be inspected by competitors until after the winner has been determined and the trial has been completed. Under no circumstances can a competitor examine the card of another competitor.

13.5 A panel of judges is to be maintained.

13.6 Any person appointed to the judges' panel will be considered a volunteer for insurance purposes. Whilst judging, they will do so under SAWSDA rules.

13.7 Nominees to the judges' panel are to be suggested and their acceptance determined at the Annual General Meeting.

13.8 Potential nominees to the Judges' Panel are required to walk with at least three different Open judges before judging.

13.9 Members newly appointed to the judges' panel will be bound to judge at least 20 scoring dogs (including finals) at South Australian trials and three Novice classes before being considered by Council to be eligible to judge Open classes.

13.10 Any judges who have resigned or who have not judged a trial in South Australia for the past four years are to be removed from the panel.

13.11 Re-instatement to the panel requires the following of the rules above. Council has the right to re-instate a judge with extensive previous experience without the need to follow those rules.

13.12 Whilst Clubs may select their own judges, a roster of judges is to be completed by Council at the beginning of each year and suggested to Clubs.

13.13 It is recommended that Clubs make recognition to judges for the important role they play in a trial (eg. by providing meals, accommodation and a gift or some form of compensation).

13.14 Any judge on the roster who is not able to meet their commitments will be responsible for arranging a substitute.

13.15 Judges sourced from interstate must be a full financial member of a working sheepdog association and recognised on a judging panel.

13.16 Competitors are encouraged to request clarification from the judge of any aspects of the rules they are not sure of.

14. Entry forms

14.1 The following is to be included on all entry forms:

This trial is conducted under the rules of the SAWSDA, including the Code of Conduct as outlined in Sections 1, 2 and 3 of the General Regulations. A copy of this Code of Conduct is available on our website or from the SAWSDA Secretary.

The payment by a competitor for entry into this trial is an indication of their acceptance of the SAWSDA Constitution, Regulations and Rules including the Code of Conduct, which is applicable to all activities and areas of the venue location, and any specific regulations governing the use of the grounds and buildings associated with the Trial.

14.2 All entry forms will also include the following indemnity clause:

I (insert name), understand that my dog/dogs and I have entered the competition at our own risk and the conveners or their representatives accept no responsibility for any risk or injury however caused. I agreed to abide by the rules and code of conduct of the SAWSDA.

Signed: Date:

15. The Draw

15.1 Competitors shall take their place in the trial according to the draw.

15.2 Any competitor absent shall not be allowed to compete at a later time, except under special circumstances and at the discretion of the Council subcommittee and the Club conducting the trial.

15.3 If under the provisions of rule 14.2 (above), a competitor was granted permission to run in a trial after having missed their proper place in the draw, this run will take place at the end of the original draw or at a place that is considered acceptable and appropriate.

15.4 The draw may be altered at the discretion of the Council subcommittee and the trial convener if it is considered conducive to the well-being of a dog.

This dog may have its place in the draw of the next class changed. As in 14.3 (above), the run will take place at the end of the original draw or at a place that is considered acceptable and appropriate. The change must be finalised before the class begins.

15.5 Competitors are required to advise trial organisers of any scratching or any dogs that are no longer eligible to compete in the novice or improver sections before the trial begins.

15.6 **Conducting the draw** (refer to Appendix 6):

(a) Dogs shall be placed in the order indicated by the competitor on their entry form.

(b) The basis of the draw shall be five (5) rounds. If entries show the majority of competitors have less than four dogs, it is acceptable to conduct the draw over four (4) rounds.

(c) Competitors shall have their names drawn at random just once and this will then become the order for any further rounds that the competitor is involved in.

(d) Competitors with more dogs than the number of rounds in the draw shall have their next dog placed half way between their second and third runs, then third and fourth runs and fourth and fifth runs depending on the total number of dogs they have entered.

(e) Those competitors competing as a 'One or Two Dog Worker' shall be placed randomly in the draw on their nominated day.

(f) Common sense is to prevail and those competitors with multiple entries are to be spread throughout the draw.

If the situation arises where most competitors have less than three dogs, but one competitor has four or more dogs, it is acceptable to place that competitor evenly throughout the draw, regardless of the rulings above.

(g) No competitor shall have consecutive runs throughout the draw.

(h) A copy of the draw will be provided for each competitor before the trial begins.

(i) Classes may be held concurrently (for example, the Novice and the Encourage classes, or the Improver and Open classes). Should a dog be entered in both classes, the score from their one run will count towards both classes.

(j) Should entries warrant, a trial convener may choose to run two rounds in any class. Placings will be determined on an aggregate of those two runs.

If a dog does not score in the first round (for any reason), it will be entitled to a second run and a single score will still count towards the placings, should it be high enough.

A final may also be run and the placings will then be determined by an aggregate of all three runs.

The intention to do this must be made clear to all competitors before the event starts.

16. Refunds

16.1 A Competitor shall give at least 24 hours' notice to the organising committee if they are not able to compete at any event. If they do not, they are not entitled to receive a refund on any entry fees.

16.2 Under extenuating circumstances, a refund may be given at the discretion of the convener of the trial or the Council.

16.3 An administration fee may be deducted from the refund.

17. Finals

17.1 Should there be a final, the highest scoring dogs shall be selected, one more in number than prizes offered, this being raised only to include a duplication in score of the last selection.

For the Dog of the Year award, a minimum of five dogs must be included in Open Trials.

17.2 The judge shall give awards to those gaining the highest aggregate number of points.

17.3 No prize shall be awarded to a dog which, after qualification, fails to participate in a final.

17.4 Should a competitor not be available to contest a final, that place in the final remains vacant.

17.5 Dogs will take their place in the finals according to their place in the original draw, except in the event of a re-run being awarded when they will take their place in the order they qualified.

17.6 If a competitor has more than one dog in the final, runs should not be consecutive where possible.

17.7 In the event of a tie for first place in a Novice, Improvers or Open Trial, a winner must be arrived at by running off the dogs involved. The first placing to go to the dog with the highest aggregate score.

