

**Final for Distribution – 12.04.2024**  
**THE KENNEL UNION OF SOUTHERN AFRICA**  
**MINUTES OF A SPECIAL MEETING OF THE FEDERAL COUNCIL**  
held on  
**THURSDAY, 4 APRIL 2024**  
at 17h30 on MS Teams

Item	Sub-Item	Sub-Item	MINUTES
1			<p><b>Notice of the Meeting</b></p> <p>The Chairman opened the Special Meeting of the Federal Council and requested the Acting KUSA Secretary to read the Notice of the meeting, officially given on <b>15 February 2024</b>, at the Fedco 02-2024 Special Meeting held on that date.</p>
2			<p><b>Attendance &amp; Apologies</b></p> <p>To record attendance and apologies.</p> <p>Attendance:  Clr JM Hubbard (Chairman of the Federal Council) – JH or “Chairman”, depending on context  Clr C Chelchinsky (Vice-Chairman – DOGSPC) – CC  Clr NJ du Preez (Chairman – NAPC) – NdP  Clr RB Jenkins (Chairman – Exco) – BJ  Clr RD Jukes (Chairman – FS&amp;NCPC) – RJ  Clr N Redtenbacher (Chairman – DOGSPC) – NR  Clr DC Sparg (Chairman – EC&amp;BPC) – DS  Clr L Thornhill (Chairman – WCPC) – LT  Clr MW Vorster (Chairman – KZNPC) – MV</p> <p>Staff in Attendance:  Mrs P Midgley (General Manager) – PM  Mr BG Robinson (Acting KUSA Secretary) – GR</p> <p>The Chairman welcomed all present and extended a special word of welcome to NR, attending her first constituted meeting of the Federal Council.</p> <p>With nine Federal Councillors present, GR declared the majority for the changing of Articles and Schedules to be <b>six</b> (two-thirds), whereas <b>five</b> would constitute a <b>simple majority</b>, as required for any other decision to carry.</p> <p>The Chairman informed the meeting that, due to possible unpredictable loadshedding, or power outages, during the meeting, some Federal Councillors might be forced to drop off the Teams call for undeterminable periods. In order not to disturb the quorum requirements, GR appealed to the Councillors to agree to the following protocol:</p> <p>Since Federal Councillors, by way of the Agenda, had been put into prior knowledge of all matters likely to be proposed for decision or resolution, they needed to state their intention to cast a dissenting vote on any such proposal <b>at the present time</b>. In the absence of prior notice of dissent, the vote of any Federal Councillor <i>in absentia</i> during the meeting <b>will be counted in favour</b> of any decision taken, or resolution passed.</p> <p><b>On a proposal from JH, seconded by LT, it was resolved, unanimously</b>, that periods of unforeseen absenteeism by a Federal Councillor during the meeting <b>would not disturb the quorum</b> and that, in all such instances, the <b>above protocol would apply</b>.</p> <p><b>No dissenting votes on any matter likely to be tabled for decision or resolution were advised or placed on record.</b></p>

<b>3</b>			<p><b>Matters to be discussed</b></p> <p>Confirmation that, in terms of Article 16.1, this Special Meeting of the Federal Council has been convened upon the <b>unanimous requisition</b> of the members of the Federal Council to consider and, where necessary, discuss the following:</p>
<b>4</b>			<b>MINUTES OF THE SPECIAL MEETING OF 15 FEBRUARY 2024</b>
	<b>4.1</b>		<p><b>Minutes of the Special Meeting of 15 February 2024 to be approved and adopted</b></p> <p>On a proposal from NdP, seconded by CC, the Minutes of the Special Meeting of the Federal Council held on Thursday, 15 February 2024, were <b>approved, unanimously</b>, and accordingly, <b>adopted</b>.</p>
	<b>4.2</b>		<p><b>Matters Arising from the Minutes not covered by the Agenda</b></p> <p>No matters were raised.</p>
<b>5</b>			<b>ADMINISTRATIVE MATTERS</b>
	<b>5.1</b>		<p><b>Article 12.5 – Declarations of Interest</b></p> <p><i>The Article reads: “Any member nominated to sit on the Federal Council, Executive Committee of the Kennel Union as well as the Executive Members (Chairman, Vice-Chairman, Secretary, Treasurer) of any Provincial Council of the Kennel Union, shall declare within one (1) month of appointment to the Secretary in writing all their interests, of whatsoever nature, in dog related activities. Where the governing body of the Kennel Union, or such person or persons to whom the authority is delegated, determine that any interests are in conflict with those of the Kennel Union, such nominated members’ appointment shall ipso facto be terminated.</i></p> <p>GR informed the meeting that he had taken the liberty of requesting Declarations from <b>all</b> Federal Councillors, since some Declarations might have changed since last submitted. Following his request, he received fresh Declarations from the Chairman, NdP and RB, as well as the Declaration from new Federal Councillor, NR. He requested the Chairman to scroll her screen-shared Working Agenda document to enable the members of Fedco to peruse three of these submissions. He thereafter requested PM to read out the fourth submission.</p> <p>Since the Declarations of Interests of the four Federal Councillors were devoid of conflict with the activities or interests of KUSA, they were <b>accepted, unanimously</b>.</p> <p>In conclusion, GR appealed to the remaining Federal Councillors to respond to his request for the submission of updated Declarations of Interests. If a Fedco member’s interests had not changed since the last Declaration, Fedco members were requested to confirm this in their responses.</p> <p><b>Noted.</b></p>
			<b>AT THIS POINT, THE CHAIRMAN ADVISED THE MEMBERS OF THE FEDERAL COUNCIL THAT, SINCE SHE WAS DEPENDENT ON UNSTABLE GENERATED POWER DUE TO A POWER OUTAGE IN HER AREA, AND GIVEN THE POSSIBLE THREAT OF LOADSHEDDING IN THE AREAS WHERE OTHER FEDERAL COUNCILLORS WERE LOCATED, SHE DEEMED IT ADVISABLE TO DEVIATE FROM THE ORDER OF PROCEEDINGS IN THE PUBLISHED AGENDA TO IMMEDIATELY DEAL WITH THE ELECTIONS UNDER AGENDA ITEMS 4.3, 4.4 AND 4.5. THE MINUTES OF THE MEETING WOULD BE RENUMBERED TO ACCORD WITH THE REVISED ORDER OF PROCEEDINGS.</b>
	<b>5.2</b>		<b>Election of a Chairman of the Judges Education Council (JEC), a Fedco Member to serve on the Breed Standards Committee and a Vice-Chairman of the Federal Council</b>

