

GERMAN SHEPHERD DOG CLUB OF VICTORIA Inc.

ABN 78 395 0290707 / REG. NO. A0018463W

Member of the German Shepherd Dog Council of Australia Inc.
and affiliated with the Victorian Canine Association Inc.



REGULATIONS, CODES, POLICIES & PROCEDURES

To be read in conjunction with GSDCV Inc. "Statement of Purposes" and "Rules" (Constitution)

Contents

1.	PART 1 - GENERAL.....	3
1.1.	PREAMBLE	3
1.2.	DEFINITIONS	3
2.	PART 2 - MEMBERSHIP	4
2.1.	NEW MEMBERSHIP APPLICATION	4
2.2.	PENSIONER DISCOUNT	4
2.3.	RENEWAL OF MEMBERSHIP	4
2.4.	CESSATION OF MEMBERSHIP	5
3.	PART 3 - CODE OF PRACTICE.....	5
3.1.	CODE OF PRACTICE - ETHICS.....	5
3.2.	CODE OF PRACTICE – BREEDING	5
3.3.	CODE OF PRACTICE – GENERAL	6
3.4.	CODE OF PRACTICE - GSDCV INSTRUCTORS	6
4.	PART 4 REGULATIONS – GRIEVANCE PROCEDURES	7
4.1.	INTRODUCTION.....	7
4.2.	GENERAL	7
4.3.	DISPUTE RESOLUTION	8
4.4.	GRIEVANCE PANEL.....	9
4.5.	FUNCTIONS OF THE GRIEVANCE PANEL	9
4.6.	APPEALS HEARING	11
4.7.	PENALTIES.....	12
5.	PART 5 - GSDCV POLICIES	13
5.1.	GSDCV PUPPY LISTINGS SERVICE	13
6.	PART 6 – USE OF TECHNOLOGY FOR CONDUCTING MEETINGS.....	14
6.1.	REQUIRMENTS.....	14
6.2.	RECORDING OF MEETINGS	15
6.3.	TECHNOLOGY USED	15
6.4.	MEETING MANAGEMENT	15

1. PART 1 - GENERAL

1.1. PREAMBLE

- 1.1.1 The power for Management Committee to make Regulations and to amend or repeal the same is set down in Rule 3.1 (a).
- 1.1.2 These Regulations must be read in conjunction with the GSDCV Inc. "Statement of Purposes" and "Rules" (Constitution), which take precedence.

1.2. DEFINITIONS

All definitions in this document shall have the meanings given under this section, or as defined in the GSDCV "Statement of Purposes" and "Rules" (Constitution).

"**Appeal**" means the process for an accused to contest the outcome of a Discipline process.

"**Breed Survey**" means the GSDCA Breed Survey Scheme.

"**Discipline**" means penalties imposed by the Disciplinary Sub-Committee in the case of a proven case.

"**Grievance**" means any written complaint made by a Club member or member of the public against a member of the GSDCV, or the GSDCV.

"**Grievance Panel**" means a group of members formed to investigate a formal complaint.

"**Inspection Panel**" means the group of persons appointed by the GSDCV Management Committee for the purpose of inspecting Breeders' kennels as may be required in accordance with Regulation 3.1.2.

"**Investigation**" means the process for determining if there is a case to answer for alleged misconduct or breach of the Rules, Regulations or Codes.

"**Mediation**" means the process for dealing with a complaint advising of a dispute.

"**Mediator**" means a person appointed in accordance with these Regulations to endeavour to obtain resolution of a complaint (or dispute) lodged in accordance with these Regulations.

"**Planned Parenthood**" means the facility for GSDCV members to give notice of planned matings and expected whelping date in accordance with clause 3.1.3.1. of the Regulations.

"**Presenter of Evidence**" means the Chairperson of the referring Investigations Sub-Committee – as specified in Regulation 5.6.1

"**Puppy Listings**" means the official GSDCV public record of German Shepherd Dog puppies available for purchase, that comply with the GSDCV Breeding Guidelines.

"**Tattooist**" means a person appointed to place an identifying tattoo in the ear of puppies bred in accordance with the GSDCV and GSDCA schemes and codes.

