



# THE AUSTRALIAN CAT FEDERATION (INC.)

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## BY-LAWS - PART 4 JUDGES TRAINING SCHEME

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## SECTION I INTERPRETATIONS

In this Judges Training Scheme, unless a contrary intention appears:

- I.1. Judges: are recognised in the following categories:
  - I.1.1. **Cadet:** a person who is undertaking training.
  - I.1.2. **Junior:** a person who has successfully completed the requirements specified of a Cadet Judge and is undertaking a tutor assessed period of internship.
  - I.1.3. **Open:** a person who has successfully completed the requirements specified of a Junior Judge and has been accepted on to the Member or Provisional Member Body's Panel of Open Judges.
  - I.1.4. **Senior:** a person who has completed 6 judging assignments as an Open Judge and is eligible to be a member of the ACF (Inc.) National Panel of Judges. Refer to Section 3 sub-clause 3.5.
  - I.1.5. **ACF (Inc.) National:** a member or provisional member body's judge who has qualified to be listed on the ACF (Inc.) National Panel of Judges. Refer to Section 3 sub-clause 3.6.
  - I.1.6. **ACF (Inc.) International:** ACF (Inc.) National Judge who has qualified to be known as an ACF (Inc.) International Judge. Refer to Section 3 sub-clause 3.7.
  - I.1.7. **ACF (Inc.) National Tutor:** an ACF (Inc.) National Panel Judge who has been designated as a Tutor. Refer to Section 3 sub-clause 3.8.
  - I.1.8. **Emeritus:** an honorary title bestowed by a member or provisional member body on a judge that has retired from judging. A judge emeritus may still be active in the training of judges. Refer to Section 3 sub-clause 3.9.
- I.2. **Active Judge<sup>23</sup>:** a Member or Provisional Member Body's open or senior judge, who has undertaken:
  - I.2.1. an assignment at least once (1) every two (2) calendar years in the group/s for which they are licensed; or
  - I.2.2. an open or senior judge who has undertaken professional development such as acted as a tutor judge, attendance at a Seminar (e.g., Judges' Guild Seminar), presentation of a paper on a well-researched aspect of Judging or contributed a specialised article for publication in one of the ACF (Inc.) Publications. (i.e., Felijudge or ACF (Inc.) Yearbook) at least once every two (2) calendar years in the group/s for which they are licensed.
  - I.2.3. The judge should notify their Member or Provisional Member Body annually of assignments undertaken, Seminars attended, or papers presented/published so that an accurate record can be kept.
- I.3. **Tutor Panel:**  
the three (3) core ACF (Inc.) National Panel Tutor judges—selected by the ACF (Inc.) National Panel Judges of the member or provisional member body and endorsed by the Member or Provisional Member Body, that forms the Tutor Panel to supervise training and assessment of cadet, junior and reactivating judges under this scheme.
- I.4. **Member Body:**  
an organisation from any State or Territory of Australia that is a member of the Australian Cat Federation (Inc.)
- I.5. **Provisional Member Body<sup>4</sup>:**  
an organisation from any State or Territory of Australia that is a new member of the Australian Cat Federation (Inc.) in accordance with Rule I9 of the Constitution.

## SECTION 2 JUDGE TRAINING REQUIREMENT AND CONDITIONS

### 2.1. GENERAL

- 2.1.1. The Australian Cat Federation Inc. [ACF (Inc.)] requires that its Member or Provisional Member Bodies use this Scheme which includes the competency-based curriculum for judge training.
- a) A Member or Provisional Member Body may add requirements to those listed in this Judge Training Scheme (JTS) to cater for particular circumstances within its region.
- 2.1.2. The ACF (Inc.) Book of Standards shall be the basis of assessment of knowledge and understanding of the breed standards component of the curriculum.
- a) This does not preclude trainees from studying breed standards used by other Cat Control Bodies.
- 2.1.3. These requirements may be amended from time to time.

### 2.2. PREREQUISITES FOR ADMISSION TO JUDGE TRAINING

- 2.2.1. Applicants must apply to their Member or Provisional Member Body in the form required by that body providing evidence for these prerequisites.
- 2.2.2. The prerequisites are:
- a) Minimum of 3 years' involvement in cat fancy.
- b) Minimum of 3 years' experience in breeding cats from the group in which the course is to be undertaken. Or
- c) Non breeders who contribute and foster a continuance in the cat fancy.
- d) Judge trainees may be selected by the member bodies based on aptitude and abilities and respect within the cat fancy.
- e) Adherence to the Code of Ethics for cat breeders.
- f) Competency as a trained steward; and
- g) Experience as either a ring clerk (or card table steward) or show manager.

