

BRITISH COLUMBIA LABRADOR RETRIEVER CLUB (1995)
SOCIETY ("BCLRC" OR "CLUB")

POLICIES

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1. Purpose of Policies

- 1.1. These policies are designed to provide a framework to simplify the administrative tasks by summarizing in one place the decisions made by the members regarding the running of the affairs of the Club. They are also designed to clarify items contained in the Club's bylaws.
- 1.2. They may be adopted or changed by the approval of 75% of the members in good standing present at the Annual General Meeting or a Special General Meeting dealing with these policies.

2. Operation

- 2.1. The Club's area operation shall be limited to the Province of British Columbia.
- 2.2. The Club shall be a member in good standing with the Canadian Kennel Club ("CKC").
- 2.3. The Club may also be a member of other organizations as agreed to by the BCLRC members from time to time.

3. Membership

- 3.1. The membership in the Club shall be based on the calendar year.
- 3.2. Any person residing in the Province of British Columbia and who owns a purebred Labrador Retriever with a CKC recognized registration might apply for membership.
- 3.3. Other persons not meeting the requirement of 3. 2 may apply for membership subject to the restriction contained in 3. 9.
- 3.4. Any applicant for membership who is rejected for membership by the Club will be provided with a written explanation for their rejection.
- 3.5. The Secretary is to provide any membership applicant with copies of BCLRC's constitution, bylaws, policies and codes of ethics.
- 3.6. The Club promotes its purpose by holding a number of events and relies on the volunteer efforts of all of its members to organize and run such events. Therefore, every member is expected to provide a positive annual contribution in the form of volunteering time and effort in the endeavors of BCLRC. This can take on many forms but it must be related to the activities of the Club (e.g. assisting officers, directors or committee chairs in their duties).
- 3.7. According to BCLRC bylaws, the Secretary is to maintain the register of members. Therefore, the Membership Chair who usually prepares and updates the register as required must send a copy of the updated register to the Secretary. For greater clarity the membership register should contain the following information for each member:
 - 3.7.1. First and last names
 - 3.7.2. Mailing address
 - 3.7.3. Phone number(s)
 - 3.7.4. Email address (if applicable)
 - 3.7.5. Number of Labrador Retrievers owned

3.7.6. CKC membership number (if applicable)

3.7.7. Kennel name and tattoo (if applicable)

3.7.8. Areas of interest and of volunteer activities

3.8. A member may request to receive a current copy of the membership list from the Secretary.

3.9. No fewer than 70% of members are to own one or more Labrador Retrievers as required by the Canadian Kennel Club's policy B.1 (2) for breed specific clubs and are to be resident of British Columbia. The Secretary is to advise the BCLRC's officers when the number of members not meeting these requirements exceeds 25% of the total membership prior to the admission of any new member.

4. Voting

4.1. As described in Part 1 – 1 a. of the bylaws, a single member who is 18 years or older is entitled to a single vote.

4.2. As described in Part 1 – 1 b. of the bylaws, a family membership entitles a maximum of two adults, who are identified as members under this family designation, to a single vote each.

4.3. The election of the officers of the Club is by secret ballot. All other elections or resolutions are voted on by a show of hands unless a quarter of the members present request the voting to be by secret ballot.

5. Officers and Directors

5.1. Nominations and Elections

5.1.1. An Officer must be a member in good standing of the CKC and the BCLRC, a resident of British Columbia and own or intend to own a Labrador Retriever and shall be elected annually at the Annual General Meeting of the society by secret ballot.

5.1.2. As required by the CKC, BCLRC directors represent the interests of the members wherever they live in British Columbia and must reside within British Columbia but are not required to be a member of the CKC or own a Labrador Retriever.

5.1.3. A Nominations Chair shall be appointed at a general meeting not later than three months prior to the next annual general meeting.

5.1.4. The nominations chair shall present the names of the individuals who have agreed to stand for election as an officer or director to the President and / or Secretary at least three weeks prior to the annual general meeting so that the list can be included with the notice of the annual general meeting.

5.1.5. For greater clarity, all officers and directors (other than the Past President) shall be elected at the annual general meeting to serve for the term expiring at the next annual general meeting.

- 5.1.6. No two members living in the same household may be elected as an officer. This prevents the possibility of members of a household having control over the Club's bank account, which requires the signatures of two officers.

5.2. Vacancies

The Board of Directors may fill any vacancies of officers and directors occurring during the year on an interim basis until the next General Meeting at which time the replacement shall be voted on by the members present.

5.3. Duties

- 5.3.1. The duties of the Club's officers are as described in the BCLRC bylaws.
- 5.3.2. For greater clarity, the Secretary shall maintain and keep up-to-date the Policies Manual.