		<p>The Chairman proposed to the members of the Federal Council that the protocol bulleted below should be observed for the three elections to follow:</p> <ul style="list-style-type: none"> <li>• That, should any of the three positions be contested, in other words, should more than one seconded nomination be received for any of the offices and the nominations be accepted by all the nominated candidates, the two (or more) contestants be excused from the meeting <b><i>on the understanding that their votes would be counted in favour of</i></b> themselves, and</li> <li>• That, once the remaining Federal Councillors have deliberated and cast their votes, the candidates be requested by WhatsApp message, sent by PM, to re-join the meeting, after which the result would be announced by GR, and</li> <li>• That, GR and PM be entrusted with the scrutiny of the votes and verification of the results.</li> </ul> <p><b>There were no objections to the protocol proposed above.</b></p>
5.3		<p><b>Election of a Federal Councillor to serve as the Chairman of the Judges Education Council</b></p> <p>The former Chairman of the Judges Education Council (JEC), Mr BG Robinson, had resigned as Chairman of DOGSPC on 16.02.2024, and thereby vacated his seat on the Federal Council and his position as Chairman of the JEC.</p> <p>In accordance with Clause 7 of the JEC Constitution:</p> <p><b>7. Membership</b></p> <p>7.1. The Members of the JEC shall be appointed by the Federal Council on the recommendation of its two (2) Federal Council Representatives (refer to clause 7.3), and serve at the sole discretion of the Federal Council</p> <p>7.2. The Federal Council shall have the right to terminate the appointment of any Member at any time with immediate effect.</p> <p>7.3. The Members of the JEC shall comprise the number of persons required to execute its various functions at any given time, inclusive of the two (2) Federal Council Representatives, designated appointed Chairman of the JEC and Vice-Chairman of the JEC respectively, the balance of whom to act in positions styled and approved by the Federal Council from time to time, fulfilling the key functions associated with those positions as determined by the Federal Council and appended as Annexure “B” hereto.</p> <p><b>Election of a Chairman of the JEC:</b></p> <p><b>JH proposed that MV be elected to the position of Chairman of the JEC.</b> This proposal was seconded by NdP.</p> <p>There were no further nominations and the Chairman enquired from MV whether he would be prepared to serve in this office, if elected. He replied in the affirmative.</p> <p><b>In consequence, the Chairman declared MV duly and unanimously elected as the Chairman of the JEC for the unexpired portion of the term of the Immediate Past Chairman, ending at Fedco 12-2024, when the appointments of all the members of the JEC would be up for review by Fedco.</b></p> <p><b>Effective immediately.</b></p>

		<p><i>[Note: On an enquiry from PM, it was agreed that a Notice announcing the appointment of MV as Chairman of the JEC should be drafted and published on the KUSA website and Facebook Page as soon as possible after the general release of the Minutes.]</i></p>
5.4		<p><b>Election of a Member of Fedco to serve on the Breed Standards Committee</b></p> <p><b>Breed Standards Committee:</b>  <i>(KUSA Breed Standards Protocol 01.01.2024)</i>  <i>At Fedco 12-2023, it was decided to reduce the number of Fedco members of the BSC to two (2), with any disagreement between them to be referred to the Federal Council for a final decision by simple majority.</i></p> <p>With the appointment of Mr BG Robinson as Acting KUSA Secretary, it was incumbent on the Federal Council to appoint a member of the Council to serve on the Breed Standards Committee with MV.</p> <p><b>Election of a Member of the Breed Standards Committee:</b></p> <p><b>JH proposed that BJ be elected to serve with MV on the Breed Standards Committee.</b> This proposal was <b>seconded by RJ.</b></p> <p>There were no further nominations and the Chairman enquired from BJ whether he would be prepared to serve as a member of the Breed Standards Committee. He replied in the affirmative.</p> <p><b>In consequence, the Chairman declared BJ unanimously elected as a member of the Breed Standards Committee for an indefinite period.</b></p> <p><b>Effective immediately.</b></p>
5.5		<p><b>Election of the Vice-Chairman of the Federal Council – Article 16.2.2.2 &amp; 16.2.1.1</b></p> <p><i>At the Fedco 12-2023, the Chairman declared Clr BG Robinson duly elected as Vice-Chairman of the Federal Council of KUSA for a term of two years, terminating on 31.12.2025.</i></p> <p>The former Vice-Chairman of the Federal Council, Mr BG Robinson, had resigned as Chairman of DOGSPC on 16.02.2024, and thereby vacated his seat on the Federal Council and, in consequence, also the office of Vice-Chairman of the Federal Council.</p> <p><i>The Articles state:</i>  <i>“16.2.2.2 the Federal Council shall elect from their number a Vice-Chairman who shall remain in office for a term of two (2) years.”</i></p> <p><i>“16.2.1.1 Should the Chairman of the Federal Council resign, -----, Should the Vice-Chairman of the Federal Council resign, become ineligible to continue in the office in terms of Article 15, become permanently disabled or die in Office, the Federal Councillors shall within sixty (60) days elect from their number a person to serve as Vice-Chairman of the Federal Council for the remaining period of the Vice-Chairman’s term of Office.”</i></p> <p><b>Election of a Vice-Chairman of the Federal Council:</b></p> <p><b>JH proposed that NdP be elected to the position of Vice-Chairman of the Federal Council.</b> This proposal was <b>seconded by LT.</b></p> <p>There were no further nominations and the Chairman enquired from NdP whether he would be prepared to serve in this office, if elected. NdP replied in the affirmative and added that it would be a great honour for him to serve the Federal Council and KUSA in this exalted capacity.</p>