### 2.3. COMPOSITION OF THE TUTOR PANEL

- 2.3.1. The Member or Provisional Member Body's ACF (Inc.) National Panel Judges will select a minimum of three (3) core National Tutor Judges to act as the Tutor Panel for any judge training/assessment/continuing education of judge(s) of any category under this scheme.
- 2.3.2. Selection of Judges for the Tutor Panel is to take into consideration the licence category the judge holds and their availability to participate in the course.
- 2.3.3. Tutor Judges selected, maybe with:
- a) the Member or provisional member body where the course is to be conducted.  
OR
- b) any other ACF (Inc.) Member or Provisional Member Body's Tutor Judges.
- 2.3.4. The Member or provisional member body will endorse the selected Tutor Panel and register the course and panel details with the ACF (Inc.) Judges Guild.
- 2.3.5. Once formed the Tutor Panel is responsible for all components of the course and remains in place for the duration of the course.
- 2.3.6. Any changes to the Tutor Panel can only be made after consultation and agreement in writing with the Member or Provisional Member Body's ACF (Inc.) National Panel Judges, the Member or provisional member body and the ACF (Inc.) Judge's Guild.

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- 2.3.7. In addition to the three (3) core Tutor Panel Judges, the Panel may obtain additional Tutor Judge(s) with the requisite experience and skills, to cover particular course requirements [e.g., undertake training in a specific subject; supervise specific course requirements, etc.].
- 2.3.8. The Member or provisional member body may waive some prerequisites when conducting judge training on companion domestic/pet cats ONLY. If graduates of such a course wish to proceed to training on pedigreed or recognised breeds, then they must comply with all prerequisites and complete all curriculum module.

## 2.4. TRAINING

- 2.4.1. The Member or Provisional Member Body shall provide adequate notice to their members of intention to conduct a judge-training course. Six (6) months is advised.
- 2.4.2. The duration of any judge-training course shall be in accordance with the progress of candidates through the curriculum, and their achievement of competencies outlined in the curriculum.
- a) While progress may vary, it is necessary for any course to be finite. Three (3) years is advised as a maximum time frame, to proceed from Cadet to Junior Judge.
  - b) Member or Provisional Member Bodies shall allow for a Cadet/Junior Judge to defer part of their training for an agreed time period, and to resume training when a course is next offered. Reasons for deferment must be appropriate and recorded.
- 2.4.3. The course will cover all the modules outlined in the Judges Training Curriculum. Acceptable programs will be organised either by Group (i.e., 1, 2, or 3) or Longhair (Group 1) and Shorthair (Groups 2 and 3).
- a) Member or Provisional Member Bodies may choose to train applicants initially as Group 4 (companion domestic/pet cat) judges to provide them with experience and confidence in the show ring.
- 2.4.4. Documentation of each stage of training is necessary to verify competency.
- a) Cadet and Junior judging assignments shall be reviewed in writing on the relevant form.
  - b) Consultation and discussion with the Cadet/Junior Judge shall take place after each assignment is completed.
  - c) The Cadet/Junior Judge shall be provided with a copy of all completed forms/critiques and have access to their marked examination papers within six (6) weeks of completion.<sup>5</sup>
- 2.4.5. The Tutor Panel shall hold examination papers, assignments, and other written tasks. The Tutor Panel shall hold all documentation until a Cadet Judge has qualified as an Open Judge or a reactivating judge has requalified, then all these documents shall be lodged with the Member or Provisional Member Body within one (1) month of a Cadet Judge qualifying as an Open Judge or within one (1) month of a person (who commenced training) leaving the course<sup>6</sup>.
- 2.4.6. The Cadet Judge as part of their theoretical training will be required to complete tasks such as presenting seminars, participating in discussion or question and answer sessions, completing research, and writing assessments on exhibits or picture examples. All such tasks shall be designed to develop competency.
- 2.4.7. As part of their practical training the Cadet Judge will be required to undertake cadet-judging assignments at shows:
- a) The Cadet Judge must be considered competent in the section/breed being studied to begin the practical assessment of cats on the show floor (cadet assignment). This includes already qualified judges extending their qualifications into other group/s.
  - b) These cadet assignments are undertaken independently by the Cadet Judge and shall be supervised by one of the Tutor Panel Judges assigned to the course.

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- c) The cadet assignment shall be designed to cover the range of competencies outlined in the curriculum. The Cadet Judge:
  - (i) shall handle cats, kittens, and neuters.
  - (ii) shall be required to perform ANY tasks like those of fully qualified judges, but in an abbreviated format such as fewer exhibits or fewer breeds.
  - (iii) will be required to provide oral and/or written justification of their decisions.
- d) A minimum of 5 such assignments shall be undertaken.
  - (i) If the Cadet Judge does not demonstrate competence, then more cadet assignments will be necessary.
- e) One of these cadet assignments should be undertaken for a Member or Provisional Member Body other than the Cadet Judge's own, when the Tutor Panel consider the Cadet Judge is ready for such an experience.
- f) When a cadet assignment is undertaken with another ACF Member or Provisional Member Body, arrangements for meeting travel and other costs will be negotiated with the parties concerned (Tutor Panel, Cadet Judge, Member or Provisional Member Body, Club).
- g) The minimum number of exhibits to form a cadet assignment will be dependent on the course focus, the availability of breeds, and the size and nature of the show. The Tutor Panel shall make the selection of exhibits so that the Cadet Judge will handle the widest variety of exhibits, whether it be breeds, age, maturity, colour, pattern, hair length, male/female, entire/desexed, good examples and examples with faults.
- h) Be encouraged to take part in interstate shows and particularly that they attend the ACF (Inc.) National either functioning as a steward or observing a judge.