6. Committees

- 6.1. The Club endeavors to provide various activities and functions through committees.
- 6.2. CKC sanctioned events require that the respective Chair and the Event Secretary be members in good standing with the CKC.
- 6.3. The Committee Chairs are to provide relevant information such as Premium Lists etc. to the Website Chair for publication on the Club's website.

6.4. CKC sanctioned Events Chairs

- 6.4.1. The Field Trial, the Hunt Test, the Obedience Trials, the Specialty / Show, the Working Certificate Test Chairs have the overall responsibility for the execution of their event(s) including the timely obtainment of the CKC's approval for the events and the judging panel (within the CKC's time limits to avoid penalties), the preparation and distribution of the premium list, entry forms and catalogues. They may delegate individual tasks to other Club members but they will retain the responsibility thereof.
- 6.4.2. In this connection, checklists for each event (see appendix) shall be completed by one member of the respective committee and reviewed by another member of the Club. This procedure is designed to ensure that all necessary tasks are being carried out in a timely manner and nothing gets missed.

6.5. Training Chair

The Training Chair organizes the Club's training sessions such as obedience, retrieving, agility etc., which are designed to improve the breed's functional abilities. He / she select suitable location(s) and time(s).

6.6. Equipment Chair

- 6.6.1. The Equipment Chair is responsible for the maintenance, replacement and acquisition of the Club's equipment. He / she provides an inventory listing of the equipment (containing location and a description of the equipment condition) at least once a year to the Treasurer to assist the Treasurer in preparing financial reports. The Chair also reports to the board of directors any equipment

requirements as they arise.

- 6.6.2. Training supplies fall under the Equipment Chair's responsibilities including providing the Treasurer a current inventory listing after any changes.

6.7. Puppy Referral Chair

- 6.7.1. The Puppy Referral Chair responds to inquiries about puppies and distributes relevant information about the acquisition and keeping of a Labrador Retriever including a list of current or upcoming litters of breeders who meet the requirements of the Club's Breeder's Code of Ethics.
- 6.7.2. The Puppy Referral Chair is responsible for the maintenance of the Club's litter list.
- 6.7.3. The Puppy Referral Chair may not recommend a particular breeder but may disseminate information about the aims of a particular breeder such as breeding companion dogs, field dogs etc.

6.8. Breed Rescue Chair

The Club's resources require the restriction of the rescue service to purebred Labrador Retrievers. The Rescue Chair handles all aspects regarding the rescue of Labrador Retrievers including dealing with inquiries, collecting and caring for a rescue dog until a suitable home for the dog can be found.

6.9. Trophies Chair

The Trophies Chair secures sufficient ribbons for the Club's events as requested by the respective event chair. He / she is also responsible for all aspects relating to the annual awarding of trophies including collecting the trophies and determining the winners of trophies as per the Club's policies.

6.10. The Website Chair

- 6.10.1. The Website Chair is responsible for the timely maintenance of BCLRC's website which must include as a minimum the Club's objectives, activities, events (dates and locations, entry forms, premium lists) and contacts.
- 6.10.2. The CKC prohibits the advertisement of events, which are run under their rules unless they have issued their approval of the event date. Therefore, the listing of CKC events must indicate that they are provisional and pending CKC approval unless such approval has been obtained.
- 6.10.3. The Website Chair is also responsible to forward the relevant information about BCLRC to the following websites:
- Association of the BC Retriever Field Trial Clubs
<http://www.retreivernews.ca/>
 - CKC hunt tests
 - CKC field trials
 - CKC working certificate tests
 - BCLRC details
 - Working Retriever Central <http://www.working->

retriever.com/contact.html

- CKC hunt tests
- CKC field trials
- BCLRC details
- Canuck Dog <http://bc.canuckdogs.com/>
 - All Club events and seminars

6.11. Newsletter Chair

The Newsletter Chair is responsible for the designing, editing the content and the distributing of the Club's newsletter. The Chair is to ensure that the publication contains matters of interest to the members and that the information is disseminated in a timely fashion.

6.12. Auditors

The auditors review the Club's financial records for the year including the annual financial statements prepared by the Treasurer. Their procedures should include as a minimum a review of the bank reconciliations and the general state of the financial records.

7. Board Meetings

- 7.1.** The Chair or a majority of the Board may call a meeting of the Board as is deemed necessary to carry out the business of the Club.
- 7.2** All members of the Board will be notified of these meetings. All meetings of the Board will be open to any member of the club.

8. Financial Matters

8.1. Bank Account

The Club will have a separate and independent bank account in the name of the Club and all cheques drawn from the Club account will have the signatures of a minimum of two (2) signing officers. Signing Officers shall include any two (2) of the Club's president, vice president, secretary or treasurer.