2. PART 2 - MEMBERSHIP

2.1. NEW MEMBERSHIP APPLICATION

- 2.1.1 Upon receipt of an Application for Membership in accordance with Rule 2.2 such persons shall be granted probationary membership, for the period until the application is considered by the Management Committee.
- 2.1.2 Such members will be issued with a Temporary Badge, by the Training Branch where they lodged their application.
- 2.1.3 During this probationary period the Member shall only be entitled to privileges of membership provided for in Rule 2.9 (a) (i) and (vii).

2.2. PENSIONER DISCOUNT

- 2.2.1 The GSDCV Management Committee may provide a Membership Fee discount to Pensioners, within the prescribed fees.
- 2.2.2 To be eligible to apply for a Pensioner Discount, a person must be the holder of a current "Aged Pension Card", "Veterans Affairs Pension Card" or a "Disability Pension Card".
- 2.2.3 Application for membership shall be in accordance with Rules 2.2 and subject to Rule 2.3, and must record the Pensioner Number on the Application Form.
- 2.2.4 The Pensioner discount shall apply to the Ordinary Membership categories of Single Membership, and Household Membership, and shall be in accordance with Rules 2.1(a).
- 2.2.5 Members who are eligible for Pensioner Discount shall be entitled to full privileges of membership provided for in Rules 2.9 (a).

2.3. RENEWAL OF MEMBERSHIP

- 2.3.1 Renewal Applications made prior to the last business day of the current financial year of the GSDCV.
 - a) A Member shall be automatically re-admitted by the Management Committee for a further period of membership, provided that the Application for Membership Renewal is made in accordance with Rule 2.4 and 2.5,
- 2.3.2 Renewal Applications made after the last business day of the current financial year of the GSDCV.
 - a) Provided that the Member applies for Renewal of Membership within the following 12 month period, the Member shall be automatically re-admitted by the Management Committee for the remainder of that period of membership, provided that the Application for Membership Renewal is made in accordance with Rule 2.4, and the full annual Subscription for that year is paid. There shall be no additional Joining Fee charged,
 - b) Those members who had not renewed their membership by the 31st December will not receive the February Shepherd News, or subsequent copies or any other magazines until after their Renewal Application has been received.
 - c) The member will not have any of the privileges, as detailed in Rule 2.9(a) during the non-renewed period.

2.4. CESSATION OF MEMBERSHIP

- 2.4.1 In accordance with Rule 2.7(f) all members of a Household Membership shall cease to be a member of the GSDCV if any of its constituent members become subject to the provisions of Rule 2.7 (a), (b), (d) or (e).
- 2.4.2 Those constituent members who are not subject to the provisions of Rule 2.7 (b) or (e) may apply to the Management Committee for re-admission to the GSDCV.

3. PART 3 - CODE OF PRACTICE

3.1. CODE OF PRACTICE - ETHICS

- 3.1.1 A member shall not knowingly or recklessly misrepresent the German Shepherd Dog Club of Victoria Inc.
- 3.1.2 A member shall not engage in any behaviour that is contrary to the standards accepted by the community.
- 3.1.3 A member shall display good sportsmanship and conduct at all times so as to reflect credit upon themselves, and the German Shepherd Dog Club of Victoria Inc.
- 3.1.4 Members shall constantly strive to improve their knowledge of the German Shepherd Dog, and their knowledge of the requirements for the care, welfare and betterment of dogs.
- 3.1.5 Members shall ensure that all dogs under their control are properly controlled, housed, fed, watered, exercised and receive veterinary care as required.
- 3.1.6 Members shall ensure that they comply with the Victorian Government “Domestic Animal Act” in relation to the care and well-being of any dogs owned by them.
- 3.1.7 A member shall positively enhance the reputation of dog breeders and owners by ensuring that dogs owned by the member are not a danger or nuisance to the community.
- 3.1.8 A member shall not participate in nor support any activity that involves cruelty or damage to animals, excluding legal hunting activities.
- 3.1.9 A member shall not dispose of dogs owned or bred by them to a pound or animal refuge.
- 3.1.10 A member shall ensure that all dogs and/or puppies sold or disposed of by that member are in the best possible state of health. Where a dog and/or puppy with a known health issue or disability is disposed of, the member must obtain from the recipient written and signed acknowledgement of the condition of the dog.

3.2. CODE OF PRACTICE – BREEDING

- 3.2.1 All breeders of pure-bred German Shepherd Dogs must be a member of the Victorian Canine Association Inc. (Dogs Victoria), and therefore must comply with the VCA Code of Practice for breeding – which can be found on the VCA website.
- 3.2.2 The GSDCV strongly recommends that all members who are breeders of German Shepherd Dogs support and comply with the “GSDCV Breeding Guidelines” (as listed below). This includes actively supporting the GSDCA Breed Improvement

Schemes.