2.4.8. The Junior Judge as part of their training will be required to undertake five (5) supervised judging assignments at shows:

- a) Assignments will be supervised by a Tutor Panel Judge or Senior Judge.
- b) An appraisal or critique form will be completed by the supervising Judge. If a Judge, who is not one of the tutors for the course, supervises a Junior Judge then the original document must subsequently be forwarded to the supervising Tutor Judge.
- c) The number of exhibits judged during each assignment is at the discretion of the Tutor Panel and the Member or Provisional Member Body.
  - (i) The five (5) assignments shall be at reasonably spaced intervals but shall span an interval of no less than six (6) months; and
  - (ii) The fifth (5<sup>th</sup>) assignment is to be as close to a full open assignment as possible.

## 2.5. EXAMINATIONS

2.5.1. Once a stage of theoretical training has been completed, and the Tutor Panel believe the Cadet Judge has reached the required level of competency; Cadet Judges will be formally assessed on that part of the Curriculum which has been undertaken.

- a) This will be in the form of a written examination, which assesses higher order thinking rather than simple recall. It may include multiple choice, short answers, and extended answer questions. For an extended list of assessment methods see Section 4: Sub-clause 4.3.4. The method of assessment to be agreed to between the Tutor Panel and the Cadet Judge.
- b) The Cadet Judge shall be given one (1) months' notice of any written examination.

2.5.2. The Tutor Panel shall set and independently mark the Cadet Judge's examination paper. Examination papers shall be returned to the Cadet Judge within one (1) month of the examination taking place.<sup>7</sup>

- a) Any exception to this should be made only in rare situations and only where there has been detailed discussion between the Tutor Panel about expectations and preparation of a sample answer document. The reason for such exemption shall be recorded by the Tutor Panel.

- 2.5.3. If it is necessary to gain further opinion/s then Tutor Judge/s from another ACF (Inc.) Member or Provisional Member Body shall be consulted.
- 2.5.4. As outlined in Section 2: Sub-clause 2.4.4 all Cadet Judges shall have access to their marked examinations and shall be able to participate in discussion of their results with the Tutor Panel. If an examination paper was to be allocated a score of one hundred (100) in total, to be deemed successful a Cadet Judge must achieve a level of eighty (80). If a Cadet Judge is unsuccessful, they shall be given the opportunity to complete further training and be reassessed within the limitations of Section 2: Sub-Clause 2.4.2.
- 2.5.5. Once all assessments and training are complete and deemed acceptable, the Tutor Panel will recommend elevation of the Cadet Judge to Junior Judge status (as outlined in Section 2 Sub-clause 2.4.8) to the Member or Provisional Member Body concerned.

## 2.6. APPEALS

- 2.6.1. A Cadet/Junior Judge may appeal an examination result or any other aspect of the Judge Training Curriculum.
- 2.6.2. Such appeals shall be in writing detailing the particulars of the matter at issue, and submitted, within fourteen (14) days after the difference arises, to the Tutor Panel.
  - a) The Tutor Panel shall submit the matter to a Senior Judge with at least 5 years' experience, who has not been part of the training, to consider and make recommendations in writing as soon as practicable to the Member or Provisional Member Body. The Member or Provisional Member Body, if in agreement, shall inform the Cadet/Junior Judge of the decision in writing within fourteen (14) days of receipt from the Senior Judge.
  - b) If the Cadet Judge is dissatisfied with the decision of the Senior Judge, the Cadet Judge may submit the matter in writing, detailing the particulars of the matter at issue, within fourteen (14) days after the decision is given to the ACF (Inc.) Judges Guild Executive to consider and make recommendations in writing as soon as practicable to the Member or Provisional Member Body.
  - c) If the ACF (Inc.) Judges Guild Executive does not receive a request within the prescribed time the Member or Provisional Member Body's decision shall not be subject to further appeal.

## 2.7. EXTENSION OF JUDGING QUALIFICATIONS

- 2.7.1. Open/Senior Judges shall apply to their Member or Provisional Member Body to extend their licence.
- 2.7.2. Open/Senior Judges applying for an extension of their licence are not required to provide proof of meeting prerequisites as outlined in Section 2: Sub-clause 2.2.2.
- 2.7.3. Open/Senior Judges extending their qualifications become a Cadet Judge of the course they are undertaking.
- 2.7.4. Open/Senior Judges undertaking extension of licence courses will not be re-assessed in any part of the curriculum in which they are already qualified.
- 2.7.5. The number of cadet assignments, as determined by the Tutor Panel, will be undertaken.
- 2.7.6. The principles of Section 2: Sub-clauses 2.4.6 to 2.4.8 shall also apply to Open/Senior Judges undertaking cadet/junior assignments.

## 2.8. RE-ACTIVATING JUDGING LICENCE

- 2.8.1. An Open/Senior Judge previously on a Member or Provisional Member Body or the ACF (Inc.) National Panel of Judges, who has been declared inactive [as defined in Section I: Sub-clause I.1(h)], will have requirements necessary to "reactivate" their licence assessed [refer to Module 6].
- 2.8.2. The Member or Provisional Member Body shall, taking into consideration their previous experience as a judge and the length of time they have been absent from judging, and with the agreement of the returning judge, determine the competency assessment requirements.
- 2.8.3. The results of the competency assessment may require the judge to undertake a further course of training and/or judging assignments.