		<p><b>In consequence, the Chairman declared NdP duly and unanimously elected as the Vice-Chairman of the Federal Council of KUSA for the unexpired portion of the term of the Immediate Past Vice-Chairman, ending at Fedco 12-2025.</b></p> <p><b>Effective immediately.</b></p> <p><i>[Note: It was agreed that a Notice announcing the appointment of NdP as Vice-Chairman of the Federal Council should be prepared for the KUSA website and Facebook Page and published as soon as possible after the general release of these Minutes.]</i></p>
	5.6	<p><b>Ratification of KUSA's employment of a Registrations &amp; Canine Health Administrator and a Shows &amp; Clubs Assistant (FDF 12 March 2024)</b></p> <p>During a discussion at the FDF held on Tuesday, 12 March 2024, the Federal Council reached the unanimous conclusion that <b>Mrs CM Immelman</b> and <b>Mrs AA Esterhuizen</b> were the preferred candidates to be appointed to the advertised positions of <b>KUSA Registrations &amp; Canine Health Administrator</b> and <b>KUSA Shows &amp; Clubs Assistant</b>, respectively, both on a limited term contract basis, as follows:</p> <ul style="list-style-type: none"> <li>• A Limited Duration Contract for twelve (12) months for Mrs CM Immelman as Registrations &amp; Canine Health Administrator</li> <li>• A Limited Duration Contract for six (6) months for Mrs AA Esterhuizen to hold the position of Shows &amp; Clubs Assistant</li> </ul> <p>Fedco <b>noted</b> that, as authorised at the FDF on Tuesday, 12 March 2024, PM had proceeded with the task of agreeing the terms of employment with the two candidates and, thereafter, extending the Limited Duration Contracts to them. Both contracts were finalised and executed without delay and the candidates assumed their duties as from 1 April 2024.</p> <p><b>For ratification.</b></p> <p><b>On a proposal from NdP, seconded by JH, the appointments of Mrs CM Immelman as KUSA Registrations &amp; Canine Health Administrator and Mrs AA Esterhuizen as KUSA Shows &amp; Clubs Assistant were ratified, unanimously.</b></p> <p><b>Effective immediately.</b></p>
		<p><b>AT THIS POINT, THE CHAIRMAN REQUESTED CC TO ASSIST HER WITH CALLING IN COUNCILLORS WHO HAD "RAISED A HAND", THEREBY INDICATING THEIR INTENTION TO SPEAK ON A MATTER UNDER DISCUSSION.</b></p>
	5.7	<p><b>Article 16.2.3 – Appeals Committee (Fedco 12-2023 Item 3.5.8)</b></p> <p>The Article states:</p> <p><i>"The Federal Council shall nominate at least three (3) members of the Federal Council, who shall act as an Appeals Committee on behalf of the Federal Council to consider any appeals lodged in terms of the Disciplinary Rules."</i></p> <p><i>"[Note: It was customary for all Federal Councillors to be elected to the Appeals Committee. Three members were appointed to consider an Appeal, when necessary.]"</i></p> <p><b>Extract from the Fedco 12-2023 Minutes:</b></p> <p><i>"NdP informed the meeting that, over time, he had noticed a number of inconsistencies in the manner in which Appeals Committee Hearings have been conducted and reported and believed the time had come to appoint a "Standing Chairman" for Appeals. He proposed that this position should be filled by the person who, for the time being, held the office of <b>Vice-Chairman of the Federal Council.</b>"</i></p>