17.8 A final will be held for all Novice trials, following the completion of the first round of the Novice.

17.9 Where possible, the Improver Final will be held separately from the Open Final. Where the Improver final is run separately from the Open final, it shall follow the completion of the first round of the Improver event.

17.10 A competitor may retire in a final without the loss of their points from the first round.

18. Dog of the Year Award

18.1 A perpetual trophy plus a trophy for the competitor is to be made available by the Association and presented to the successful competitor at the Annual General Meeting each year.

18.2 To be eligible for this award, competitors must be members of the South Australian Working Sheepdog Association Incorporated; their dogs must also be registered with the Association (or transferred to our register); and points may only be gained at open and unrestricted trials held by Clubs affiliated with the Association each calendar year.

18.3 Placings are to be awarded to fifth place in Open Trials.

18.4 Points are to be allotted for placings as: 1st - 5, 2nd - 4, 3rd - 3, 4th - 2, 5th - 1

18.5 In the event of a tie being award for a placing, the points for that placing will be awarded to both dogs. No points will be then allotted for the next placing down.

18.6 Points may not be accrued at restricted trials such as at the Adelaide Show.

18.7 Points will be accrued at trials run on different courses, such as the field, Trans Tasman, Supreme and short courses, unless other restrictions are applied.

18.8 If two open unrestricted trials are run in succession at the same venue, Dog of the Year points will be awarded to the place getters of both of those open trials.

18.9 A minimum of five (5) eligible trials must be held throughout the year for the Dog of the Year award to be given. Points will be awarded towards the selection of State Representatives, regardless of how many trials are held during the qualifying period.

19. Selection of state representatives

19.1 The selection of state representatives is to be based on a dog's success from the previous financial year (July 1 to June 30), unless clearly directed otherwise by the body convening the national event.

19.2 The State Representatives will be the two top scoring dogs from the Dog of the Year table from the previous financial year (July 1 to June 30).

19.3 One handler is to be a representative with only one dog in any competition.

19.4 Dogs will be chosen from the highest scoring dogs available to compete. Should any representative dog not be able to participate for any reason, the handler must advise Council in writing, stating the reason. The next highest scoring available dog and handler from the selection process will then be eligible to compete.

19.5 The representative must be a member of SAWSDA and a resident of South Australia.

19.6 To be chosen as a representative for South Australia, the competitor must also be prepared to be an ambassador for the state at any official function, meeting etc. which may occur during the competition. Their dog must also be presented in acceptable condition at the time of the competition.

19.7 Council has the right to determine the suitability of the representative and their dog.

19.8 Competitors representing South Australia will be supplied with an Association shirt, tie and navy blue blazer with pocket embroidered with our logo and the appropriate wording (eg. Team Member – 2018).

Competitors will be required to pay half the purchase cost of the blazer only. Competitors will be required to wear this clothing when competing or promoting the Association.

19.9 A formula to compensate members who take their turn judging, or who miss the opportunity to gain points at South Australian trials directly as a result of representing their state or country or judging at the Supremes, has been devised in regard to Dog of the Year points and the selection of state representatives (refer Appendix 7). This compensation will apply to all dogs the member currently has on the Dog of the Year table.

20. Protests and Penalties

20.1 Any protest must be lodged in writing with the Secretary of the local trial committee and be accompanied by a fee as determined by Council each year which shall be returned if the protest is upheld.

20.2 Such protest shall be dealt with by the Council subcommittee whose decision shall be final.

20.3 In the event of any question or situation arising not provided for in these rules, the matter in question shall be dealt with by the Council subcommittee and any action taken shall be reported to the full Council within 14 days.

20.4 Council may suspend or disqualify for such period as it deems proper or fine any member who commits any breach of these rules; or refuses to obey the Council; or of abusing or disputing a judge's decision; or of improper, unfair or other than sportsmanship-like conduct; or who may be the cause of any disturbance which may take place at any ground during the holding of any sheepdog trial.

20.5 Any member so suspended or disqualified shall not be entitled to enter any ground or area where a sheepdog trial is in progress while they are under suspension and may be disqualified from competing at any future trials conducted under these rules.

21. Hot Weather Policy

21.1 the SAWSDA Safety and Risk Management Policy must be followed and an event check list completed at each trial (Appendix 8)

21.2 Animal and human welfare needs to be considered as a priority.

21.3 If the predicted temperature is above 30°C on the day of the trial, the convener must consider making adjustments to the structure of the trial. Any decision to make changes must be finalised by noon the day before the trial is due to start and made known to competitors. Competitors must also monitor the forecast and contact the conveners to confirm any possible changes.

21.4 The temperature at the venue on the day also needs to be taken into consideration, including wind factors. All Councilors present at the ground are to liaise with the trial convener and the judge to decide if an adjournment is necessary until it is cool enough for trialing to re-commence.

21.5 The following will be enforced:

- seats, shade and cold water will be provided for the judge and all volunteers helping to run the trial
- all participants will be encouraged to wear hats, sunglasses, protective clothing and sunscreen
- tasks will be rotated amongst volunteers to avoid prolonged exposure to the heat
- shade and water will be provided for all livestock (sheep and dogs)
- a trough or bath of water will be provided for dogs to lay in.

22. Facebook Page and website

22.1 The Association hosts a Facebook page and a website.

22.2 The objects of these sites are:

(a) to promote the sport of sheepdog trialing in South Australia, and throughout Australia,

(b) to publicise trials and post trial results,

(c) to share news, items of interest and photographs of working sheepdogs and dog trials

(d) to allow members of the public to ask questions about working sheepdogs, training and sheepdog trials.

22.3 These sites are not to be a forum for public advertising (sales, swaps, giveaways) or debate.

22.4 Administrators shall be appointed by Council for these sites and they shall monitor and regulate what is posted.

23. Alterations to Trial Rules

23.1 These Trial Rules shall not be altered or added to unless notice of the proposed alteration or addition shall have been given to the Secretary and by them to each member of the Council in writing at least fourteen (14) days prior to the meeting at which the motion is to be considered.