3.2.3 GSDCV Breeding Guidelines

- a) The Stud Dog must have successfully passed the GSDCA Breed Survey Scheme, prior to mating.
- b) The Brood Bitch must have successfully passed the GSDCA Breed Survey Scheme, prior to mating.
- c) A bitch may not be bred from more than twice in each period of 18 months.
- d) Puppies shall be a minimum of 8 weeks of age prior to leaving the breeder, and must be microchipped, and may also be tattooed by a recognised GSDCV Tattooist.
- e) Breeders must ensure that all puppies are dewormed and immunised at least 10 days prior to leaving the breeder.
- f) Puppies must be in a clean and healthy condition, and kennels should be in a clean condition.
- g) Information on general care, diet, worming and immunisation must be given on receipt of payment from the buyer, and where possible the pedigree form, and signed transfer form – or as soon as practicable, which shall be no later than 6 weeks after sale.
- h) It is recommended that the following be supplied to the puppy purchaser by the breeder.
 - GSDCV booklets and/or education units,
 - GSDCV Puppy Training Vouchers

3.3. CODE OF PRACTICE – GENERAL

- 3.3.1 A member who provides or makes available a dog for use in a film, advertisement, promotion, or any media or public display must ensure that:
- a) The dog is portrayed in a manner consistent with its breed characteristics and temperament as described in the Standard for that breed; and
 - b) The dog is presented in a manner that is unlikely to create a negative reaction to dogs generally or that breed in particular and that if there is any likelihood of a negative impression, this is at the same time corrected through the development of a story line that presents the dog or breed in a balanced manner.
- 3.3.2 A member shall not indulge in false or misleading advertising relating to the conformation, characteristics or performance of that member's dog.
- 3.3.3 A member shall not misrepresent nor malign the conformation, characteristics or performance of another member's dog.

3.4. CODE OF PRACTICE - GSDCV INSTRUCTORS

The Instructors are representatives of the GSDCV, and as such anything an instructor says and/or does should reflect the policies of the GSDCV.

- The GSDCV Instructors must:
- Be financial members of the GSDCV to instruct a class,
- Abide by the Rules and Regulations of the GSDCV,
- Have considerable knowledge of the German Shepherd Dog,

- Conduct themselves in a professional and courteous manner,
- Be ethical and respect other people's opinions.

4. PART 4 REGULATIONS – GRIEVANCE PROCEDURES

4.1. INTRODUCTION

- 4.1.1 These Regulations are made pursuant to Rules 2.15 to 2.27 of the Rules of the GSDCV.
- 4.1.2 Any person may make a written complaint against a member of the GSDCV, or the GSDCV:
- a) advising of a dispute, (refer Regulation 4.3) and / or;
 - b) alleging misconduct or breach of the Rules, Regulations or Codes (refer Regulation 4.4).
- 4.1.3 Any such complaint must only be tabled during an In-Camera session of the Management Committee.
- 4.1.4 Any complaint advising of a dispute shall be referred for mediation, and any complaint alleging misconduct or breach of the Rules, Regulations or Codes shall be referred directly to a Grievance Panel.
- 4.1.5 When lodging a written complaint, written approval from the complainant to the release of a copy of the complaint to the accused, and appropriate witnesses who may be parties to subsequent hearings, and the members of the Grievance Panel, shall be provided. In the absence of written approval the Secretary shall return the complaint to the complainant and advise of the requirements of this Regulation.
- 4.1.6 A fee of \$250 shall be required with any complaint lodged. In situations of demonstrable financial hardship the fee may be waived by the majority decision of the President, Vice President and Secretary. Where a fee is required and not received the Secretary shall return the complaint to the complainant and advise of the requirements of this Regulation.
- 4.1.7 Where the matter is referred to mediation and the complaint is successfully resolved, the fee will be refunded in full to the complainant.
- 4.1.8 Where the matter is referred to a Grievance Panel and the Grievance Panel determines that the complaint has been proven, the fee will be refunded in full.
- 4.1.9 If the requirements of Regulations 4.1.5 and 4.1.6 are not complied with the matter will not proceed.
- 4.1.10 The Grievance process must be completed as expeditiously as practicable.