8.2. Budgets

- 8.2.1.** Budgets are required for each event and each major Club activity such as the publication of newsletters etc. The Chair responsible for the event or activity in question is to present a budget detailing the estimated revenue and expenses for the event or activity to a General Meeting no less than three months prior to the event or activity. The Treasurer is to assist the Chairs in the preparation of the budgets.
- 8.2.2.** The members present at that meeting shall vote on the budget in order to give the Chair the authority to commit to and spend the Club's funds as required for the planned event or activity.
- 8.2.3.** The budget for judges' gifts is to be no more than \$30.00 per judge.

- 8.2.4. BCLRC members who attend Club events as a judge receive a judge's gift as well as those judges hired.

8.3. Judges' Expense Reimbursements – other than Club members

- 8.3.1. Judges' expense reimbursements shall include reasonable amounts for actual outlays for travel expenses such as fuel, fares, accommodation and meals. The budget as required by these policies should reflect the estimated amount of reimbursements of such travel expenses.
- 8.3.2. An individual who handles a dog one day and judges another day should be reimbursed pro-rata (e.g. handling a dog during a two day event would result in 50% reimbursement).

8.4. Expense Reimbursements – Club members

- 8.4.1. Prior approval obtained at a General Meeting, Special Meeting or Annual General Meeting of the Club is required for the reimbursement of expenses incurred by a member on behalf of the Club. Such approval can be in various forms such as an approved budget for an event (listing anticipated revenue and expenditures broken down into major categories), an approval for equipment replacement with a dollar limit or specific expenditure approval.
- 8.4.2. Except in unusual circumstances, as determined at the discretion of the Club's Executive, the club does not reimburse members for their travel and accommodation expenses for volunteering (non-judging) at club events.
- 8.4.3. Members requesting reimbursement for expenses incurred on behalf of the Club are required to submit their expense claims to the Treasurer with supporting invoices and within a month of the expenditure so that the Treasurer can keep the Club's financial records up-to-date.

8.5. Entry Fees

All entry fees are paid up front before participation takes place for all Club events and activities.

8.6. VISA

An administrative fee of \$3.00 per entry is to be charged to a participant who pays the entry and other relevant fees for a Club's event.

8.7. NSF Cheques

There is a charge in the amount of the bank's NSF fee plus \$10.00 for the first infraction of an NSF cheque not including the original amount of the cheque. Cash or money order only will be accepted after the first infraction and no VISA will be accepted from the individual or organization in question.

8.8. Expenditure Report

Event organizers must submit an expenditure report after events held with the final figures of income with receipts to be handed over to the Treasurer.

8.9. Event Statement of Revenue and Expenses

The Treasurer is responsible for the preparation of a statement of revenue and expenses for each event within two months from the event date and its presentation at the General Meeting following such period.

8.10. Documentary Financial Evidence

The Treasurer should obtain reasonable documentary evidence of expenditures and revenues to support the financial records of the Club.

8.11. Membership Dues

Memberships paid at the end of November should be good for the following year and that dues should be paid by the end of February.

9. Advertisements

9.1. Newsletter and Website

There shall be no free advertising in the newsletter or on the Website.

9.2. Fun Days

No commercial endorsement during Fun Days in the way of flyers, brochures and advertising shall occur.

10. Trophies and Awards

The following trophies and awards are to be awarded annually as per the rules outlined below:

10.1. General Criteria

- 10.1.1. In order to be considered applicable toward annual trophies and awards, participation, qualifying points, scores, legs, and titles must be earned while the owner is a member in good standing of the BCLRC, is an active participant in Club affairs and is in good standing with the CKC. If a member's membership has lapsed because of dues being in arrears, their activities may not be considered towards these awards.
- 10.1.2. Only Labrador Retrievers are eligible for annual awards.
- 10.1.3. The dog must be owned or co-owned by the member applying and possess an Individual CKC registration, Event Registration Number (ERN) or Performance Event Number (PEN).
- 10.1.4. Unless otherwise noted, only accomplishments earned in Canada will be considered.

10.2. Conformation

10.2.1. Puppy

This award is based on all wins by the Puppy before the age of twelve months and will be counted in the calendar year in which he/she reaches one year of age. Show Puppy of the Year will be determined on the basis of wins in Canadian Kennel Club (CKC) conformation shows. The highest number of points attained at a show will go towards the annual number of points. Ten bonus points will be awarded if the wins occur at a breed specialty. For the BCLRC specialty, the puppy will also earn 1 bonus point for each puppy defeated, not including the puppy being considered.