## SECTION 3 JUDGES' QUALIFICATIONS AND RECOGNITION OF JUDGES

### 3.1 GENERAL

- 3.1.1. Judges in all categories are:
- a) required to use the ACF (Inc.) Book of Standards when judging for an ACF (Inc.) Member or Provisional Member Body or one of its associated clubs; and
  - b) encouraged to join the ACF (Inc.) Judges' Guild.
- 3.1.2. Senior Judges wishing to be listed on the ACF (Inc.) National Panel **must** be members of the ACF (Inc.) Judges' Guild.<sup>8</sup>

### 3.2. CADET JUDGE

- 3.2.1. Those who have been accepted into this training programme are known as Cadet Judges.
- 3.2.2. Training shall be undertaken in accordance with the Judges Training Curriculum.
- 3.2.3. If already an Open/Senior Judge in another breed group, the individual becomes a Cadet Judge in the group for which they are undertaking training.

### 3.3. JUNIOR JUDGE

- 3.3.1. Those who have satisfactorily completed training as a Cadet Judge and are undertaking a mentor-assessed period of skill development like an internship becomes a Junior Judge in the group for which they have just qualified. This also applies to an Open/Senior Judge for another breed group extending their licence.
- 3.3.2. Assessments shall be undertaken in accordance with the Judges Training Curriculum.
- 3.3.3. As breed standards have been written for adult exhibits, a Junior Judge can judge and issue certificates/awards applicable, for all pedigreed or companion exhibits, and side-class.
- 3.3.4. A Junior Judge shall only judge for Member or Provisional Member Bodies within their own state or territory, except where a Junior Judge is an already qualified Open Judge in another group, in which case they may undertake a junior assignment interstate in conjunction with an open assignment if the club concerned agrees to this and a suitably qualified ACF (Inc.) National Panel Judge is available to supervise the junior assignment.

### 3.4. OPEN JUDGE

- 3.4.1. An Open Judge must be at least 18 years of age at the time of appointment.
- 3.4.2. Judges who have satisfactorily completed the requirements specified for Junior Judges can be accepted on to the Open Judges Panel of a Member or Provisional Member Body.
- 3.4.3. Open Judges can judge all classes in the group/s for which they have qualified and been appointed. They are eligible to judge interstate for any Cat Control Body recognised by ACF (Inc.) [refer to ACF (Inc.) By-Laws Part I: Clauses 3 and 4<sup>9</sup>].

### 3.5. SENIOR JUDGE

- 3.5.1. An Open Judge can be designated a Senior Judge after completing 6 judging assignments.
- 3.5.2. Senior Judges can be recommended by their Member or Provisional Member Body, for listing on the ACF (Inc.) National Panel of Judges in the manner specified in Section 3: Sub-clause 3.6.2.



### 3.6. ACF (INC.) NATIONAL JUDGES

- 3.6.1. Judges who are listed on a Member or Provisional Member Body's open panel of judges and have been accepted by the ACF (Inc.) for inclusion on its National Panel of Judges are to be known as licenced ACF (Inc.) National Judges (with their Member or Provisional Member Body notated in brackets alongside.)
- 3.6.2. When submitting the names of judges for inclusion on the ACF (Inc.) National Panel of Judges (whether new judges or those already listed for another group) the Member or Provisional Member Body Secretary shall complete the required form and forward to the Secretary AFC (Inc.).
- 3.6.3. Listing on the ACF (Inc.) National Panel of Judges is subject to:
- a) ACF (Inc.) being satisfied as to the judges' qualifications.
  - b) receipt by the Secretary ACF (Inc.) of the signed ACF (Inc.) Judges Code of Ethics and Judges Details for Web listing
  - c) being an Active Judge as defined under Section I Sub-clause I.2.
  - d) being normally domiciled in Australia; and
  - e) being a member of the ACF (Inc.) Judges Guild.
- 3.6.4. Judges listed on the ACF (Inc.) National Panel, at the time of listing, will be issued with a certificate signed by the President stating:
- a) the date of admission to the National Panel; and
  - b) what the Judge is licenced to judge.
- 3.6.5. A list of all **active** ACF (Inc.) National Panel Judges will be compiled and maintained by the Secretary ACF (Inc.) and published on the ACF (Inc.) website.
- a) Annually the list will be sent to the Member or Provisional Member Bodies to confirm that the details shown for their judges are current and that the judges listed are active judges (Refer to Section I Sub-clause I.2.)
  - b) Each 30 June, the list will also be referred to the ACF (Inc.) Judges Guild to confirm the currency of annual membership.
- 3.6.6. Effective 30 June 2017, where a judge has been deemed inactive or unfinancial, they may continue to be listed in an unpublished list <sup>11</sup>as such.
- 3.6.7. ACF (Inc.) National Judges are eligible to officiate at ACF (Inc.) National Shows.