		<p><i>Discussion ensued and further clarity was provided by NdP. In the interest of consistency in the manner in which criteria pertinent to Appeals were applied, the Chairman expressed her support for NdP's proposal and enquired whether any of the other members of Fedco held a different view. No dissenting views were expressed and the Chairman suggested that the proposal be formalised as a resolution of the Federal Council.</i></p> <p><b><i>On a proposal from GR, seconded by MV, it was resolved, unanimously, that, in future, the Vice-Chairman of the Federal Council, for the time being, should chair any Fedco Appeals Committee (FAC) as contemplated under Schedule 01 Rule 1.7.</i></b></p> <p><i>[Note: The profile of the FAC is not formalised in Schedule 01, hence the regular confirmation in the Minutes of Fedco Meetings that the FAC shall, in every case, comprise three members of Fedco. In view of the above resolution, the chairmanship of the FAC would now become a supplementary element to Fedco's customary statement on the composition of the FAC. It might well be advisable to formalise the composition of the FAC in Schedule 1 in due course.]"</i></p> <p><b>For decision.</b></p> <p>On the invitation of the Chairman, GR explained the dilemma caused by the resignation of the Immediate Past Vice-Chairman of the Federal Council in relation to the Fedco resolution quoted above. In terms of Schedule 01, the KUSA Secretary and the KUSA Legal Adviser constitute the Sub-Committee of Inquiry (SCI), the body which evaluates any complaint in order to decide whether it merits a disciplinary hearing or, alternatively, warrants dismissal. Since the newly elected Vice-Chairman of Fedco is also the KUSA Legal Adviser, he would be compromised with regard to serving on any Fedco Appeals Committee (FAC).</p> <p>GR informed the members of Fedco that he had alerted NdP to the potential problem, should it be his intention to make himself available as Vice-Chairman of Fedco. Having applied his mind to the problem, NdP advised GR of the most obvious and suitable solution, which he was now invited to share with Fedco.</p> <p>NdP informed Fedco that, in his view, the only viable option was to rescind the resolution made at Fedco 12-2024 and to replace it with a similar resolution citing the <b>Chairman</b> of the Federal Council as the person to chair the FAC in future.</p> <p>Upon a question by GR, JH indicated her willingness to undertake this responsibility, but expressed the hope that it would be an interim measure, pending a more suitable constitutionally enshrined solution in the foreseeable future.</p> <p>On a <b>proposal from NdP, seconded by LT, and approved, unanimously</b>, the Fedco resolution in question was rescinded and replaced with the following resolution:</p> <p><b><i>In future, the Chairman of the Federal Council, for the time being, shall chair any Fedco Appeals Committee (FAC) as contemplated under Schedule 01 Rule 1.7.</i></b></p> <p><b>Effective immediately.</b></p>
6		<p><b>MATTERS RELATING TO THE JUDGES EDUCATION COUNCIL (JEC)</b></p>
	6.1	<p><b>Proposed amendments to the KUSA Breed Judges' Learning Programme, Schedule 10 Appendix 1 (Group Course), Schedule 10 Appendix 3 (Breed Specialisation Course), and related Forms, Study Guides and the scripts of the Paper 1 and various Papers 2 exams to enforce a compulsory pass in all the sections of the Group Course exams (Paper 1 &amp; Paper 2) and Breed Specialisation Course (Paper 2)</b></p> <p>Submitted by the Judges Education Council.</p> <p><b>Motivation:</b></p>

Paper 1 of the KUSA Breed Judges' Learning Programme for the Group Course comprises 2 sections, each with a different mark value as indicated below:

- **Canine Physiology** (150 marks)
  - **KUSA Regulations & Procedures** (50 marks)
- 200** marks in total

Paper 2 of the KUSA Breed Judges' Learning Programme for the Group Course and Breed Specialisation Course comprises 3 sections, each with a different mark value as indicated below:

- Group Course: **KUSA Breed Standards (for the particular Group)** (200 marks), **Canine Physiology** (60 marks) and **KUSA Regulations & Procedures** (40 marks) – **300** marks in total
- Breed Specialisation Course: **KUSA Breed Standard & Assignment** (160 marks), **Canine Physiology** (50 marks) and **KUSA Regulations & Procedures** (40 marks) – **250** marks in total

In terms of the current Regulations, the pass mark for Paper 1 is **80% across the two sections**. For Paper 2 (Group Course) and Paper 2 (Breed Specialisation Course) the pass mark is **75% across the three sections**.

An analysis of the moderated examination results applicable to marginal passes of Papers 1 and 2 over a number of exam sessions revealed the disturbing outcome that, despite failure in one of the sections, some marginal exam passes were achieved through passes in the other sections. In the view of the JEC, this was an extremely discomfiting revelation, defeating one of the principal objectives of endowing Licensed Judges with a broad-based knowledge of **all** the tools required for judging.

The recommended way of countering the adverse outcome that failure of any section of the Paper 1 or Paper 2 can still result in an overall pass for the candidate if sufficient marks had been obtained in the other sections, is to regulate a **mandatory pass mark of 80% in both sections of Paper 1 and 75% in all three sections of the Papers 2**. The point of every exam is to test the candidate's knowledge in different sections, all essential for the effective performance of a qualified Judge. Inadequacy in any one of the sections detracts from Learner Judge's competence to meet the requirements expected of a Licensed Judge by Clubs and exhibitors.

#### **Proposal:**

Proposed amendments to Schedule 10 Appendix 1 (Group Course) & Schedule 10 Appendix 3 (Breed Specialisation Course), which amendments to carried over to Forms, Study Guides and the scripts of Paper 1 and various Papers 2 exams.

Insertions in **bolded red underlining** and deletions in [~~struck out square brackets~~]

#### **1.5 EXAMINATION: PAPER 1**

1.5.1. On the successful completion and assessment of the Course Introduction and the Open-book Worksheet, the Candidate Judge may apply to sit the first examination, Paper 1, without reference books or material, held usually in June or November.

1.5.2. Candidate Judges who wish to sit Paper 1 in June, must make application to join the Breed Judges' Learning Programme by 15 January, and those who wish to sit Paper 1 in November, must make application to join the Breed Judges' Learning Programme by 1 July. These closing dates are finite and late applications will be held over till the next examination date.

1.5.3. Registrations for the June examination close on 15 May and registrations for the November examination close on 1 October. No late registrations will be accepted and the date on the Proof of Payment accompanying the Examination Registration Form will serve as the Candidate Judge's Registration Date.

1.5.4. Paper 1 is a combined examination that comprises two (2) sections:

1.5.4.1. Canine Physiology (150 marks)

1.5.4.2. KUSA Regulations & Procedures (50 marks), for which the following need to be studied:

- The Articles (content applicable to Members & Judges);
- Schedule **01**-Disciplinary Rules (content specifically applicable to Judges);
- Schedule **03**-Regulations for Championship Shows;
- Schedule **09**-KUSA Code of Ethics applicable to KUSA Members in general
- Schedule **09** Appendix B – Code of Conduct and Practice applicable to Judges
- Temporary Exclusion Order (TEO) Manual

1.5.5. The format of the examination will be multiple choice, naming and labelling questions.

11.5.6. Paper 1 will carry 200 marks with a minimum pass requirement of 80%[-] **for each of the two (2) sections of KUSA Regulations & Procedures and Canine Physiology.**

**1.5.7. Failure to achieve the required pass mark of 80% in any one of the two (2) sections as confirmed in Regulation 1.5.6, will result in automatic failure of Paper 1.**

1.5.[7]8. The duration of the examination shall be no longer than 2 hours.