4.2. GENERAL

- 4.2.1 No person shall make a frivolous or vexatious complaint.
- 4.2.2 Any action taken by any person intended to pre-empt or circumvent the outcome of any Mediation, Grievance proceedings or Appeal hearing shall constitute a breach of these regulations and may be the subject of disciplinary proceedings.
- 4.2.3 Any attempt by any person outside of an official hearing to influence the attitude of any involved witness, member of the Grievance Panel, or Management Committee shall constitute a breach of these regulations and may be the subject of disciplinary

proceedings.

- 4.2.4 In accordance with Rule 5.16(g) the Management Committee delegates power to the Secretary, the Mediator, and the Grievance Panel to act in accordance with these Regulations.
- 4.2.5 In the event that the Secretary is unable or unwilling to act, or is a party to the complaint:
- a) the President shall be responsible; or
 - b) in the event the President is also unable or unwilling to act, or also a party to the complaint, the Management Committee shall appoint another member of the Management Committee to coordinate the Grievance Procedure in this instance.
- 4.2.6 All parties privy to the matter shall keep confidential the names of all parties involved and the details of the matter.
- 4.2.7 Any correspondence relating to the matter can only be listed, tabled, and discussed:
- a) at Management Committee during an In-Camera session, and/or
 - b) at any Grievance and/or Appeal proceedings if deemed appropriate.
- 4.2.8 Material relating to written complaints shall only be provided or shown to the people directly involved, members of the Grievance Panel, and the Secretary.
- 4.2.9 It shall be the responsibility of the Chairperson of the appointed Grievance Panel to coordinate all aspects of the Grievance procedure and report to the Management Committee on the current status of all outstanding complaints. Such report must only be presented during an In-Camera session of the Management Committee.
- 4.2.10 In the event that the Chairperson is unable or unwilling to act, the Grievance Panel shall elect a replacement Chair.
- 4.2.11 Where a member the subject of a Grievance Panel proceeding fails, without reasonable excuse, to attend an inquiry, investigation or hearing authorised by the Rules or Regulations, the matter may proceed in their absence.

4.3. DISPUTE RESOLUTION

- 4.3.1 Any dispute shall be handled by mediation pursuant to Rule 2.16.

Procedure for Mediation

- 4.3.2 The Secretary shall, after receiving written approval in accordance with Regulation 4.1.5 and 4.1.6 forward a copy of the complaint and any relevant documentation to the accused and advise that the matter will be dealt with by mediation in accordance with Rule 2.16 a).
- 4.3.3 If required a Mediator shall be appointed in accordance with Rule 2.16 b)
- 4.3.4 If the mediation process is successful, the Mediator shall within 7 days of the mediation forward the terms of settlement in writing to the Secretary so that the parties can be officially notified, and the mediation process will end there.
- 4.3.5 If the mediation is unsuccessful, the Mediator shall within 7 days of the mediation advise the Secretary to that effect, who will confirm in writing the outcome of the mediation to each party within 7 days of receiving the results.
- a) Either party, or a majority decision of the President, Vice President and Secretary may refer the matter to the Management Committee requesting the establishment of a formal Grievance Panel. If no such request is received by

the Secretary within 7 days of the letter as per 4.3.5, the matter shall lapse.

- 4.3.6 The Secretary shall keep a file on all complaints that have been referred for mediation. Such file shall contain a complete record of all proceedings.

4.4. GRIEVANCE PANEL

Appointment of a Grievance Panel

- 4.4.1 Following receipt of a written complaint, the Management Committee will conduct an In-Camera Session to appoint a Grievance Panel from the members of the Management Committee.
- 4.4.2 Where possible a minimum of five (5) Panel members be appointed, being a minimum of 2 Executive members and a minimum of 2 Branch Managers.
- 4.4.3 The minimum credentials for members of the Grievance Panel shall be that they:
- a) must be a current member of the GSDCV Management Committee,
 - b) must not have been found guilty of an offence under the disciplinary proceedings in the last 5 years.
 - c) Must not be a member of the branch from which the complainant or defendant is a member.
- 4.4.4 The Grievance Panel shall elect their own Chairperson.
- 4.4.5 If any member of the Grievance Panel believes their involvement may be prejudicial to the outcome they must immediately declare themselves ineligible.
- 4.4.6 In the event that one member of the Grievance Panel becomes unavailable after the commencement of proceedings, the remaining members may continue the investigation or may request the appointment of another member by the Management Committee, which shall be done at a subsequent In-camera session.