23.2 The motion must be carried by a two thirds majority of Councilors present at the meeting.

APPENDIX 1: STANDARD ARENA COURSE

Refer Diagram 1. Recommended dimensions:

- (a) **Gap:** 0.9m opening with 2.7m wings
- (b) **Race:** 2.7m long, 90cm entrance and 76cm outlet. 2.7m wings with 1.8m opening at the mouth.
- (c) **Bridge:** 2.7m long, 90cm wide, 2.7m wings with 1.8m opening at the mouth. Ramp onto the bridge to be 1.35m long to allow room for the sheep to stand before going on to the bridge. Platform to be 0.6m from the ground.
- (d) **Pen:** 2.7m by 1.8m
- (e) **Working pegs/rings:** to be placed in a direct line from the front of the obstacle and to be 2.4m from the outside of the obstacle to the closest edge of the ring.
- (f) **Corridor:** a 9 metre corridor between obstacles will be marked on the course

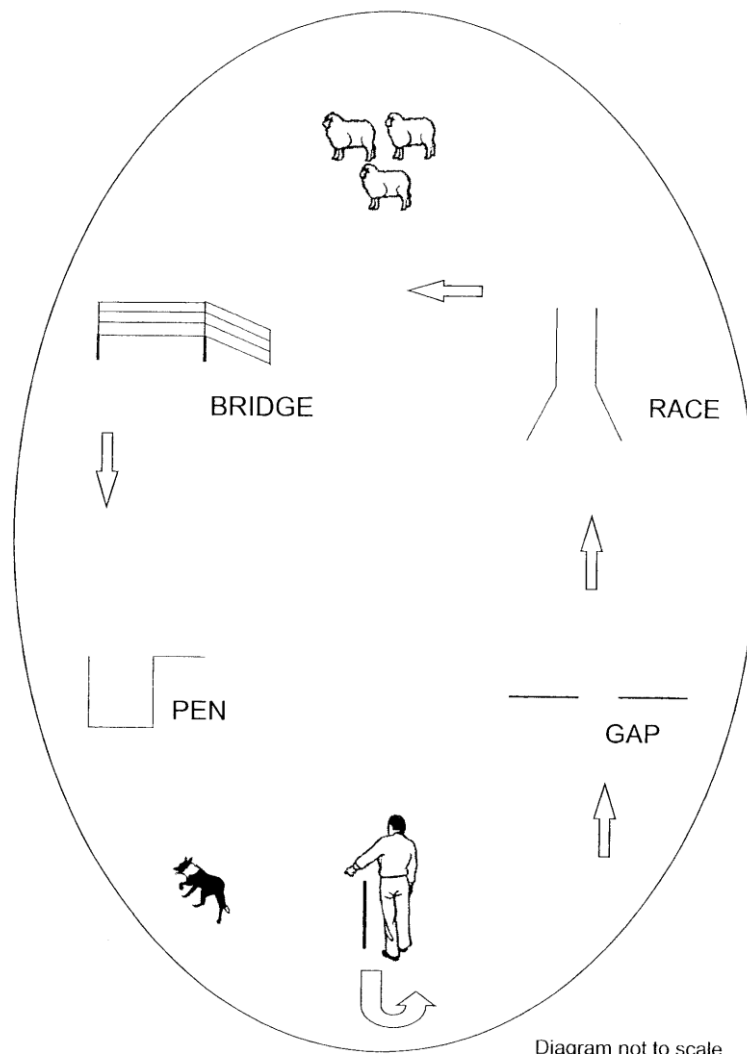
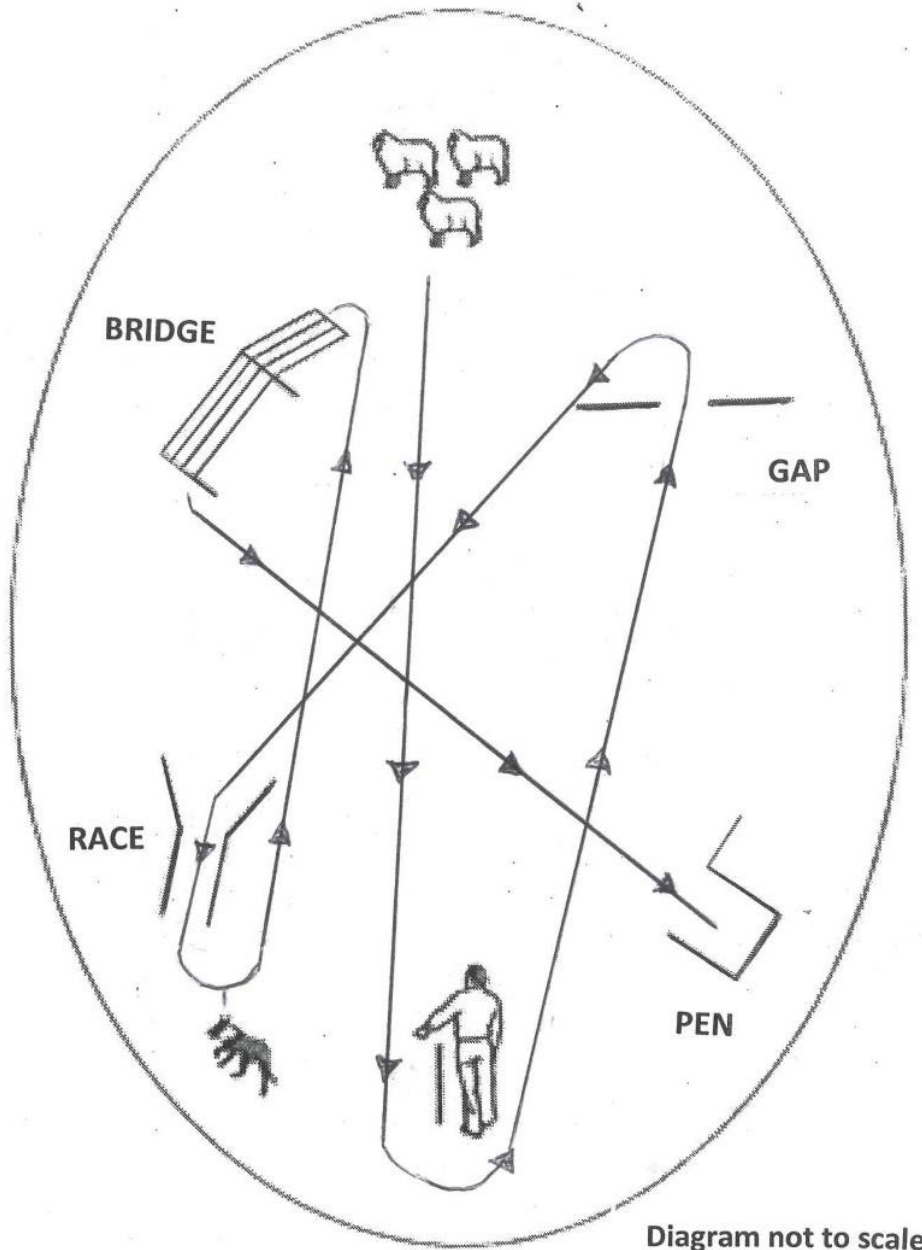