### 3.7.3.7 ACF (INC.) INTERNATIONAL JUDGES

- 3.7.1. The International Judges Panel listing (unpublished) will contain the judges name and the date they were entered onto the list and individual assignments are listed in the judge's profile.
- 3.7.2. Judges who are listed on the ACF (Inc.) National Panel of Judges, who have undertaken overseas assignments which have been recognised (under Sub-clause 3.7.2), may be recognised as an International Judge. Records of overseas assignments may be reported in the judges' profile on the ACF (Inc.) website.<sup>12</sup> It will be the judges' responsibility to update their profile as necessary.
- 3.7.3. Recognition as an ACF (Inc.) International Judges is subject to completing the required documentation and providing proof of having undertaken the overseas assignment/s to the Secretary ACF (Inc.).
- 3.7.4. Documents providing acceptable proof of overseas assignments include (but are not limited to) relevant page/s of the show catalogue, with translation where necessary, documentation provided to the judge by an international cat organization hosting the assignment and/or a letter from the host club/council attesting to completion of the assignment.
- 3.7.5. Judges who have been accepted on to the ACF (Inc.) National Panel of Judges who originally qualified as judges outside Australia must provide proof of assignments undertaken overseas as per Section 3: Sub-clause 3.7.3 before being accepted as an ACF (Inc.) International Judge.

3.7.6. Where ACF (Inc.) Judges have participated in an overseas group tour, the organiser of the tour can provide a group submission, with proof as outlined above of judging assignments undertaken, in lieu of individual submissions from participating judges.

### 3.8. ACF (INC.) NATIONAL TUTOR JUDGE

3.8.1. The role of a tutor judge within ACF is to offer instruction, tutoring mentorship and support to trainee judges within ACF. This may be within their own Member Body or to other ACF Member Bodies. Tutor Judges may also be asked to supervise and /or mark assessments.

Essential Criteria to be a Tutor Judge

- Judges must be listed on the ACF (Inc.) National Judges Panel.
- A minimum of three (3 years) experience judging in the particular group/s.
- Must have a comprehensive understanding of ACF Breed Standards of the particular group/s.
- Have communication skills both one on one and within small groups.
- Have experience or willing to learn digital technology that may be used for training purposes.
- Must be able to prepare teaching and assessment documents.

Desirable Criteria

- Experience in a teaching/tutoring role.
- Experience in training cat judges.
- A good understanding of mentorship.

3.8.2. The Judge shall make an application on the required form and forward to the Secretary ACF (Inc.)

3.8.3. Listing on the ACF (Inc.) National Panel of Judges **as a Tutor** is subject to ACF (Inc.) Committee being satisfied as to the judges' qualifications for the chosen Group(s).

3.8.4. Listing on ACF (Inc.) National Panel of Judges as a Tutor Judge will be as follows:

- a) an All-Breeds Judge who wishes to tutor all breeds is shown as an 'All Breeds Tutor'
- b) an All-Breeds Judge or Group Judge who wishes to tutor a particular Group or Groups has '(Tutor)' inserted after the relevant Group(s).

### 3.9. JUDGE EMERITUS<sup>13</sup>

3.9.1. ACF (Inc.) Member or Provisional Member Bodies may grant "Judge Emeritus" title to a Senior Judge who has retired from active judging but may not have relinquished all duties of their former position.

3.9.2. Judge Emeritus must have had at least 15 years senior judging experience as described in these By-Laws Part 4 with ACF (Inc.) Member or Provisional Member Bodies or one or more mutually recognised Cat Control Bod(ies).

3.9.3. Judge Emeritus must be financial members of their member or Provisional Member Body and an honorary member of the ACF (Inc.) Judges Guild.

- 3.9.4. Member or Provisional Member Bodies may appoint by invitation a Judge Emeritus for roles such as:
- a) acting as a Tutor Panel Judge, provided they inform themselves on any new breeds/colours/patterns or changes to breeds/colours/patterns recognised by the ACF (Inc.);
  - b) assisting with mentoring or training handler/steward; or
  - c) other roles as required.