1.5.[8]9. Examination papers will be marked by the JEC Examination Officer and moderated by at least one qualified Moderator before results are made known.

1.5.[9]10. Examination Candidates will be notified by the KUSA Office of their success or failure in the examination and a percentage mark shall be given.

1.5.1[0]1. No correspondence will be entered into following the examination.

1.5.1[4]2. If the Candidate is successful, he/she may register with the KUSA Judges' Department to begin studies for one of the following:

1.5.1[4]2.1. a Group Course (See Reg. 2. below)

1.5.1[4]2.2. the Junior Showmanship Course (See Schedule 10, Appendix 2) or

1.5.1[4]2.3. a Breed Specialisation Course (See Schedule 10, Appendix 3)

1.5.1[2]3. If the Candidate is unsuccessful, he/she may register to rewrite the examination at any future examination opportunity.

1.5.1[3]4. A re-marking facility will be available on payment of a fee, as determined by the KUSA Office.

## **2.5. EXAMINATION: PAPER 2:**

2.5.1. On the successful completion of the whole level of study, the Learner Judge may apply to sit the examination, Paper 2, without reference books or material, held usually in June or November.

2.5.2. Registrations for the June examination close on 15 May and registrations for the November examination close on 1 October, and the date on the Proof of Payment accompanying the Examination Registration Form will serve as the Learner Judge's Registration Date. Since no late exam registrations will be accepted, a Learner Judge who fails to complete requested revisions to the Portfolio (if applicable) to the satisfaction of the JEC before the closing date for exam registrations, shall have the registration held over till the next examination date.

2.5.3. Paper 2 is a combined examination that comprises three (3) sections

2.5.3.1. KUSA Breed Standards (200 marks)

2.5.3.2. KUSA Regulations & Procedures (40 marks), for which the following need to be studied:

- The Articles (content applicable to Members & Judges);
- Schedule **01**-Disciplinary Rules (content specifically applicable to Judges);
- Schedule **03**-Regulations for Championship Shows;
- Schedule **09**-KUSA Code of Ethics applicable to KUSA Members in general
- Schedule **09** Appendix B – Code of Conduct and Practice applicable to Judges
- Temporary Exclusion Order (TEO) Manual

2.5.3.3. Canine Physiology (60 marks)

2.5.4. The format of the examination will be multiple choice, naming, and labelling questions.

2.5.5. Paper 2 will carry 300 marks with a minimum pass requirement of 75% [~~across all papers.~~] **for all three (3) sections individually, i.e. 75% for each section of KUSA Breed Standards, KUSA Regulations & Procedures and Canine Physiology.**



**2.5.6. Failure to achieve the required pass mark of 75% in any one of the three (3) sections as confirmed in Regulation 2.5.5, will result in automatic failure of the Paper 2 for the Group Course in question.**

2.5.[6]7. The duration of the examination shall be no longer than 3 hours.

2.5.[7]8. Examination scripts will be marked by the JEC Examination Officer and moderated by at least one qualified JEC Moderator before results are made known.

2.5.[8]9. Examination Candidates will be notified by the KUSA Office of their success or failure in the examination and a percentage mark shall be given.

2.5.[9]10. No correspondence will be entered into following the examination.

2.5.[10]11. If the Examination Candidate is successful, he/she may register with the KUSA Judges' Department to begin studies for a new course of study, if desired.

2.5.[11]12. If the Examination Candidate is unsuccessful, he/she may register to rewrite the examination at any future examination opportunity.

2.5.[12]13. A re-marking facility will be available on payment of a fee, as determined by the KUSA Office.

## **SCHEDULE 10 APPENDIX 3 BREED SPECIALISATION COURSE**

### **7. EXAMINATION: BREED SPECIALISATION**

7.1. On the successful completion of the whole level of study, the Learner Judge may apply to sit the examination, Breed Specialisation, without reference books or material, held usually in June or November.

7.2. Registrations for the June examination close on 15 May and registrations for the November examination close on 1 October. No late registrations will be accepted and the date on the Proof of Payment accompanying the Examination Registration Form will serve as the Learner Judge's Registration Date. Since no late exam registrations will be accepted, a Learner Judge who fails to complete requested revisions to the Portfolio (if applicable) to the satisfaction of the JEC before the closing date for exam registrations, shall have the registration held over till the next examination date.

7.3. The format of the examination will be multiple choice, labelling, long questions and an essay.

7.4. The content of the examination will cover:

7.4.1. KUSA Regulations and Procedures (40 marks), for which the following need to be studied:

- The Articles (content applicable to Members & Judges);
- Schedule 01-Disciplinary Rules (content specifically applicable to Judges);
- Schedule 03-Regulations for Championship Shows;
- Schedule 09-KUSA Code of Ethics applicable to KUSA Members in general
- Schedule 09 Appendix B – Code of Conduct and Practice applicable to Judges
- Temporary Exclusion Order (TEO) Manual

7.4.2. Canine Physiology (50 marks)

7.4.3. **KUSA** Breed Standard & Assignment (See 6.5. above) (160 marks)

7.5. Paper 2 will carry 250 marks with a minimum pass requirement of 75% [.] **for all three (3) sections individually, i.e. 75% for each section of KUSA Breed Standard & Assignment, KUSA Regulations & Procedures and Canine Physiology.**

**7.6. Failure to achieve the required pass mark of 75% in any one of the three sections as confirmed in Regulation 2.5.5, will result in automatic failure of the Paper 2 for the Breed Specialisation Course in question.**

7.[6]7. The duration of the examination shall be no longer than 3 hours.