4.5. FUNCTIONS OF THE GRIEVANCE PANEL

- 4.5.1 The purpose of the Grievance Panel shall be to determine whether or not the complaint is proven, what if any penalties to apply on proven charges and whether or not the matter is frivolous and/or vexatious.
- 4.5.2 the Grievance panel shall provide a determination within 90 days of the panel being formed.

The Investigation Process

- 4.5.3 The Grievance Panel shall receive from the Secretary a file, which shall contain copies of:
- a) the letter of complaint,
 - b) the Incident Report (if available),
 - c) the response from the accused,
 - d) any correspondence from witnesses and/or other relevant parties,
 - e) but shall not contain any material or references from the mediation process.
- 4.5.4 The Secretary shall forward a copy of the complaint and any relevant documentation to the accused, and advise that the matter will be dealt with by a Grievance Panel in accordance with Regulation 4.4.
- 4.5.5 The Grievance Panel shall then:
- a) Carry out a detailed investigation which may include

interviews/correspondence with the complainant, the alleged offender and any potential witnesses;

- b) Where appropriate direct members to attend at a specified time and place for the purposes of interview.
- c) The member/s under investigation must be provided the opportunity to present a defence and to explain their conduct
- d) Determine whether a charge or charges should be laid against the member/s under investigation,

4.5.6 In the event of a case not being proven the Grievance Panel shall prepare a report for the Secretary detailing

- a) The investigation process,
- b) the conclusions and reasons therefore.

The Secretary shall table the report at the next Management Committee in-camera meeting.

After which the Secretary shall give written advice to the parties that no further action will be taken.

4.5.7 If the Grievance Panel finds there is a case to answer from the complaint the Grievance Panel shall:

- a) Determine the charges,
- b) Pass separate determinations for each charge, and may impose one or more of the penalties provided for in the Regulations, and determine whether the penalties run concurrently, having regard to previous offences or penalties and any other matter which they deem relevant in order to determine the appropriate penalty for that charge.
- c) Prepare a report for the Secretary, detailing:
 - (i) Full particulars of the charge/s;
 - (ii) The alleged incident(s), including date, time and place at which the incident is alleged to have taken place, and
 - (iii) The findings of the Grievance Panel;
 - (iv) Full particulars of the charge/s proven, and
 - (v) The relevant Rule/s, Regulation/s, Codes of Ethics and/or Codes of Practice that have been breached, and also state how each of these Rule/s, Regulation/s, Codes have been breached.
 - (vi) The penalties imposed and the consequences of those penalties.
- d) The Secretary will table the report at the next in-camera Management Committee meeting.
- e) The Secretary shall give the accused written confirmation of the findings of the Grievance Panel within 14 days of that in-camera meeting of the Management Committee. This advice shall include:
 - (i) The findings of the Grievance Panel;
 - (ii) Full particulars of the charge/s proven, and
 - (iii) The relevant Rule/s, Regulation/s, Codes of Ethics and/or Codes of Practice that have been breached, and also state how each of these

Rule/s, Regulation/s, Codes have been breached.

- (iv) penalties imposed and the consequences of those penalties; and
- (v) the person's right of appeal, and the grounds of appeal (Regulations 4.6.1 to 4.6.3)

- 4.5.8 Where no appeal is lodged the penalty will take effect 10 days from the date of mailing of the written confirmation of the findings of the Grievance Panel.
- 4.5.9 Where an appeal is lodged the appellant will be granted a deferment of penalty until such appeal is heard.

4.6. APPEALS HEARING

Grounds of Appeal

- 4.6.1 Any member found guilty of a charge by a decision of a Grievance Panel may, within 7 days of receiving notice of such finding, give notice of appeal against such finding and/or penalty imposed, or part thereof.
- 4.6.2 An appeal may only be made citing:
 - a) incorrect procedure by the Grievance Panel, and/or
 - b) new evidence, and/or
 - c) the penalty or penalties imposed.
- 4.6.3 Such notice of appeal shall be in writing to the Secretary of the GSDCV and shall state the precise grounds of appeal.