10.2.1.1. Points

- Best Puppy in Breed 5 points
- Best Puppy in Group 15 points
- Best Puppy in Show 25 points
- Specialty bonus + 10 points
- BCLRC specialty bonus + 1 point per dog defeated

As an example, if a puppy wins Best Puppy in Show, the dog will be credited with 25 points for that show, not 5 + 15 + 25. If the show was a breed specialty (e.g. Island Pacific, Labrador Retriever Club), an additional 10 points will be earned for a total of 35 for that show.

10.2.2. Open

This award is based on the largest number of Labradors defeated in Breed competition in licensed CKC conformation shows.

10.2.3. Breed Level

Only Labradors with the following placements may count defeats as follows:

- Winners Dog/Bitch, - count all Labradors of the same sex defeated in class competition,
- Best of Winners – count all Labradors of both sexes defeated in the class competition,
- Best of Breed – count all Labradors defeated in the competition
- Best of Opposite Sex – count all Labradors defeated of that sex

At the BCLRC Specialty Show recognized placements will be the above plus the following:

- 1st in Class
- Best Canadian Bred
- Judge's Award of Merit

10.2.4. Group Level

Three (3) points will be awarded for each breed defeated. I.e.: If 12 breeds compete in the group then:

- 1st in group would defeat 11 breeds and get $3 \times 11 = 33$ points
- 2nd in group would defeat 10 breeds and get $3 \times 10 = 30$ points
- 3rd in group would defeat 9 breeds and get $3 \times 9 = 27$ points
- 4th in group would defeat 8 breeds and get $3 \times 8 = 24$ points

10.2.5. Best in Show

One Hundred (100) bonus points will be awarded.

In determining the number of dogs defeated, DO NOT count the dog being considered for this award and remember to subtract for absentees, if known.

10.2.6. Statistics

The number of dogs beat can be reasonably determined from the number of dogs entered statistics available from the CKC Official Section and website.

10.3. Field Trials

10.3.1. Open

This trophy will be awarded to the Labrador that earns the highest number of Open points in CKC field trials. Fifty bonus points will be awarded to a dog that has qualified for the National Retriever Championship stake.

10.3.2. Amateur

This trophy will be awarded to the Labrador that earns the highest number of Amateur points in CKC field trials. Fifty bonus points will be awarded to a dog that has qualified for the National Amateur Retriever Championship stake.

10.3.3. Qualifying

This trophy will be awarded to the Labrador that earns the highest number of Qualifying points in CKC field trials.

10.3.4. Derby/Junior Qualifying (“Sting”) Award (Donated by Rick Regamble)

This trophy will be awarded to the Labrador that earns a total of ten (10) Derby / Junior points which must include a win.

10.3.5. Field Puppy

This trophy will be awarded to the Labrador puppy that won first place at the puppy stake run at the club’s field trial event.

10.4. Hunting Dog of the Year (Donated by Bonnie & Gord McGhie)

This trophy is awarded in celebration of the First Dog in Canada to earn the title Grand Master Hunter, "Alicia", GMH Choice Action Alicia WCX trained and handled by Geoff Cake.

10.4.1. Titles earned in the year under consideration are considered for the trophy. This trophy is to be awarded annually to the Club Member's dog accumulating the highest number of hunt test points from Canadian Kennel Club approved hunt tests in one year. Points are based on the following formula and applied to qualifying legs and titles awarded from January 1 to December 31st in any one year. Only legs and titles completed in the calendar year count for points that year. There is no carry over of points from one year to the next. Legs for a title may be earned in more than one year but only those legs and

10.4.1.1. Junior Hunter

- Junior Hunter qualifying legs count for 1 point per leg to a maximum of 4 points. Junior legs completed beyond the first four are no longer counted.
- The Junior Hunter Title is counted as 1 point.
- Maximum Junior Hunter Points are 5 points.

10.4.1.2. Senior Hunter

- Senior Hunter qualifying legs count for 2 points per leg to a maximum of 8 points. Senior legs completed beyond the first four are no longer counted.
- The Senior Hunter Title is counted as 2 points.
- Maximum Senior Hunter Points are 10 points.

10.4.1.3. Master Hunter

- Master Hunter qualifying legs count for 3 points per leg with no maximum points in any one year. Master points earned after the Master Hunter Title is earned will continue to count for 3 points except for those earned within the same year as the Grand Master Title is earned (see below).
- The Master Hunter title is counted as 3 points.
- No maximum Master Hunter points until the Grand Master title is completed.

10.4.1.4. Grand Master Hunter

- Master Hunter qualifying legs will continue to count as 3 points each until the calendar year when Grand Master Title is earned. Any Master legs earned within the same calendar year as the Grand Master Title is earned will count for 5 points per leg.

- Grand Master Hunter Title is counted as 5 points.
- The calendar year, following the year that the Grand Master Title is earned, the Grand Master dog is no longer eligible to compete for this trophy.