### 3.10. JUDGES TRANSFERRING FROM A BODY RECOGNISED BY ACF (INC.)

3. 10.1. Judges transferring from a Cat Control Body, which has mutual recognition with the ACF (Inc.) [as defined in ACF By-Laws Part I: Clauses 3 and 4], to a Member or Provisional Member Body will be accepted at a level appropriate to their training and experience by the Member or Provisional Member Body as evidenced by the licence issued by the former Cat Control Body and by the last three (3) judging assignments undertaken.
- a) after acceptance of a transferring judge onto its own Judges' Panel, and the subsequent recognition of that judge as a Senior Judge (if not Senior when accepted), a Member or Provisional Member Body may recommend this judge for listing on the ACF (Inc.) National Panel of Judges.
3. 10.2. Listing on the ACF (Inc.) National Panel of Judges is subject to:
- a) ACF (Inc.) being satisfied as to the judges' qualifications.
  - b) receipt by the Secretary ACF (Inc.) of the signed ACF (Inc.) Judges Code of Ethics and Judges Details for Web listing.
  - c) being an active judge as satisfying requirements of Section I Sub-clause I.I(h); and
  - d) being normally domiciled in Australia; and
  - e) being a member of the ACF (Inc.) Judges Guild.<sup>14</sup>.
3. 10.3. Judges transferring with a new Provisional Member Body which was mutually recognised previously with the ACF (Inc.) [as defined in ACF (Inc.) By-Laws Part I: Clauses 3 and 4], will be accepted at a level appropriate to their training and experience by ACF (Inc.) as evidenced by the licence issued by the former Cat Control Body and by the last three (3) judging assignments undertaken.
- a) the subsequent recognition of that judge as a Senior Judge (if not Senior when accepted), the new Provisional Member Body may recommend this judge for listing on the ACF (Inc.) National Panel of Judges
  - b) listing on the ACF (Inc.) National Panel of Judges is subject to compliance with Section 3: Sub-clause 3.9 2.
3. 10.4. A person transferring from a Cat Control Body, which has mutual recognition with the ACF (Inc.) [as defined in ACF (Inc.) By-Laws Part I: Clauses 3 and 4], to a Member or Provisional Member Body under Section 3: Sub-clause 3.8.3 who is yet to complete their judge's training [ie. does not hold the ACF (Inc.) equivalent of Open Judge status] under their former Cat Control Body will have their existing training assessed and where applicable recognised as prior learning.
- a) The ACF (Inc.) Member or Provisional Member Body will:
    - (i) determine the stage of training reached and the requirements necessary in order to complete training under the ACF (Inc.) Judge Training Scheme; and
    - (ii) with the agreement of the person transferring:
      - set out in writing the requirements to be completed to achieve ACF (Inc.) Open Judge status; and
      - appoint the Tutor Panel.
  - b) The Member or Provisional Member Body may seek the opinion of the ACF (Inc.) Judges Guild as to the sufficiency of the agreed requirements reached under sub-clause 3.9.4 (a) (ii) above.
  - c) Following the subsequent recognition of that judge as a Senior Judge, the Member or Provisional Member Body may recommend the judge for listing on the ACF (Inc.) National Panel of Judges.

- d) Listing on the ACF (Inc.) National Panel of Judges is subject to compliance with Section 3: Sub-clause 3.9.2.
3. 10.5. A person transferring from a Cat Control Body, which has mutual recognition with the ACF (Inc.) [as defined in ACF (Inc.) By-Laws Part I: Clauses 3 and 4], to a Member Body [or with a new Provisional Member Body under Section 3: Sub-clause 3.9.3] who is deemed to be an inactive judge by their previous Cat Control Body will have requirements necessary to “reactivate” their licence assessed.
- a) The Member or Provisional Member Body shall, taking into consideration their previous experience as a judge and the length of time they have been absent from judging, determine with the agreement of the returning judge:
- (i) the requirements of a refresher course of training with emphasis on breeds /colours/patterns added since their absence from judging; and
- (ii) the Tutor Panel which in this case shall comprise 3 ACF (Inc.) National Panel of Judges that satisfy the requirements of Section 2: Sub-clause 2.3.2.
- b) Following satisfactory completion of the requirements under sub-clause 3.8.5 (a)(i) above undertake a competency assessment comprising:
- (i) a written assessment of their knowledge of the ACF (Inc.) Breed Standards in the relevant Group/s with emphasis on any new breeds/colours/patterns added since their absence from judging; and
- (ii) a practical assessment of their judging competency as per the ACF (Inc.) Judges Training Curriculum.
- c) The Member or Provisional Member Body may seek the opinion of the ACF (Inc.) Judges Guild as to the sufficiency of the agreed requirements reached under sub-clause 3.9.5 (a) & (b) above.
- d) The results of the competency assessment may require the person to undertake a further course of training and/or judging assignments.
- e) Following the subsequent recognition of that judge as a Senior Judge, the Member or Provisional Member Body may recommend the judge for listing on the ACF (Inc.) National Panel of Judges
- f) Listing on the ACF (Inc.) National Panel of Judges is subject to compliance with Section 3: Sub-clause 3.8.2.

### 3.12. Judges Transferring from a Body not recognised by ACF

3. 12.1. Judges transferring from a Cat Control Body not recognised by ACF (Inc.) [as defined in ACF By-Laws Part I: Clauses 3 and 4] will be required to apply to their Member or Provisional Member Body providing documentation of their training, level of experience (licence) and evidence of the last three (3) judging assignments undertaken.

3. 12.2. The application and documentation will be forwarded to the Secretary ACF (Inc.) who will seek the opinion of the ACF (Inc.) Judges Guild Executive for implementation of competency assessment as follows:
- a) require the competency of their training and experience to be assessed by a panel of three (3) ACF (Inc.) National Panel Judges.
    - (i) undertake a “refresher” course of training.
  - b) following satisfactory completion of the requirements under Sub-clause 3.10.2 (a)(i) above undertake a competency assessment comprising:
    - (i) a written/verbal assessment of their knowledge of ACF (Inc.) Breed Standards; and
    - (ii) a practical assessment of their judging competency as per the ACF (Inc.) Judges Training Curriculum and that:
      - the practical assessment be carried out at a show/s to achieve a minimum of 20 cats representative of 75% of the breeds/colours/patterns in each of the relevant Group/s.
  - c) results of the competency assessment may require the judge to undertake a further course of training and/or judging assignments.
3. 12.3 This opinion will be conveyed to the ACF (Inc.) Executive Committee. The ACF (Inc.) or Provisional Member the ACF (Inc.) Executive Committee will manage the competency assessment process.
3. 12.4. Following the subsequent recognition of that judge as an active Senior Judge, the Member or Provisional Member Body may recommend the judge for listing on the ACF (Inc.) National Panel of Judges.
3. 12.5. Section 3: Sub-clause 3.6 may then apply if the judge’s qualifications and experience are acceptable.