Appeals Procedure

- 4.6.4 If the Secretary receives a notice in accordance with Regulation 4.6.3, he or she must notify the members of the Management Committee and they must convene a Special General Meeting of the members of the GSDCV within 120 days from the date on which the Secretary received the notice of appeal.
- 4.6.5 The Secretary shall acknowledge receipt of the appeal and forward a copy of the Appeal procedure to the appellant.
- 4.6.6 A Special General Meeting shall be called for the purpose of hearing an appeal against the findings of the Grievance Panel on the grounds as specified in Regulation 4.6.2.
- 4.6.7 The Notice of meeting shall contain:
 - a) the particulars of the charge/s proven,
 - b) the penalty imposed,
 - c) the fact that an appeal has been lodged, and the precise grounds of appeal,
 - d) that the Special General Meeting shall be held in accordance with Rule 2.18.
- 4.6.8 At a Special General Meeting of the GSDCV convened under Regulation 4.6.4:
 - a) The President of the GSDCV shall preside at the meeting, however:
 - b) In the event that the President is unable or unwilling to act, was a member of the Grievance Panel or is a party to the complaint,
 - c) the Vice President shall be responsible to preside at the meeting; or
 - d) in the event the Vice President is also unable or unwilling to act, or also a party to the complaint, the Management Committee shall appoint another member of the GSDCV Management Committee who did not sit on the

Grievance Panel to preside at the meeting in this instance.

- e) no business other than the question of the appeal may be conducted.
- 4.6.9 The Chairperson shall outline the procedures to be followed.
- 4.6.10 The Chairperson shall advise the appellant that all evidence to be presented must be directly relevant to the basis upon which the appeal was sought.
- 4.6.11 The Chairperson shall invite the appellant to present their case.
- 4.6.12 The appellant shall present evidence relevant to the appeal.
- 4.6.13 The Chairperson of the meeting shall invite the Chairperson of the Grievance Panel to place before the meeting details of the Grievance Panel findings relevant to the appeal, and may be questioned by the appellant.
- 4.6.14 At the conclusion of all evidence, the Chairperson shall call for appointment of a returning officer and a scrutineer representing the appellant and shall then implement a secret ballot, which shall then determine the appeal, in accordance with Rule 2.18
- 4.6.15 In the event of an appeal on the grounds of incorrect procedure,
- a) if the appeal is upheld by a majority vote the decision shall be set aside and referred to a newly formed Grievance Panel, made up of those who did not sit on the Grievance Panel, for re-hearing;
 - b) if the appeal is not upheld the decision of the Grievance Panel shall stand.
- 4.6.16 In the event of an appeal against penalty or penalties imposed, the members may confirm or vary the penalty/s imposed and ballot papers shall be designed so as to enable members to clearly express their views.
- 4.6.17 In the event of an appeal on the grounds of new evidence,
- a) if the appeal is upheld and the new evidence is sufficient in the opinion of the members, following the conduct of a secret ballot, to warrant the charge/s being withdrawn, the Chairperson shall declare the charge/s withdrawn.
 - b) if the appeal is not upheld the decision of the Grievance Panel shall stand.
- 4.6.18 After the result of the ballot has been determined the Chairperson shall advise the appellant, and the meeting, of the result.
- 4.6.19 The Secretary shall formally convey the result of the appeal in writing to the Appellant within 14 days of the appeal hearing.
- 4.6.20 The decision of the Special General Meeting shall be final and binding on all parties.

4.7. PENALTIES

- 4.7.1 The Grievance Panel or the members present at the Special General Meeting called to hear the Appeal in acting under these Regulations has power to impose any one or more of the following penalties as appropriate to the offence:
- a) To restrict all or any membership privileges.
 - b) To impose a fine payable within a time fixed by the Grievance Panel or Special General Meeting as prescribed in the Associations Incorporation

- Regulations, and any subsequent amendments or re-enactments.
- c) To suspend or expel from membership.
 - d) To suspend or expel any official from their position held within the GSDCV.
 - e) To disqualify or suspend from exhibition at any GSDCV run event any dogs registered in the name of or owned or part owned or leased or part leased by that member.
- 4.7.2 Management Committee may advise other member bodies of the GSDCA, and/or the VCA of any action taken against a member under these Regulations.
- 4.7.3 Any member of the GSDCV suspended or disqualified, or any person who becomes ineligible in accordance with the provisions of the Rules and Regulations of the GSDCV, shall not be entitled to the return of any portion of that member's annual subscription or any other fees.

