



## MESSAGE FOR ALL COMPETITORS, SPECTATORS

### Importance of reporting misconduct, abuse or aggression Incidents

Anyone (competitor, volunteer, or spectator) witnessing an incident of aggression, abuse, misconduct or unsportsmanlike behaviour at an AAC event is encouraged to fill out an Incident Report. The form can be found at <https://www.aac.ca/en/Competitor-Forms>. All reports must be submitted to the AAC Administrator ([admin@aac.ca](mailto:admin@aac.ca)) within 14 days of the incident.

All incident reports will be considered by the Discipline Committee and those found to be within the mandate of the Committee will result in a hearing. Deliberation by the Discipline Committee (DC) does not start until all parties have had the opportunity to respond to the complaint.

An Incident Report does not automatically generate a formal Complaint to the Disciplinary Committee unless so indicated in the Report itself that the Reporter wishes to be “An Official Complainant”. The DC will only/always investigate Official Complaints. However, if the AAC administrator records several Incident Reports for the same violation and same alleged violator, the AAC administrator will forward them to the DC who will conduct an evaluation to detect repetitive/serious allegations and will initiate an official complaint if it deems it is necessary.

## MESSAGE FOR ALL AAC OFFICIALS

(AAC Board, Employees, Judges, AAC Committees, Host Trial Committee)

Officials have the responsibility and obligation to report all incidents.

When a Judge or other trial official either witnesses or is made aware of an incident, they must:

- a. inform the Judge and/or Trial Host
- b. proceed with a preliminary investigation. A preliminary investigation will include speaking to the individuals involved in the incident as well as any witnesses and obtaining names and contact information from all individuals.
- c. Inform all parties of the responsibility of the judge or official to report the incident to the DC and encourage the concerned party, the accused, and witnesses to complete an Incident Report.
- d. recommend to both parties find witnesses and request that they fill in an Incident Report Form
- e. complete an Incident Report and submit it either to the trial host or directly to the AAC

In addition, when a judge witnesses an act of dog aggression in their ring, they have an obligation to:



## Standard Operating Procedures at AAC Trials

### Disciplinary Issues

P&P #003.2

- a. dismiss the dog from the class.
- b. finish judging the class and quickly consult with the parties involved and if warranted dismiss the dog for the day or from the trial site altogether.

When a competitor, volunteer or spectator witnesses an incident of misconduct, an act of abuse or dog aggression or a violation of the Code of Conduct:

- a. they are encouraged to Inform the Judge or trial host as soon as possible, and
- b. complete an Incident Report and submit it either to the trial host or directly to the AAC.
- c. If they are not able to report the incident on site they are still encouraged to complete an incident report and submit it to the AAC administrator within 14 days of the incident.

\*Judges have the authority in the ring, Trial Chair has authority outside the ring; but both are expected to work together when needed.

Both the officiating Judge (or Judges) of a Trial, as well as the Trial Chair have an obligation to complete a "Trial Report" indicating that no incidents occurred during a given Trial and send it with the other documents returned to the AAC to confirm an incident free Trial.

### Additional Host Trial Committee's Responsibilities

1. Before confirmations are sent to competitors, the registrations must be compared with the list of suspensions (as displayed on the AAC website 7 days before Trial begins). Entries for suspended dogs or suspended handlers must be refused if the Trial dates are within the suspension period. It is also expected that dogs suspended for aggression issues not attend AAC events in order to avoid future aggression incidents while on suspension. If the Host Committee becomes aware of a suspended dog being present, it has a responsibility to ensure it is expelled from the Trial site.
2. At the Trial, display a printed version of this Standard Operating Procedure so it may be consulted by all officials, competitors and spectators and be prepared to provide blank Incident Report Forms as needed.
3. At the end of a Trial: Provide any Incident Report that may have been filled out during the course of the trial to the trial secretary so they may be submitted at the same time as the trial results. The Trial Chair should make every effort to obtain reports from the complainant, the accused, the Judge, and any witnesses.

If NO incidents occurred during the trial an Incident Report indicating: No Incidents occurred must be submitted.

All reports must be sent by email to [admin@aac.ca](mailto:admin@aac.ca)



Some examples of incidents and/or complaints:

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| <b>Misconduct</b>  |
| <ul style="list-style-type: none"> <li>Physical altercation</li> </ul>   |
| <ul style="list-style-type: none"> <li>Abusive or foul language/verbal altercation or verbal confrontation of officials or other competitors</li> </ul>  |
| <ul style="list-style-type: none"> <li>Personal property damage</li> </ul>   |
| <ul style="list-style-type: none"> <li>Impairing a club's/group's ability to retain a site</li> </ul>  |
| <ul style="list-style-type: none"> <li>Failure to properly control a dog at a trial</li> </ul>   |
| <ul style="list-style-type: none"> <li>Disruptive behaviour at a trial</li> </ul>  |
| <ul style="list-style-type: none"> <li>Unsportsmanlike conduct that demonstrates a lack of respect for fellow competitors, volunteers, hosts, spectators, or dog(s), either in person, or via <b>social media</b></li> </ul> |
| <ul style="list-style-type: none"> <li>Attempt to gain competitive advantage through improper actions on or off the course</li> </ul>  |
| <ul style="list-style-type: none"> <li>Violation of the AAC Code of Conduct</li> </ul>   |
| <b>Misconduct Against a Judge</b>  |
| <ul style="list-style-type: none"> <li>Any comment (written or verbal) or behavior in person or through <b>social media</b> that is disrespectful of a judge or their authority but not disruptive</li> </ul>                |
| <ul style="list-style-type: none"> <li>Any comment or behavior that is disrespectful of a judge or their authority that causes a disruption at the trial</li> </ul>  |
| <ul style="list-style-type: none"> <li>Repeated attempts to influence a judge (e.g., to change a ruling, height measurement or modify a course, etc.)</li> </ul>   |
| <b>Inappropriate Treatment of a Dog(s)</b>   |
| <ul style="list-style-type: none"> <li>Physical abuse at or in connection with a trial (e.g., harsh correction or inappropriate physical contact)</li> </ul>   |
| <ul style="list-style-type: none"> <li>Neglect at or in connection with a trial (e.g., leaving a dog in a vehicle without proper ventilation or shade in the heat)</li> </ul>  |
| <ul style="list-style-type: none"> <li>Mistreatment at or in connection with a trial (e.g., verbal abuse, excessive discipline or training)</li> </ul>   |
| <b>Violation of AAC or Host Club/Group Published Regulations</b>   |
| <ul style="list-style-type: none"> <li>Disregard/violation of published club/group regulations (e.g., parking, crating, leash rules etc.)</li> </ul>   |
| <b>Dog Aggression</b>  |
| <ul style="list-style-type: none"> <li>Dog in the ring leaves and chases, menaces, or threatens a person or dog outside the ring</li> </ul>  |
| <ul style="list-style-type: none"> <li>Dog in the ring displays threatening or menacing behaviour toward the Judge, a ring steward or a dog standing outside the ring</li> </ul>   |
| <ul style="list-style-type: none"> <li>Dog in the ring leaves and attacks another dog</li> </ul>   |
| <ul style="list-style-type: none"> <li>Dog runs into the ring and attacks the dog on course</li> </ul>   |
| <ul style="list-style-type: none"> <li>Dog in the ring attacks any person</li> </ul>   |
| <ul style="list-style-type: none"> <li>Dog displays threatening or menacing behaviour while being measured</li> </ul>  |
| <ul style="list-style-type: none"> <li>Dog attacks any person while being measured</li> </ul>  |