### 3.13. Judges transferring between ACF Member Bodies

3. 13.1. Judges transferring from an ACF (Inc.) Member or Provisional Member Body to another ACF (Inc.) Member or Provisional Member Body will be accepted at a level appropriate to their training and experience by the Member or Provisional Member Body as evidenced by the licence issued by the former Member or Provisional Member Body/ACF (Inc.) and provided they are an active judge [as defined in Section I: Sub-clause I.1(h)].
- a) After acceptance of a transferring judge onto its own Judges’ Panel, and the subsequent recognition of that judge as a Senior Judge (if not Senior when accepted), a Member or Provisional Member Body may recommend this judge for listing as its Member or Provisional Member Body Judge on the ACF (Inc.) National Panel of Judges.
3. 13.2. If the transferring Judges is deemed an inactive judge, they shall comply with the provisions of Section 3: Sub-clause 3.9.5.

### 3.14. An ACF Judge Re-Activating Licence

3. 14.1. An Open/Senior Judge previously on a Member or Provisional Member Body or the ACF (Inc.) National Panel of Judges, who has been declared inactive [as defined in Section I: Sub-clause I.2], will have requirements necessary to “reactivate” their licence assessed.
3. 14.2 The Tutor Panel will determine, with the agreement of the returning judge:
- a) to undertake a refresher course of training before assessment under sub-clause 3.12.2 (b); OR
  - b) to immediately undertake a competency assessment comprising:
    - (i) a written assessment of their knowledge of the ACF (Inc.) Breed Standards in the relevant Group/s with emphasis on any new breeds/colours/patterns added since their absence from judging; and
    - (ii) a practical assessment of their judging competency as per the ACF (Inc.) Judges Training Curriculum.

- 3. 14.3 The results of the competency assessment may require the judge to undertake a further course of training and/or judging assignments.
- 3. 14.4 Following the subsequent recognition of that judge as an active Senior Judge, the Member or Provisional Member Body may recommend the judge for listing on the ACF (Inc.) National Panel of Judges.
- 3. 14.5. Listing on the ACF (Inc.) National Panel of Judges is subject to compliance with Section 3: Sub-clause 3.6.3.

### 3.15 Judges Ongoing Professional Development

- 3. 15.1 Each Member or Provisional Member Body Judges Group [however named] should ensure that all their Judges are required to inform themselves on any new breeds/colours/patterns or changes to breeds/colours/patterns recognised by the ACF (Inc.) General Meeting in that year.
- 3. 15.2 This may be through:
  - a) attendance at organised group seminars/workshops; or
  - b) independent research and presentation at seminar/workshop.
- 3. 15.3 Separate from judging assignments, to maintain their knowledge, Member or Provisional Member Body Judges should participate in a minimum of any two (2) of the following annually:
  - a) Research and provide a paper on a selected topic [not to be restricted to only breeds, but topics requiring higher-level, process and analytical skills]; or
  - b) Participate in a seminar/workshop conducted by the Member or Provisional Member Body Judges Group or another Member or Provisional Member Body Judges Group; or
  - c) Undertake refresher examinations requiring higher-level, process and analytical skills rather than merely rote recall.
  - d) Attend a seminar/workshop conducted by the ACF (Inc.) Judges Guild or another Cat Control Body.

### 3.16. Miscellaneous

- 3.16.1. Any judge regardless of affiliation, who is found guilty by a court of law on a charge or charges pertaining to any matter injurious or prejudicial to the aims and objectives or reputation of the Cat Fancy shall not be recognized as a judge by the ACF (Inc.) or its Member or Provisional Member Bodies.

## SECTION 4 JUDGES' TRAINING CURRICULUM

### 4.1. Preamble

- 4.1.1. This section is to be read in conjunction with the ACF Inc. Judge Training Requirements Section 2.
- 4.1.2. This curriculum is structured in modules.
- 4.1.3. Cadet Judges are required to attain all the competencies in Module 1 before commencing study of any subsequent module.
- 4.1.4. It is recommended that Modules 2 and 4 be studied concurrently.
- 4.1.5. Module 3 is designed to guide practical assessment.
- 4.1.6. A Cadet Judge will have attained an average assessment outcome of at least 80 per cent across all modules 1 to 4 before being deemed competent.
- 4.1.7. A Junior Judge is required to complete Module 5 and attain an average assessment outcome of at least 80 per cent across the module before being deemed competent.
- 4.1.8. A reactivating Judge is required to complete Module 6 and attain an average assessment outcome of at least 80 per cent across the module before being deemed competent.