Diagram 2.



Note: the positioning of the obstacles may be altered to best suit the venue.
For example: diagram 2 allows for longer walks between obstacles where there is smaller arena.

APPENDIX 2: MODIFIED STANDARD ARENA COURSE

Recommended dimensions:

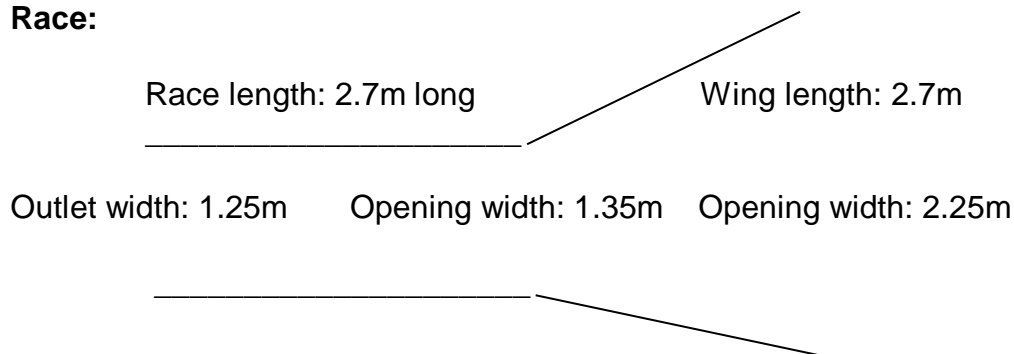
(a) The gap, pen, working rings and corridor shall be as for the Standard course.

(b) **Race:** the opening and overall width of the race has been increased by 45cms:

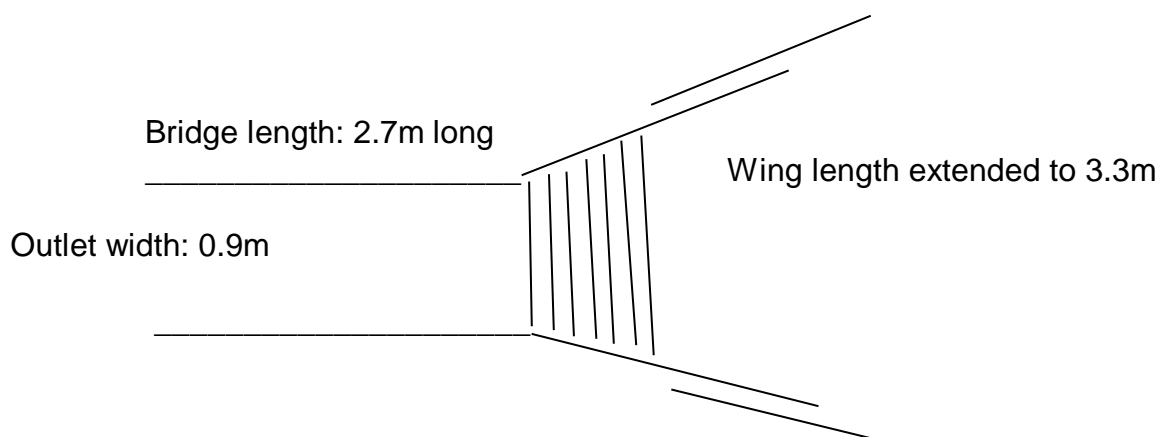
2.7m long, 2.7m wings, 2.25m opening at the mouth, 1.35m wide entrance to the race, 1.25m wide outlet

(c) **Bridge:** the bridge retains the same basic dimensions. However, the depth of the opening of the bridge is increased by 60cms to increase the workable area at the base of the ramp. This can be achieved by adding a small panel (or overlapping a longer one) alongside the existing panel. The wings are extended, straight off the existing panels to a total length of 3.3m.

Race:



Bridge:

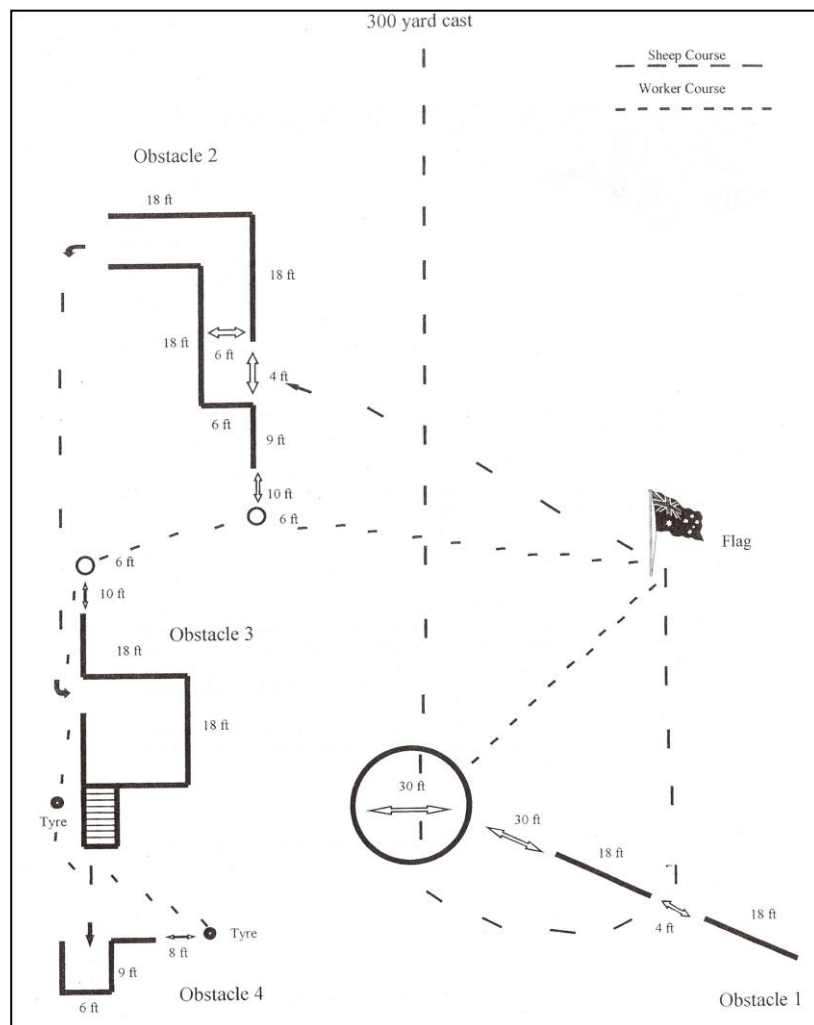


Diagrams are in indication only. They are not to scale.

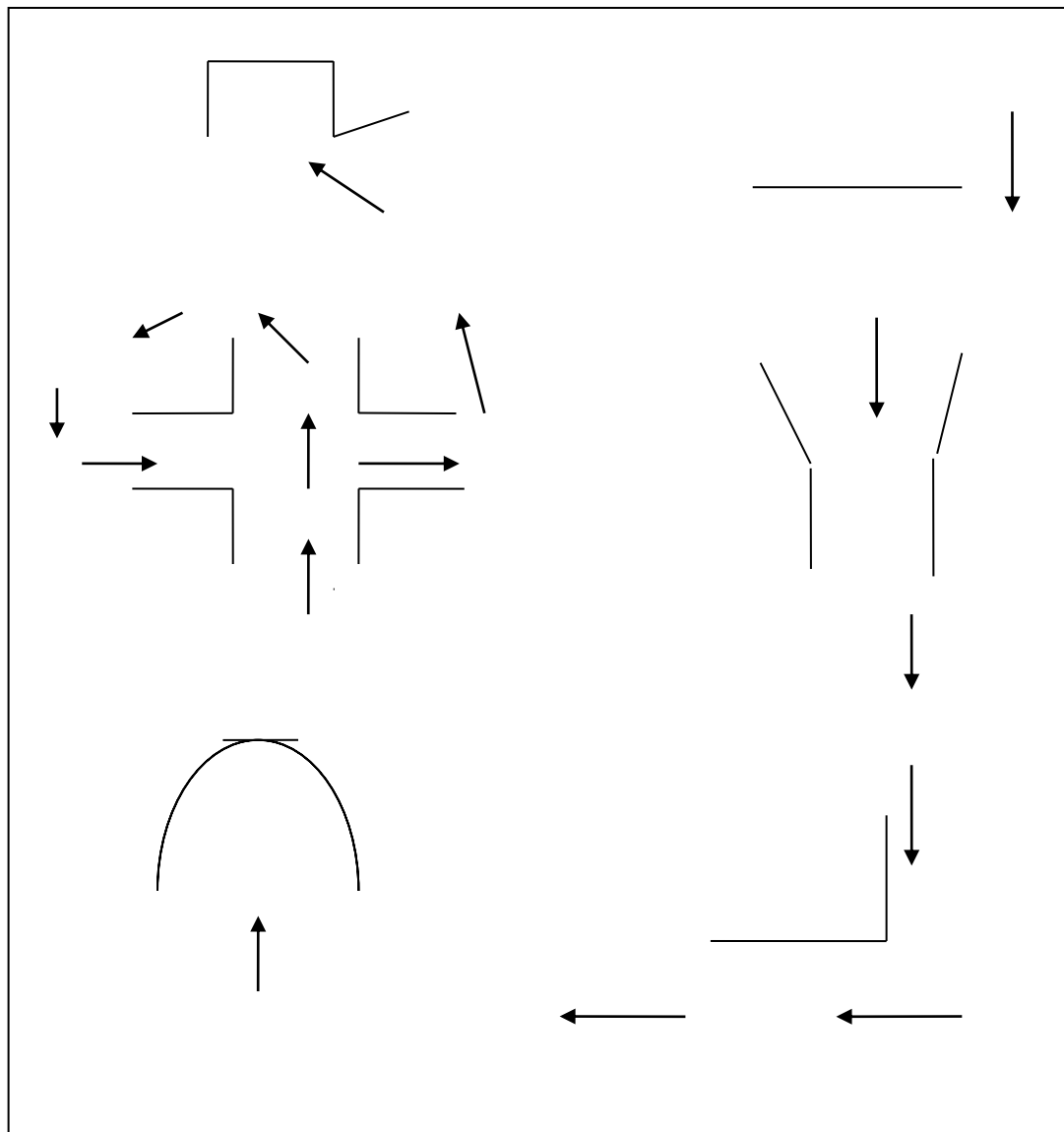
APPENDIX 3: FIELD TRIAL COURSE

The measurements of the obstacles may vary depending on the size of the panels available to construct them. The measurements of gaps and openings to obstacles will be as indicated:

- (a) **Cast:** 275m (to be shortened for the Novice event)
- (b) **Competitor's circle:** at the beginning of the course, 9m
- (c) **Gap:** 1.2m opening with 5.4m wings, to be placed 9m from the competitor's circle
- (d) **Zigzag Race:** 1.2m entrance and outlet, 5.4m side panels, 1.8m wide, 2.7m wing at the entrance, 3m from the edge of the wing to the competitor's circle (1.8m)
- (d) **Yard:** 5.4m panels, 1.2m opening, 3m from the edge of the gate to the competitor's circle (1.8m)
- (e) **Bridge:** 2.7m long, 0.9m wide, 2.7m wings with 1.8m opening at the mouth. Ramp onto the bridge to be 1.35m long to allow room for the sheep to stand before going on to the bridge. Platform to be 0.6m from the ground.
- (f) **Pen:** 2.7m by 1.8m, 2.4m between the end of the gate and the competitor's circle.