10.4.2. It is possible for a dog to count as many legs and titles as they qualify for in any one calendar year subject to the above maximums for each title. Examples of how this point formula works include:

- If a dog qualifies for all the legs for a Junior and Senior Title in one year, the dog would have 14 or 15 points depending if they completed 3 or 4 Junior legs.
- A Senior plus Master Title would be worth 28 points if all legs for both titles were completed in one calendar year
- Five legs plus a Master title would add up to 18 points
- If 2 more Master legs are completed along with the Master legs and title above it would add up to 24 points.
- A dog who completes the last three legs needed to earn a Grand Master title would receive 5 points for each leg earned in the year of the title plus 5 points for the title for a total of 20 points.

10.4.3. If a tie in points occurs, the dog earned the highest title in the year will be the winner. If that does not resolve the tie, it will be shared jointly for the year.

10.4.4. If the BCLRC Society makes a decision not to continue to award this trophy as stipulated here or if the society/club is dissolved, the trophy will be returned to Geoff Cake. If that is not possible, it will be returned to Gord McGhie. If that is not possible, it will be returned to Barry Kolodychuck. Any changes made to the awarding of this title will need to be approved by Geoff Cake. If that isn't possible, approval for change will follow the order above.

10.5. Obedience

This award is based on the single highest qualifying scores in CKC traditional (i.e. not Rally) obedience trials.

10.6. Versatile Dog of the Year Award – Teak Award (Donated by Heather Ferguson)

10.6.1. This trophy is to be awarded to the dog that actively participates in the most different types of events.

10.6.2. Gordon Ferguson's "Teak" was primarily a field dog. She was high point qualifying dog in Canadian Field Trials for 1998. She did, as an aside, therapy work, obedience, agility, fly ball, carting (draft dog). She had just started tracking and at home was an assistant dog for Heather's late father, picking up things he dropped, getting drinks from the fridge - she could open and close the door plus alert someone if he fell.

- 10.6.3. The challenge was, as it was felt by many handlers that field dogs could only do field, that it would be too confusing and beyond their focus to do other things, as well as reducing their ability to compete in Field Trials.
- 10.6.4. The original intent was to have a field dog that showed versatility in other events, at least two, in order to qualify. The dog does not have to be primarily a field dog, as long as the dog is actively participating in multiple events. Participation is defined as showing/competing in sanctioned shows, tests, trials or matches by Canadian organizations (i.e. CKC, AAC, CARO). It also includes taking classes, seminars and training towards skills such as search and rescue.
- 10.6.5. A title is not a prerequisite and doesn't influence the award system. Example: Dog A may title in show and compete in obedience and field work, but Dog B participates in show, field, obedience, and agility then dog B is the more versatile.
- 10.6.6. Events of the same type are considered to be one, due to the similar nature of the skills required. Field work (field trials, hunt, working certificate) is considered to be one event. Obedience work (traditional obedience, rally, canine good neighbor) are also considered to be one event
- 10.6.7. It is for Canadian events only.
- 10.6.8. When presented the Club agreed to honor the spirit of the award and follow the guidelines laid out. If no Lab meets the qualifications of participating in three separate events then it is not to be presented for that year.
- 10.6.9. These criteria are not subject to change, as per the donor, Heather Ferguson (June 04, 2006).

10.7. Versatility Program

- 10.7.1. Purpose
- The innate abilities, instincts and intelligence of Labrador retrievers have led to the popularity of the breed as companions, sporting and working dogs. The purpose of the Versatility program is:
- 10.7.2. To recognize and preserve the inherent traits of the breed and to encourage owners to enjoy them,
- 10.7.3. To encourage and acknowledge the achievements of Labrador retrievers and their owners in a variety of established activities,
- 10.7.4. To encourage owners to provide opportunities for their dogs to participate in the many ways in which Labrador retrievers are capable of working and thereby enable dogs and owners to know the joy of working together.
- 10.7.5. Criteria
- 10.7.6. In order to apply to for these awards, titles and achievements must be achieved while the owner is a member in good standing of the BCLRC.
- 10.7.7. The Awards are lifetime as opposed to annual awards. Achievements are accumulated through the lifetime of the dog. Achievements that go towards the Versatility Award are carried forward to the Versatility Excellent Award.