7.[7]8. The examination script will be marked by the JEC Examination Officer and moderated by at least one qualified JEC Moderator before results are made known.

7.[8]9. The Examination Candidate will be notified by the KUSA Office of his/her success or failure in the examination and a percentage mark shall be given.

7.[9]10. No correspondence will be entered into following the examination.

**[Note:**

		<ul style="list-style-type: none"> <li>• If approved by Fedco, the consequential changes to the various Forms and Study Guides on the KUSA Website will need to be changed by the KUSA Office. The instructions on the exam scripts will be changed by the Examiner.</li> <li>• If approved by Fedco, the KUSA Office will advise all Judges on the KBJLP as well as the KUSA Judges' Department of the changes to the Regulations.]</li> </ul> <p><b>For approval and ratification.</b></p> <p><b>On a proposal from NdP, seconded by NR, the changes to Schedule 10 Appendix 1 (Group Course), Schedule 10 Appendix 3 (Breed Specialisation Course), and ancillary changes to related Forms, Study Guides and the scripts of Paper 1 and various Papers 2 exams, were approved, unanimously, and accordingly, ratified.</b></p> <p><b>Effective 01.06.2024 but, given the imminent June 2024 exams, requisite of immediate implementation.</b></p>
6.2		<p><b>JEC Exams – June 2024</b></p> <p><b>Feedback from the KUSA Office.</b></p> <p>PM informed the members of the Federal Council that she had approached Ms Joy McFarlane to establish whether she would be amenable to the setting and marking of the various exam papers for the June 2024 examinations. She was pleased to report that Ms McFarlane had indicated, without hesitation, her willingness to do so and that she and Ms McFarlane were in the process of finalising the terms for KUSA's acquisition of her professional services.</p> <p>The members of Fedco expressed their satisfaction with the salutary outcome achieved by PM and agreed that the extraordinary payment to Ms McFarlane, <b>sanctioned, unanimously</b>, should be made from the JEC Control Account, administered by the KUSA Office.</p> <p>PM mentioned that the preparations for the June 2024 exams were otherwise firmly on track. The closing date for enrolment for the Breed and Dogsport exams is <b>15 May 2024</b> with the exam date set for <b>Saturday, 29 June 2024</b>.</p> <p><i>[Note: On behalf of the JEC, JH requested the KUSA Office to, in due course, send a reminder to all Learner Judges to strictly observe the exam enrolment closing date, as <b>no enrolments will be accepted after 15 May 2024.</b>]</i></p>
6.3		<p><b>Proposed amendments to the Judges Education Council Constitution</b></p> <p>Submitted by the Judges Education Council.</p> <p><b>Motivation:</b> Originally, when the JEC Constitution was drafted, Clause 8 was inserted to mirror a similar clause in the Articles. With the benefit of hindsight, the JEC now believes that it was too restrictive for the critical skills requirements of the JEC and therefore requests that Fedco should consider mitigating it.</p> <p><b>Proposal:</b> Proposed amendments to Clause 8 of the Judges Education Council Constitution</p> <p>Insertions in <b><u>bolded red underlining</u></b> and deletions [<del>struck through in square brackets</del>].</p> <p>8. <b>Persons ineligible to serve as Members of the JEC</b></p> <p>8.1. No person shall be eligible for election or appointment to the JEC or any of its sub-committees if he:</p>

		<p>8.1.1. Has sustained or sustains a <b>penalty of exclusion or</b> suspension or disqualification imposed under Schedule 01 (Disciplinary Rules) <b>for as long as any part of such exclusion or suspension or disqualification remains effective and in force, and shall thereafter remain ineligible until his appointment is approved by the Federal Council.</b> [<del>of any judgement given against him under Schedule 9 (Code of Ethics) of the KUSA Constitution.</del>]</p> <p>8.1.2. Has been or is convicted of any criminal offence and sentenced to imprisonment without the option of a fine, or has been or is convicted of any offence relating to cruelty towards, or neglect of, an animal.</p> <p>8.1.3. Is declared insolvent or bankrupt <b>or placed under curatorship.</b></p> <p><b>For approval and ratification.</b></p> <p>Having debated the proposed amendments at the FDF of 12 March 2024, and Fedco having deemed them necessary and in the best interests of the JEC, on a <b>proposal from NdP, seconded by JH</b>, the proposed amendments were <b>approved, unanimously</b>, and accordingly, <b>ratified.</b></p> <p><b>Effective immediately.</b></p>
6.4		<p><b>Proposal to include an additional person to serve on the JEC as its Resources Development &amp; Examination Coordination Officer.</b></p> <p>Submitted by the Judges Education Council.</p> <p><b>Motivation:</b> The JEC requests Fedco to consider the appointment of an additional person to the Council to serve as its Resources Development &amp; Examination Coordination Officer, which role would include the development and presentation of additional General Educational webinars, for instance, an interactive Ring Stewardship Course. The person would also be tasked with scrutinising and approving the worksheets submitted by new Assessors following their attendance of an Assessors Course.</p> <p>It would further be expected of the JEC's Development &amp; Examination Coordination Officer to collaborate with the KUSA office on arrangements for the bi-annual examination sessions, e.g. exam venues selection, seating arrangements at the venues, and invigilator appointments.</p> <p><b>Proposal:</b> The members of the JEC have identified the critical need for a person to develop additional course materials for the JEC for presentation to Learner Judges as general educational webinars. Having recently attended Mr Louis Kruger's <b>Structure and Movement</b> webinar, the members of the JEC concluded, unanimously, that Mr Kruger was the most suitable person to fulfil this need. On behalf of the JEC, JH therefore proposed the appointment of Mr Louis Kruger to the position of <b>Resources Development &amp; Examination Coordination Officer</b> of the JEC, should he be amenable to accepting this appointment.</p> <p><b>For decision.</b></p> <p>The possibility of Mr Louis Kruger's joining the JEC had been mooted at the FDF of 12 March 2024 and, at the time, found favour with the members of Fedco, subject to the amendment of the JEC Constitution in accordance with the proposal under Item 6.3 above.</p> <p>Accordingly, on a <b>proposal from NdP, seconded by JH</b>, Fedco <b>unanimously sanctioned</b> the appointment of Mr Louis Kruger as the JEC's <b>Resources Development &amp; Examination Coordination Officer</b> and <b>unanimously authorised</b> JH and the newly elected Chairman of the</p>