APPENDIX 4: SHORT COURSE



Note: the obstacles used and their dimensions will be determined by the area provided at the venue. Where possible the dimensions will be as for the arena and Trans Tasman courses.

Diagrams are in indication only. They are not to scale.

APPENDIX 5: JUDGING RECOMMENDATIONS AND GUIDELINES

To be completed.

Judges cards:

..... SHEEP DOG TRIAL/.....20.....
 Owner Name of Dog

POINTS LOST		Cast Approach	8	4
Cast				
Approach				
Bringing				
General Work				
Obstacles not negotiated.				
MAXIMUM POINTS	100			
POINTS LOST				
TOTAL	[10]			
Judge's Signature				3

Arena trial card

..... TRANS TASMAN SHEEP DOG TRIAL/.....20.....
 Owner Name of Dog

POINTS LOST		Cast Approach	8	4
Cast/draw	25			
Peg-Gap	15			
Gap-Cross	15			
Cross-Bridge	15			
Bridge-Pen	30			
MAXIMUM POINTS	100			
POINTS LOST				
TOTAL	[20]			
Judge's Signature				3

Trans Tasman trial card

Run No.
 AUSTRALIAN SHEEPDOG WORKERS' ASSOCIATION
 SUPREME COURSE SCORE CARD

WORKER

DOG

	Points lost	Total
Cast, Lift & Draw		
Peg to Gap		
Gap (3 points)		
Gap to Race		
Race (7 points)		
Race to Bridge		
Bridge (10 points)		
Bridge to Pen		
Pen (20 points)		
Total Points Lost		

SCORE

Judge's signature

Left: Supremes card

..... SHEEP DOG FIELD TRIAL/.....20.....
 Owner Name of Dog

POINTS LOST		Cast Approach	8	4
Cast				
Approach				
Bringing				
General Work				
Obstacles not negotiated.				
MAXIMUM POINTS	100			
POINTS LOST				
TOTAL	[10]			
Judge's Signature				3

Field trial card

APPENDIX 6: HOW TO DO A DRAW (refer to Table 1)

Every draw is to consist of a maximum of five rounds.

Each worker is to work one dog in the first round (with the exceptions 1, 2 and 3, below) before any worker is to work their second dog.

Exception 1: One dog worker - a competitor who only competes with one dog may nominate a chosen day of a trial on which they wish to compete.

Exception 2: Two Dog Worker – a competitor who nominates to compete with only two dogs is able to nominate no more than two dogs in the last two rounds of the Open/Improver draw.

One and Two Dog Workers must only have either one or two dogs entered at the Trial. This means only those two dogs are to be entered in the class nominated. This also means that they cannot work a dog entered under another trialer's name.

Exception 3: Owned by/Worked by - dogs nominated to be worked by a particular competitor which are actually owned by another member are to be entered separately as owned by Member A and worked by Competitor B. They will be included in round one. If Competitor B then has other dog/s entered in the trial, their first dog will also be included in round one and so they will get two runs in the first round.

Leased dogs – are considered to be owned by that worker and will take their place in the draw according to the order nominated by the competitor.

Where a worker has more than one dog in a particular round, his dogs should be evenly spaced within that round, and between his dogs in the previous and following rounds.

It is easiest to do a draw using the Excel program as you may sort, cut and paste. Enter each competitor's dogs in the order they have nominated, as a block and then number the first competitor A01, B01, C01 etc. The second competitor's dogs will be A02, B02, C02 etc; the third competitor's A03, B03, C03 and so on. You must put the 0 in so the computer puts 01 before 10 when you ask it to sort. Select all columns with data and ask the computer to sort alphabetically.

Leave a blank row between each of the rounds to make it easier to keep track of the rounds and space competitors with two or more dogs in a round.

Cut and paste any competitor who may have entered more than 5 dogs.

Likewise, insert one and two dog workers' dogs separately.

Once all dogs have been allotted in their order, delete the A01 etc numbering and assign consecutive numbering to the list for the running order of the dogs. This can be done easily using the Excel Fill command.

Highlight the column you want the numbers to appear in, enter 1 against the first competitor to get you started and then select Fill, Series, Columns, Linear, Step value 1.

This list can then be cut and pasted into a Word file to complete your program.

If you are doing the draw manually, it is helpful to start off with five separate pages – one for each round. When all rounds are completed, join the pages together and assign consecutive numbering for the running order of dogs. If you have the situation where entries are low (eg. Novice classes) and most competitors have only one or two dogs, but one competitor has three or four dogs, it is acceptable to place that competitor evenly throughout the draw, regardless of the rulings above (including having more than one dog in the first round). It is not ideal to have one competitor with consecutive runs in the last round.