- 10.7.8. Unless otherwise stated, Canadian and American achievements are eligible as criteria.
- 10.7.9. Deceased dogs meeting registration requirements and having fulfilled all the requirements for certification are eligible for the award if the owner was a member of BCLRC when the dog was alive.
- 10.7.10. All necessary documentation must be completed and submitted to the Awards Chair for review.
- 10.7.11. Only Labrador Retrievers are eligible for the Versatility Program.
- 10.7.12. The Versatility Award requires three achievements points in a minimum of three categories. The Versatility Excellent Award requires six achievements in a minimum of four categories. For both awards, one of the achievements must be in the field category.
- 10.7.13. Only one achievement at each level in a category will be counted. For example, if a dog has earned both CKC and AKC agility novice jumpers with weaves title, only one of these will be counted.
- 10.7.14. Categories:
- Field (Working Certificates, Hunt Tests, Field Trials)
 - Obedience
 - Rally
 - Tracking
 - Agility
 - Conformation
 - Other: CGN, Draft, Temperament test, Therapy, Fly ball, Herding, working dogs (SAR, assistance etc.).
- 10.7.15. Examples
- Versatility:
- Dog A has earned a CKC CGN, CD, CH, WC/JH, and WCI. (5 achievements)
 - Dog B has earned a CKC CD, JH, CH (3 achievements)
 - Dog C is not eligible. Although it has earned a CKC WC/JH WCI, AgN, i.e. 3 achievements they are only for 2 categories.
- Versatility Excellent:
- Dog D has earned a CKC CGN, WC/JH, AgNS/AgNJS. It has earned

AKC RN, RA and RE titles. It also participates in 7-10 Therapy dog visits each year. (7 achievements)

11. Breeders' Code of Ethics

11.1. Purpose

The Labrador Retriever Club of British Columbia, recognizing our responsibility to the Labrador Retriever and the retriever enthusiast, sets forth this Code of Ethics to reflect the desire of the membership to:

- 11.1.1. Keep the Labrador retriever sound, healthy, and free of hereditary diseases by using up to date testing for stud dogs and brood bitches.
- 11.1.2. Maintain the original working ability of the Labrador Retriever .
- 11.1.3. Conform to the Canadian Kennel Club's published standard for the breed.
- 11.1.4. Exercise truth in advertising.
- 11.1.5. Educate prospective buyers.

11.2. Ethics

- 11.2.1. All Breeders should familiarize themselves with the CKC By-Laws pertaining to the breeding, registration and identification of purebred dogs in Canada Labrador Retrievers used as stud dogs and brood bitches must be registered with the CKC or a CKC recognized registry.
- 11.2.2. The breeder should carefully choose stud dogs and brood bitches that exemplify the Labrador Retriever instinct and temperament. Aggressiveness towards humans or other animals or any evidence of shyness in an adult Labrador Retriever is a serious fault
- 11.2.3. Breeders will not knowingly breed a dog or bitch that has any hereditary disease
- 11.2.4. A bitch will not be bred before the age of 18 months.
- 11.2.5. Stud dogs and brood bitches must be certified radiographically free of hip and elbow dysplasia by the Orthopedic Foundation for Animals (OFA), the Ontario Veterinary College (OVC), or other recognized registry.
- 11.2.6. Stud dogs and brood bitches must be examined within twelve months prior to breeding and declared free of eye diseases currently recognized as having a hereditary basis by a veterinary ophthalmologist.
- 11.2.7. All pups in a litter should be examined by a veterinary ophthalmologist before 12 weeks of age and be certified clear of eye disease prior to leaving the breeder
- 11.2.8. DNA testing for PRA (progressive retinal atrophy), and CNM (centronuclear myopathy) should be done for stud dogs and brood

bitches (or their parents) to determine their PRA or CNM status.

- 11.2.9. Breeders should use this information to make sure they do not breed to produce affected puppies. The plan should be to eliminate these diseases by careful breeding.
- 11.2.10 All puppies leaving the breeder's possession must be at least seven weeks of age. All puppies leaving the breeder's possession will be in good medical and mental condition and will have received the vaccinations and deworming appropriate for its age.
- 11.2.11 The breeder shall provide the following to a new buyer at the time of sale:
- Written agreement as a protection for both the breeder and the new owner. By outlining what is expected of each party, such a contract should help prevent future misunderstandings.
 - The breeder should provide a written guarantee on the health of the puppy including the time frame during which the puppy or dog may be examined by a licensed veterinarian, at the buyer's expense and upon written recommendation of the veterinarian for specific reasons the puppy or dog may be returned to the seller for a full refund of all money paid.
 - A 3 generation pedigree
 - A complete medical history for the puppy
 - Supporting documents certifying absence of hereditary disease of the parents of the puppies.
 - Written instructions for feeding, health care, training and grooming.