		<p>JEC, MV, to approach Mr Kruger with the JEC’s proposal and, depending on the outcome of the discussion, to either make the appointment, or to revert to Fedco with an alternative proposal.</p> <p><b>Effective immediately, depending on the outcome of the discussion with Mr Kruger.</b></p>
6.5		<p><b>Possible inclusion of the use of a C-Pen Reader under the Special-Needs provisions for JEC Examinations</b></p> <p>Submitted by the Judges Education Council.</p> <p><b>Extract from Schedule 10 Regulations KUSA Breed Judges’ Learning Programme:</b></p> <p><i>7 SPECIAL-NEEDS JUDGES</i></p> <p><i>7.1 Judges who provide a doctor’s certificate on application, showing that he/she has a specific disability such as ADHD/ADD (Attention Deficit Hyperactivity Disorder /Attention Deficit Disorder) or Dyslexia, will be able to register for the Learning Programme and provision will be made for them where possible.</i></p> <p><i>7.2 During examinations, a scribe may be provided and, together with the Learner Judge in a separate room, will record the Learner Judge’s chosen responses to examination questions after reading the questions and answer options to him/her. The paper will then be processed with all the other papers.</i></p> <p><i>7.3 Assignments and Portfolio: As far as possible, the Learner Judge should attempt to meet normal requirements, making use of any form of recording technology best suited to the Learner Judge’s needs. Assistance and advice may be called upon from his/her assigned Mentor or Assessor.</i></p> <p><b>For discussion and decision.</b></p> <p>At the FDF of 12 March 2024, Fedco was presented with a case of a Learner Judge requiring Special-Needs assistance for writing a Paper 2 exam under the KBJLP. The Learner Judge requested the use of a C-Pen Reader in the June 2024 exams, for which she intended to enrol.</p> <p>At the FDF, LT undertook to do some research on the C-Pen Reader and, subsequently, presented her findings to Fedco by email. Independently, NR had also conducted an investigation into the use of C-Pen Readers in an examination environment and had also sent the results of her efforts to Fedco by email. To canvass the opinion of the JEC on this matter, JH had convened a meeting of the JEC on 2 April 2024 to discuss the possibility of introducing a C-Pen Reader as a tool for Special-Needs exam candidates. She therefore deemed it important to also apprise Fedco of the united view of the JEC at the present Special Meeting.</p> <p>Having acquainted themselves with the research of LT and NR, and having taken cognisance of the consolidated view of the members of the JEC, Fedco concluded that it would be premature to embrace C-Pen Readers as an exam tool on the strength of the needs of a single Learner. Moreover, Fedco cautioned against a knee-jerk investment in untried expensive technology, not universally endorsed by academic institutions, and likely to have a limited lifespan. Over the years, the JEC had acquired a multitude of state-of-the-art tech, now obsolete.</p> <p>The Chairman thanked LT and NR for their research and the JEC members for their insights and appealed to the Federal Council to bring this matter to a close by means of a vote.</p> <p>MV said, as the newly elected Chairman of the JEC, <b>he was prepared to propose that, should the Learner Judge in question choose to enrol for the June 2024 exams, instead of a C-Pen Reader, the Learner Judge should be offered the use of a bilingual Scribe, as is provided for in Schedule 10 Regulation 7.</b> This proposal was <b>seconded by NR.</b></p> <p><b>With one dissenting vote, the motion carried eight to one.</b></p> <p><b>Effective immediately.</b></p>