Table 1:

	1 st round	2 nd round	3 rd round	4 th round	5 th round
Worker with one dog	Dog 1				
Worker with two dogs	Dog 1	Dog 2			
Worker with three dogs	Dog 1	Dog 2	Dog 3		
Worker with four dogs	Dog 1	Dog 2	Dog 3	Dog 4	
Worker with five dogs	Dog 1	Dog 2	Dog 3	Dog 4	Dog 5
Worker with six dogs	Dog 1	Dog 2 Dog 3	Dog 4	Dog 5	Dog 6
Worker with seven dogs	Dog 1	Dog 2 Dog 3	Dog 4 Dog 5	Dog 6	Dog 7
Worker with eight dogs	Dog 1	Dog 2 Dog 3	Dog 4 Dog 5	Dog 6 Dog 7	Dog 8
Worker with nine dogs	Dog 1	Dog 2 Dog 3	Dog 4 Dog 5	Dog 6 Dog 7	Dog 8 Dog 9
Worker with ten dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6	Dog 7 Dog 8	Dog 9 Dog 10
Worker with eleven dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6 Dog 7	Dog 8 Dog 9	Dog 10 Dog 11
Worker with twelve dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6 Dog 7	Dog 8 Dog 9 Dog 10	Dog 11 Dog 12

If you have the situation where the majority of competitors have less than four dogs, it is acceptable to conduct the draw over four rounds. (refer to Table 2)

Table 2:

	1 st round	2 nd round	3 rd round	4 th round
Worker with one dog	Dog 1			
Worker with two dogs	Dog 1	Dog 2		
Worker with three dogs	Dog 1	Dog 2	Dog 3	
Worker with four dogs	Dog 1	Dog 2	Dog 3	Dog 4
Worker with five dogs	Dog 1	Dog 2 Dog 3	Dog 4	Dog 5
Worker with six dogs	Dog 1	Dog 2 Dog 3	Dog 4 Dog 5	Dog 6
Worker with seven dogs	Dog 1	Dog 2 Dog 3	Dog 4 Dog 5	Dog 6 Dog 7
Worker with eight dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6	Dog 7 Dog 8
Worker with nine dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6 Dog 7	Dog 8 Dog 9
Worker with ten dogs	Dog 1	Dog 2 Dog 3 Dog 4	Dog 5 Dog 6 Dog 7	Dog 8 Dog 9 Dog 10
Worker with eleven dogs	Dog 1	Dog 2 Dog 3 Dog 4 Dog 5	Dog 6 Dog 7 Dog 8	Dog 9 Dog 10 Dog 11
Worker with twelve dogs	Dog 1	Dog 2 Dog 3 Dog 4 Dog 5	Dog 6 Dog 7 Dog 8 Dog 9	Dog 10 Dog 11 Dog 12

APPENDIX 7: JUDGING COMPENSATION FORMULA – DOG OF THE YEAR AWARD AND SELECTION OF STATE REPRESENTATIVES

- A. Basic Dog of the Year points awarded based on the number of actual top five placings during the year.
- B. Average Dog of the Year points based on total points at (A), divided by the number of trials the competitor has attended during that year.
- C. Number of open trials judged by the handler.
- D. Average points multiplied by (C)
- E. Final points based on averaging due to judging commitments

Example based on 14 Open, unrestricted trials:

	A	B	C	D	E
Dog 1	15	1.07	2	2.14	17.14
Dog 2	14	1.00	1	1.00	15.00
Dog 3	11	0.78	4	3.14	14.14
Dog 4	10	0.71	2	1.42	11.42
Dog 5	15	1.07	3	3.21	18.21

APPENDIX 8: SAFETY AND RISK MANAGEMENT POLICY

The activities of the South Australian Working Sheepdog Association Incorporated shall be carried out in a manner which will promote the safety and well-being of its members, volunteers, competitors, spectators and the community. Safety is the responsibility of all persons involved in these activities.

To facilitate this, the Association will:

- a) provide and maintain safe work areas and equipment
- b) provide the information, instruction and supervision required to ensure the safety of all participants
- c) require all participants to adhere to all safety regulations and codes of practice
- d) develop and maintain emergency procedures which will, in the event of an incident, minimise harmful effects
- e) require all participants to accept that safe work practice is the responsibility of every person taking part in any of the Association's activities.

Members, competitors and volunteers are required to co-operate with the Association in its efforts to promote and maintain a safe working environment.

RISK ASSESSMENT

A risk assessment process, taking in to account the site, activities and the people likely to be involved, will be carried out prior to undertaking any activity. Hazards will be identified and risk control measures explained to all participants.

SAWSDA will, wherever practical, implement measures to eliminate risks. If this is not possible, then the Association will plan to minimise the likelihood of the risk occurring, as well as the level of consequence should the risk occur.

The following risks are not specific to any particular event or activity, but need to be considered by participants at all times:

Use of vehicles

- ◆ drive in a manner that ensures all occupants are safe and feel safe
- ◆ comply with all State road laws
- ◆ maintain conditions which optimise the comfort and concentration of the driver

Manual handling

- ◆ reduce the amount of manual handling by planning and/or restructuring the task, using mechanical aids and working as a team
- ◆ avoid repetitive actions by minimising time spent doing any one task and task rotation amongst participants and volunteers

Extreme weather conditions

Heat:

- ♦ SAWSDA has implemented a hot weather policy (refer Trial Rules and Guidelines, Section 15 Hot Weather Policy)
- ♦ take advantage of shaded areas
- ♦ maintain hydration
- ♦ encourage the use of sunscreen, hats, sunglasses and protective clothing
- ♦ rotate tasks to avoid prolonged exposure

Cold:

- ♦ provide shelter
- ♦ encourage the use of protective clothing
- ♦ rotate tasks to avoid prolonged exposure

Electrical storms:

- ♦ cease activity
- ♦ provide shelter

Working with livestock

- ♦ be aware of appropriate animal handling techniques
- ♦ be alert to the unpredictable behaviour of animals
- ♦ wear appropriate protective clothing and boots and maintain personal hygiene
- ♦ SAWSDA has adopted a Standard Procedure for the handling, loading and releasing of sheep at any South Australian Working Sheepdog Association Sheepdog event

Providing and preparing food

- ♦ use appropriate, clean utensils
- ♦ clean and protect all food stuffs
- ♦ adequately store food
- ♦ wear appropriate protective clothing when preparing food and maintain personal hygiene

Pre-existing medical conditions

Members, volunteers and competitors are encouraged to inform someone at the event, confidentially, of any pre-existing medical conditions which may affect their participation in any activities. This information will only be used for the purpose of safely and discreetly managing the condition should it be necessary.

BULLYING AND HARASSMENT

Everyone is entitled to a positive environment, free from intimidation, ridicule and harassment. Every person has a responsibility to maintain that environment. Refer to the SAWSDA Code of Conduct (General Regulations, Section 1).