11.3. Guidelines/Recommendations

- 11.3.1. In order to obtain objective corroboration that the sire and dam possess the desired traits in terms of tractability or conformation, the breeder should use stud dogs and brood bitches that have earned or are working toward an Obedience, Field, Hunt, Working Certificate, Conformation, Tracking, Agility, Canine Good Neighbor or any other CKC/AKC approved titles.
- 11.3.2. The breeder should sell puppies with a CKC non-breeding agreement.
- 11.3.3. Breeders should not donate puppies to auctions or raffles.
- 11.3.4. No breeder will knowingly sell a Labrador Retriever to a pet dealer, wholesaler, or broker. However, donations to non-profit organizations (such as support dogs, drug dogs and sight dogs) are encouraged.
- 11.3.5. The breeder's responsibility does not end with the sale of the puppy. It is the breeder's duty to accept the responsibility for the welfare of every dog he breeds and he should be willing to take back or re-home a dog at

any time in the dog's life.

- 11.3.6. Buyers are encouraged to inform the Club if problems relating to the Breeder's Code of Ethics should arise with a breeder on our Breeders' Referral List.

11.4. Discipline

Members that fail to abide by the above Code of Ethics will be removed from the breeders' referral list. Buyers are strongly encouraged to inform the Labrador Retriever Club if problems should arise with a breeder on our breeders' list.

11.5. Guidelines

- 11.5.1. The BCLRC recommends the following:
- 11.5.2. The breeder should not breed dogs or bitches with the following faults:
- 11.5.2.1. Head: undershot or overshot jaw.
 - 11.5.2.2. Eyes: entropion, ectropion, or cataracts.
 - 11.5.2.3. Color: Dudley nose or excessive white markings on the fur
 - 11.5.2.4. Body: hernias, monorchids, or osteochondritis (OCD) of the shoulders or hocks
- 11.5.3. The breeder should use stud dogs and brood bitches that have earned an obedience, conformation, tracking, agility, or any other CKC/AKC approved titles.

12. Breeder Referral List

12.1 Purpose

The club maintains a listing of member breeders as a service for members and for the public.

12.2 Criteria

A member may qualify for inclusion on the Breeder referral List if they meet the following criteria:

- 12.2.1 Sign an agreement each year stating they will abide by the BCLRC Breeders Code of Ethics.
- 12.2.2 Be a club member for one (1) year prior to being put on the Breeders List.
- 12.2.3 Participate as a worker in at least two (2) club activities in the previous calendar year.

13. Complaints

- 13.1.** A complaint against a member, members, or director shall be submitted in writing to the Board for review. The Board will determine whether the complaint pertains to a Club matter and whether an adhoc committee will be struck.
- 13.2.** The Board shall respond to each complainant in an appropriate manner.
- 13.3.** Note: Complaints pertaining to breeders and / or breeding practices of Club members or non-club members are not specifically Club matters and will not be brought forward to an adhoc committee.
- 13.4.** The process with respect to issues of complaints and discipline is as follows:
- 13.4.1. If a conflict or complaint arises specific to a Club matter (i.e. Club event, equipment, etc.) and a written complaint has been submitted to the board, an adhoc committee will be put together to review the complaint. The adhoc committee shall consist of:
- one executive (president, vice president, secretary, treasurer)
 - two members at large
- 13.4.2. The adhoc committee will attempt to meet with the parties involved to determine if the complaint can be resolved and / or determine whether expulsion from the Club is warranted.
- 13.4.3. If the adhoc committee recommends expulsion or discipline, a Special General Meeting will be called.
- 13.4.4. Any executive member who is suspended, debarred, expelled or deprived of privileges of the CKC shall be suspended from their executive position in the BCLRC for a like period.

14. Dissolution

In consideration of the statement in the Constitution, 3.c, the Club, on dissolution, will notify and provide the CKC with a written document signed by 2 /3 of the members of the Club indicating they are in favor of the decision to dissolve the Club. Proxies are not permitted. In the event of the dissolution of the Club, other than the purposes of reorganization, whether voluntary or involuntary or by operation of law, none of the property of the Club, nor any proceeds thereof, nor any assets of the Club shall be distributed to any members of the Club but shall be disposed of as indicated in the Club's constitution. Selection of the charitable organization(s) will be made by the Club membership.

APPENDIX

FIELD TRIAL CHECK LIST

- Arrange for Venue
- Send Event application to CKC
- Arrange for Judges
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for judge to return one signed copy
- Apply to CKC for approval of judges
- Prepare budget for event and get Club approval
- Prepare premium list
- Mail premium
- Put ad in Retriever Quarterly, the All Retriever Club (???) Club newsletter, the Puget Sound Club newsletter and any other places you can think of
- Arrange for birds
- Arrange for supervisor for each stake. This person will be responsible for the following:
 - Equipment - getting what the judge needs and making sure that it is all returned
 - Rotate with gunners and Marshalls to ensure all get breaks when needed
 - Get refreshments and lunches for Judges
- Arrange for gunners
- Arrange for Marshalls
 - Junior
 - Qualifying
 - Open
- Arrange for lunches for judges
- Order portable toilet
- Arrange to get equipment needed to the venue
- Arrange for Judge's meeting at venue to set test
- Arrange for Ribbons - either from inventory or place order
- Sort entries & prepare catalogue
- Prepare and print Marshall's lists - put lists on a clip board - make sure you have something to cover the lists in case of rain - bring lots of pens
- Purchase gifts for judges
- Arrange for clean up of grounds
- Arrange for test dogs

APPENDIX cont.