		<p><i>[Note: Fedco requested the KUSA Office to advise the Learner Judge of the above decision as soon as possible after publication of these Minutes.]</i></p>
7		<p><b>MATTERS RELATING TO FEDCO</b></p>
	7.1	<p><b>Fedco Portfolios</b> (Fedco 12-2021 Item 3.13, Fedco 06-2022 Item 6.1, Fedco 12-2022 Item 6.1, Fedco 06-2023 Item 6.1, Fedco 12-2023 Item 6.1)</p> <p><b>Motivation &amp; Proposal:</b>  Due to the recent resignation of Mr BG Robinson as Chairman of the Districts of Gauteng &amp; Surrounds Provincial Council (DOGSPC), Mr Robinson's Fedco Portfolios needed to be re-assigned. Clr N Redtenbacher had subsequently been elected as Chairman of DOGSPC, with the constitutional obligation to serve on the Federal Council. Given Clr Redtenbacher's particular areas of expertise, it was also necessary to reshuffle the Fedco Portfolios to match them to the most suitable Fedco members.</p> <p>Following discussion at the FDF Session 4 held on 12 March 2024, it was proposed and agreed that the Fedco Portfolios should be re-assigned as follows:</p> <p>Insertions in <b><u>underlined bold type</u></b> and deletions [<del>struck through in square brackets</del>].</p> <p><b>Clr JM Hubbard</b>  Fédération Cynologique Internationale (FCI), Budgets, Finance, Breed Health, Extraordinary Registrations</p> <p><b>Clr RB Jenkins</b>  <u>Budgets &amp;</u> Finance, Breed Health, Breed Shows, Registrations &amp; Exports.</p> <p><b>Clr RD Jukes</b>  DNA, Genetic Health Issues, Dog Dancing, Working Trials, Trick Dog Test &amp; Property Acquisition</p> <p><b>Clr NJ du Preez</b>  Legal Matters &amp; Property Acquisition, Mondioring, Rescue Dogs and Tracking Trials.</p> <p><del><b>Clr BG Robinson</b>  Fédération Cynologique Internationale (FCI), Finance, Budgets, KUSA Constitution &amp; Schedules, Club Constitutions &amp; By-laws, Provincial Council Constitutions &amp; By-laws, KUSA Membership, Media/Press &amp; Handling]</del></p> <p><b>Clr DC Sparg</b>  Agility, Dog Jumping, Field Trials, Obedience, [<del>Internationale Gebrauchshunde Prüfungsordnung.</del>]</p> <p><b>Clr LC Thornhill</b>  Information Technology, DNA, Genetic Health Issues, Canine Good Citizen (CGC), Rally Dog, Digital Communication – KUSA Web &amp; Social Media.</p> <p><b>Clr M Vorster</b>  Fédération Cynologique Internationale (FCI), Flyball, Carting, Property Acquisition, <u>Budgets &amp; Finance</u></p> <p><b>Clr C Chelchinsky</b>  <u>Fédération Cynologique Internationale (FCI) – with regard to Dogsport,</u> Agility, Dog Jumping, Scent Work</p> <p><b>Clr N Redtenbacher</b>  <u>Handling, Internationale Gebrauchshunde Prüfungsordnung (IGP), Canine Good Citizen (CGC), Rally Dog, Digital Communications – KUSA Web &amp; Social Media.</u></p> <p>Mr BG Robinson, now the appointed Acting KUSA Secretary, under his terms of employment retains the following responsibilities:</p> <ul style="list-style-type: none"> <li>• KUSA Constitution and Schedules</li> <li>• Club Constitutions &amp; Bylaws</li> <li>• Provincial Council Constitutions &amp; Bylaws</li> <li>• Breed Council and Liaison Council Constitutions &amp; Bylaws</li> </ul>

		<ul style="list-style-type: none"> <li>• Media &amp; Press – Liaison Officer</li> </ul> <p>Other functions have reverted to the KUSA Office.</p> <p><b>For approval and ratification.</b></p> <p>The Chairman reminded Fedco of its discussion at the FDF of 12 March 2024 on the re-assignment of Fedco Portfolios. She has consolidated the agreed changes in the above document for Fedco’s final approval and ratification. The Chairman drew Fedco’s attention to the fact that certain Fedco Portfolios, previously assigned to Mr BG Robinson and bulleted above, had reverted to the KUSA Office to be included under his duties as KUSA Secretary.</p> <p>On a proposal from MV, seconded by DS, the Fedco Portfolios as re-assigned in the document presented were <b>approved, unanimously</b>, and accordingly, <b>ratified</b>.</p>
8		<p><b>Dotsure – Update from the Fedco Task Team (Fedco 02-2024 Item 10)</b></p> <p>Recorded in the Minutes of the Fedco Special Meeting held on 15 February 2024:</p> <p><i>‘The Fedco Task Team, comprising NdP, RJ, LT &amp; CPA, tabled its preliminary report. The report was received with thanks and appreciation and, on behalf of Fedco, JH expressed her appreciation to the Task Team members for their time and effort. Fedco requested the Task Team to continue with its due diligence and provide a further update at the next available opportunity. Noted.’</i></p> <p><b>Update from the Acting KUSA Secretary.</b></p> <p>GR reminded Fedco that, at the FDF of 12 March 2024, he presented the draft response from KUSA to Dotsure’s proposed “Licence Agreement”. The draft response had been substantially informed by the findings of the Fedco Task Team under the chairmanship of NdP.</p> <p>Following Fedco’s approval of the draft response, it was finalised and sent to Dotsure on 14 March 2024. On 18 March 2024, Ms Lauren Wollner, Dotsure’s Pet Key Account Manager, sent an eminently cordial reply, thanking KUSA for alerting them to the organisation’s constitutional challenges and expressing the hope that certain constitutional changes might be possible to ultimately permit a productive and mutually beneficial partnership to be negotiated between KUSA and Dotsure, Ms Wollner also offered to engage with Dotsure’s legal team on the possible identification of solutions to KUSA’s constitutional impediments as a not-for-profit Voluntary Association of Persons, currently obstructing certain commercially-driven activities.</p> <p>NdP indicated his intention to shortly resume meetings with the Fedco Task Team with the intention to identify possible constitutional reforms which, hopefully, would not compromise KUSA’s tax-exempt status as a PBO under the Income Tax Act.</p> <p><b>Noted.</b></p>
9		<p><b>Future Meeting Dates</b></p> <p><b>Fedco Discussion Forums (FDFs) (Run-up to Fedco 06-2024)</b></p> <ul style="list-style-type: none"> <li>• Tuesday, 23 April 2024 – FDF Session 5</li> <li>• Tuesday, 14 May 2024 – FDF Session 6</li> <li>• Wednesday, 5 June 2024 – FDF Session 7</li> <li>• Tuesday, 18 June 2024 – FDF Session 8</li> </ul> <p><b>Scheduled Fedco Special Meetings and Ordinary Meetings:</b> Currently:</p>

			<ul style="list-style-type: none"> <li>Fedco 06-2024 (Ordinary Meeting): Friday, 28 June 2024, Saturday, 29 June 2024 &amp; Sunday, 30 June 2024.</li> </ul> <p><b>Noted.</b></p>
<b>10</b>			<p><b>Closure of Meeting</b></p> <p>The Chairman closed the Special meeting at 19h25, thanking the members of Fedco for their attendance and time.</p>