FIRST AID

The Association and Affiliated Clubs will ensure a first aid kit suitable for people and a first aid kit suitable for animals is available at all events.

Any members or volunteers with either first aid kits or first aid qualifications will be identified and their details available at the Timekeepers' table.

COVID-19 RESTRICTIONS

All events will abide by the current COVID-19 restrictions and protocols, available on the SA Health website: www.sahealth@sa.gov.au

Any members or volunteers with COVID marshal qualifications will be identified and their details available at the Timekeepers' table.

EMERGENCY RESPONSE PLANNING

Consideration will be given to reasonable foreseeable emergencies so that appropriate response plans are developed. Strategies will be in place for getting assistance and evacuating members to a safer location.

EMERGENCY SERVICES – AMBULANCE, FIRE OR POLICE – 000

EMERGENCY SERVICES USING A MOBILE – 112

NON EMERGENCY – SA POLICE – 131 444

IMPLEMENTING THIS POLICY

This policy is to be enforced by the organising committee of each trial or event.

A Safety Officer will be nominated for each trial or event and they will be responsible for completing any safety requirements.

Competitors will be advised of possible risks and their responsibilities before the trial begins.

A first aid kit will be available and persons trained in first aid will be identified.

Check lists will be made available for reference throughout the event.

Payment of membership or by a competitor for entry into a competition, is an indication of their acceptance of this policy.

ALTERATION OF SAFETY AND RISK MANAGEMENT POLICY

This Safety and Risk Management policy shall not be altered or added to unless notice of the proposed alteration or addition shall have been given to the Secretary and by them to each member of the Council in writing at least fourteen (14) days prior to the Council meeting at which the motion is to be considered.



The South Australian Working Sheepdog Association Incorporated Event Checklist

Name of event:	Location:
Start date:	End date:
Name of person completing check list:	Contact number:

Hazard identification and risk management - health and safety is the responsibility of all persons involved in the activities of this event.

Extreme weather conditions

*In **hot** conditions implement SAWSDA's Hot Weather Policy; maintain hydration; take advantage of, or create shade; encourage the use of sunscreen, hats, sunglasses and protective clothing; rotate tasks to avoid prolonged exposure.*

*In **cold** conditions, provide shelter, encourage the use of protective clothing, rotate tasks to avoid prolonged exposure.*

*During **bushfire danger season** be aware of the threat, plan an escape route, ensure vehicles have enough fuel to evacuate the area safely.*

*If there is an **electrical storm**, cease activity and provide shelter.*

- Are there extreme weather conditions? Yes No
- In hot conditions, is shade available for the judge, all volunteers, sheep and dogs? Yes No
- Is water available for the dogs and sheep? Yes No

Comments:

- In cold conditions, is shelter available for the judge, all volunteers, sheep and dogs? Yes No

Comments:

- Is it a day of severe fire danger? Yes No
- Are all participants aware of a safe escape route? Yes No

Comments:

Other risks identified

- Are there any other obvious hazards eg. trip hazards, faulty equipment, droppers without caps, unpredictable behaviour of animals, snakes? Yes No
- Are all participants aware of these hazards? Yes No

Manual handling

- Are all volunteers prepared to rotate tasks, take regular breaks? Yes No

Comments:

First aid

- Is a first aid kit available and accessible? Yes No
- Are all participants aware a first aid kit is available? Yes No

Name of person/s with first aid qualifications:
Where is the nearest medical facility?

Insect borne diseases

- Are all participants aware of insect borne diseases and the need to wear protective clothing and insect repellent? Yes No

Further comments:

Please ensure this form is completed and handed to the Convener who will make this information available throughout the Trial.

APPENDIX 9: TRAINING DAY PARTICIPANTS APPLICATION FORM

MEMBERSHIP

Membership fees are due for payment from January 1 each year:

- Full membership - \$90
- Associate membership - \$35
- Family membership (two adults + children under 16 years of age) - \$160

Membership includes a component for public liability insurance.

CODE OF CONDUCT

1.1 A member or participant must treat all other participants, spectators and officials with respect, not engaging in any derogatory verbal or physical exchanges.

1.2 A member or participant must take adequate care to ensure that the health and well-being of all animals is the utmost priority at all times.

1.3 A member or participant must not engage in any action or dialogue which results in sexual harassment or discrimination.

1.4 A member or participant must conduct themselves in a fair and sportsman-like manner.

1.5 A member or participant is required to present themselves at events in a state of sobriety.

1.6 A member or participant shall wear appropriate clothing and footwear with regard to their personal safety, and taking into consideration insurance requirements, during all aspects of the event.

1.7 It is incumbent on all members and participants to take responsibility for their dogs' actions at all times.

1.8 Any member or participant who takes legal action against the Association, another member or club such as to negatively affect or go against the purposes of the Association, may have their membership rights revoked during that process.

WAIVER OF LIABILITY

I am aware that this training school is run voluntarily by members of the South Australian Working Sheepdog Association (SAWSDA) who will take all reasonable care to provide a safe training environment. All proceeds will go to SAWSDA.

I agree to follow the SAWSDA Code of Conduct and Safety and Wellbeing Policy and any directions of the event organiser and/or trainer/s.

I understand and acknowledge the dangers associated with working with dogs and livestock as they can act in a sudden and unpredictable way.

I voluntarily participate at my own risk and assume sole responsibility for any damage I, or my dog, may suffer or cause that arises from my participation.

I acknowledge that any misconduct or refusal by me to follow directions can result in the cancellation of my participation in the activities.

I have read and agree to this release of liability and assumption of risk agreement.

Please print:

Name:
Level of membership: Full <input type="checkbox"/> Associate <input type="checkbox"/>
Address:
Phone number:
Email:

Signed:
Date:

The South Australian Working Sheepdog Association endorses the *South Australian Standards and Guidelines for the Breeding and Trading of Companion Animals* (2017, Department for Environment, Water and Natural Resources)

Members are responsible for their compliance with State and Local government laws and regulations applying to the keeping, breeding and management of dogs.