5. PART 5 - GSDCV POLICIES

5.1. GSDCV PUPPY LISTINGS SERVICE

5.1.1 Requirements of the Breeder

- a) The GSDCV offers a "Puppy Listing" service to breeders of pedigree German Shepherd Dogs, that are members of the GSDCV, provided:
- b) The breeder is a current financial member of the GSDCV,
- c) The litter complies with the GSDCV Breeding Guidelines (refer 3.2.3)
- d) Any litter/s bred by the Breeder in the last 12 months prior to the whelping date of this litter, have all complied with the GSDCV Breeding Guidelines (refer 3.2.3)
- e) The breeder agrees to comply with the Puppy Listings Guidelines (as listed below in 5.1.2)

5.1.2 Puppy Listings Guidelines

a) Kennel Inspection

- (i) The breeder must agree to their kennels being inspected by a panel, of no less than two, authorised by the Management Committee, if necessary, in accordance with clause 5.1.2.a.
 - The Kennel Inspection will only be undertaken as a result of a written complaint of which a copy is provided to the breeder.
 - The inspection will be undertaken at a time mutually agreed between the breeder and the panel,
- (ii) If the inspection panel considers the complaint to be justified:
 - the current litter will be immediately removed from Puppy Listings,
 - and if the current litter is already sold, the NEXT eligible litter will not be accepted on Puppy Listings,
 - the Inspection Panel may refer the matter for further Disciplinary action.
- (iii) Any Appeals against the results of an inspection can be directed to

Management Committee.

- b) **Planned Parenthood**
 - (i) Planned litters can be placed on “Planned Parenthood” after the mating.
 - (ii) Breeders must be willing to comply with all requirements of Puppy Listings, once the puppies are born.
 - (iii) The Breeder shall list the litter on Puppy Listings once they are born.
 - (iv) The details of the mating and expected whelping date will be listed in the next available Shepherd News.
- c) **Eligibility period for litters on Puppy Listings**
- d) Initial listing is for 4 weeks, or when puppies are 8 weeks old, whichever is the later.

Breeders are requested to advise Puppy Listings as soon as all puppies are sold.
- e) The litter is automatically removed after this 4 week period, however if the breeder informs Puppy Listings they are not all sold they will be re-listed for a further 2 weeks, and subsequent 2 week periods until sold.

NOTE! The breeder must request each extension.
- f) **Eligibility of “older” puppies/dogs**
 - (i) Individual puppies/dogs can be listed for sale via Puppy Listings, provided the litter they came from complied with the GSDCV Breeding Guidelines - (refer 3.3)
 - (ii) Individual puppies/dogs can be listed as “FREE to a Good Home”, provided the owner is a member of the GSDCV.
 - (iii) In both 5.1.2.f (i) and 5.1.2 f (ii), the owner must sign an undertaking that “To the best of my knowledge this animal has sound temperament and no known restrictive health defects.”
- g) **Complaints**
 - (i) Should any member knowingly provide misleading information on the Litter Application Form, this will be investigated by the Breed Affairs Administrator who may refer it to the Management Committee for further action.
 - (ii) Any complaints from the public relating to the Puppy Listing service should be directed to the Breed Affairs Administrator.

6. PART 6 – USE OF TECHNOLOGY FOR CONDUCTING MEETINGS

6.1. REQUIRMENTS

- (a) The conduct of GSDCV meetings shall be in accordance with Part V, Part VIII, Part IX, Part X and Part XI of the GSDCV Constitution.
- (b) The use of technology such as video conferencing or such is expressly forbidden in the conduct of Special General Meetings or Annual General Meetings of any committee of the GSDCV.
- (c) Technology Meeting: A meeting of a committee of the GSDCV where members of said committee take part in the meeting via the use of video conferencing technology.
- (d) No meeting of the GSDCV shall be conducted using a combination of technology and physical persons being present.

6.2. RECORDING OF MEETINGS

(a) Meetings of the GSDCV conducted with the use of technology shall be recorded by the Secretary of the meeting for the purpose of preparing the meeting minutes. The recording will be held for a period of 2 months after the minutes of the meeting have been sent to the members of the committee, then deleted.

6.3. TECHNOLOGY USED

(a) Branches of the GSDCV shall be responsible for their own software licence and associated costs relating to the use of the required technology.

6.4. MEETING MANAGEMENT

(a) Visitors to meetings held using technology will be allowed and shall remain on mute unless expressly invited to speak by the Chair of the meeting.