HUNT TEST CHECK LIST

Chairperson

- Arrange for Venue
- Arrange for Judges
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for judge to return one signed copy
- Prepare budget for event and get Club approval
- Arrange for birds
- Arrange for supervisor for each stake. This person will be responsible for the following:
 - Equipment - getting what the judge needs and making sure that it is all returned
 - Rotate with gunners and marshalls to ensure all get breaks when needed
 - Get refreshments and lunches for Judges
- Arrange for gunners
 - Junior - 2
 - Senior - 2
 - Master - 3
- Arrange for Marshalls
 - Junior - 2
 - Senior - 1
 - Master - 1
- Arrange for lunches for judges
- Order portable toilet
- Arrange to get equipment needed to the venue
- Arrange for Judge's meeting at venue to set test
- Purchase gifts for judges
- Arrange for clean up of grounds
- Arrange for test dogs

Event Secretary

- Send Event application to CKC
- Apply to CKC for approval of judges
- Prepare premium list
- Mail premium
- Put ad in Retriever Quarterly, the All Retriever Club (???) Club newsletter, the Puget Sound Club newsletter and any other places you can think of
- Arrange for Ribbons - either from inventory or place order
- Sort entries & prepare catalogue
- Prepare and print Marshall's lists - put lists on a clip board - make sure you have something to cover the lists in case of rain - bring lots of pens
- Prepare judges sheets
- Mark official catalogue for CKC, Club and other organizations and mail.
- Prepare financial report for CKC and Retriever Club, enclose cheques and mail.

APPENDIX cont.

WORKING CERTIFICATE TEST CHECKLIST

- Arrange for Venue
- Send Event application to CKC
- Arrange for Judges
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for judge to return one signed copy
- Apply to CKC for approval of judges
- Arrange for photographer (if having one)
- Arrange for vet
- Prepare premium list
- Mail premium
- Arrange for birds
- Arrange for supervisor for each stake. This person will be responsible for the following:
 - Equipment - getting what the judge needs and making sure that it is all returned
 - Rotate with gunners and marshalls to ensure all get breaks when needed
 - Get refreshments and lunches for Judges
- Arrange for gunners
 - WC - 2
 - WCI - 2
 - WCX - 3
- Arrange for marshalls
 - WC - 2
 - WCI - 1
 - WCX - 1
- Arrange for lunches for judges
- Order portable toilet
- Arrange to get equipment needed to the venue
- Arrange for Judges meeting at venue to set test
- Arrange for Ribbons - either from inventory or place order
- Sort entries & prepare catalogue
- Prepare and print marshall's lists - put lists on a clip board - make sure you have something to cover the lists in case of rain - bring lots of pens
- Prepare judges sheets
- Purchase gifts for judges
- Arrange for clean up of grounds
- Arrange for test dogs

APPENDIX cont.

CONFORMATION SHOW CHECK LIST

- Send Event application to CKC
 - Conformation
 - Sweeps
- Arrange for Venue
- Arrange for Conformation Judge
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for judge to return one signed copy
- Arrange for Sweeps Judge
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for judge to return one signed copy
- Apply to CKC for approval of judges
- Ring Steward
 - Contact by phone
 - Follow-up by letter
 - include details of contract (ie. expenses covered)
 - send two copies with SSAE for steward to return one signed copy
- Arrange for photographer
- Arrange for vet
- Put ad in Retriever Quarterly (by April 15th), the Club newsletter, the Puget Sound Club newsletter and any other places you can think of
- Committee Chairpersons needed
 - Trophies & Ribbons
 - Gifts
 - Raffle & 50/50 draw
 - Premium List & Catalogues and exhibitors numbers
 - Hospitality
 - Advertising & Promotion
 - Equipment
- Prepare premium list
- Prepare mailing list
- Mail premium
- Order portable toilet
- Sort entries & prepare catalogue
- Mail receipt & starting times to CKC Reps, judges and exhibitors

TROPHIES & RIBBONS

- contact feed sponsor and arrange for prizes
- look for donations for prizes for winners
- keep track of all donations
- order ribbons after entry is known
- Purchase prizes
- print labels for prizes
- print envelopes for sweeps
- fill envelopes for sweeps