## 4.2. Modules

4.2.1. The curriculum modules are:

- a) Module 1 – Being a Judge what it Means – covers ethics and techniques and is compulsory as first module.
- b) Module 2 – Anatomy, Genetics, Colours and Patterns – to be adapted to the group being studied.
- c) Module 3 – Judging Practice – covering the practical assessment competencies.
- d) Module 4 – Breed Standards – of the group/s being studied.
- e) Module 5 – Overall Assessment of Junior Judge.
- f) Module 6 – Reactivating of Licence.

## 4.3. Assessment Guidelines for the Tutor Panel

4.3.1. The Goal — Junior Judge Status

- a) A Cadet Judge must be assessed as competent in all of the following to progress to Junior Judge status:
  - (i) content, process, and analytical sections of written examinations.
  - (ii) stewarding with a range of judges during training.
  - (iii) completion of cadet judging assignments at shows, including tasks such as judging side classes.
  - (iv) completion of written assignments as required.
  - (v) active participation in discussions regarding each breed during training.
  - (vi) sharing of resources with other trainees.
  - (vii) completion of all required practical assessments.

4.3.2. The Goal — Open Judge Status

- a) A Junior Judge must be assessed as competent in all the following to progress to Open Judge status:
  - (i) completion of all required practical assessments at shows.
  - (ii) completion of all paperwork, including tasks such as signing of all certificate/awards applicable.

4.3.3. The Goal – Reactivation of former Judge

- a) A former Judge must be assessed as competent in all the following to progress to reactivation as an Open/Senior Judge status:
  - (i) active participation in refresher courses regarding each breed/colour/pattern applicable to the Group(s) in question during training.
  - (ii) written, traditional examinations (consisting of multiple-choice/short answer/extended answer questions).
  - (iii) completion of all required practical assessment(s) at show(s).
  - (iv) completion of all paperwork, including tasks such as signing of all certificate/awards applicable.

4.3.4. Assessing Competence

- a) Assessment of competencies through assignments and examinations for a training program in a group may take many formats, depending on the most appropriate method for assessing the various competencies in the module being completed, including:
  - (i) written assignments requiring reference books and internet research.
  - (ii) group assignments requiring reference book and internet research.
  - (iii) individual presentations on one or more breeds.

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- (iv) group presentations on one or more breeds.
- (v) seminar presentations to other trainees/judges.
- (vi) oral examinations.
- (vii) written, traditional examinations (consisting of multiple-choice/short answer/extended answer questions).
- (viii) open-book examinations (consisting of various question formats requiring higher-level, process and analytical skills rather than merely rote recall). An open book examination allows the examinee to bring ACF (Inc) book of standards, reference books or notes into an examination.
- (ix) practical assignments completed at shows.
- (x) Judge Training Curriculum – Record of Changes



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Record of Changes

Judge Training Curriculum – Record of Changes

Version	Date	Comments
1.	Oct 2012	Ist Issue
2.	Nov	Updated following the Ist 12 months' review.
3.	Jan 2016	Added Clauses:
4	Jan 2017	<p><b>Added Clauses:</b>            3.1.2, 3.6.3(e) &amp; 3.9.2(e): Requirement to be Guild member to be on ACF (Inc.) National Panel.            3.6.4: Judges elevated to National Panel received certificate from ACF.            3.6.5: Annual review of National Panel for compliance with active status.            3.6.6.: Inactive Judges not published on National Panel.</p> <p><b>Amended Clauses:</b>            1.1(h) and renumbered to 1.2 and further explained 'active status"            3.4: References to By-Laws Part I clauses corrected.            3.6.1: Status of National Panel Judges now lists Member Body in brackets.            3.7.1 &amp; 3.7.2: Now unpublished list of International Judges maintained. Judges may put recognised activity in their profile.</p>
5	Jan 2020	<p><b>All:</b>            Changed Title back to Judges Training <i>Scheme</i> in lieu of <i>Programme</i> (as that is how it is referred to).            Renumbered sub-clauses to all numeric sequencing in in lieu of mix alpha/numeric/dot points.            Included reference to Provisional Member bodies throughout.</p> <p><b>Added Clauses:</b>            1.5: Definition of Provisional Member Body in line with Constitution 2019.            1.8.1 &amp; 3.8: Definition of Emeritus Judge.</p> <p><b>Amended Clauses:</b>            1.1(h): to now 1.2 and further clarified Active judge requirements.            2.4.4(c) &amp; 2.5.2: included timeframe for returning Cadet marked papers.            2.4.5: included timeframe for proving documentation to Member or Provisional Member Body on completion of course.            3.4, 3.9 &amp; 3.10: All references to By-Laws Part I clauses corrected.</p>
6	Feb 2022	3.8 Added ACF Tutor Judge, renumbered clauses
7	Oct 2023	2.2.2 Amended period from 5 to 3 Added new clause c0 & d) and renumbered other dot points 2.4.6 Added 2.5.I amended to read Sub clause 4.3.4 and method of assessment 4.3.4 Expanded Open book examination