



### HOW TO BOOK AN EVENT AND JUDGE

- ✓ Complete the event request form found on the GSSCC website, [www.gsscc.ca](http://www.gsscc.ca) (click on "Official Documents" on the left hand menu)
- ✓ Send the completed form to your Regional Trial Director, indicating whether the \$50 administration fee will be paid by e-transfer or cheque. Cheques to be made payable to the GSSCC.
- ✓ For trial entries, the listing fee is included in the \$50 fee; for show/breed survey entries, the \$3 listing fee per dog (\$25/dog for breed surveys) is to be submitted *after* the event (the form for "Event Fees for Show/Survey" is also found in the same location on the website)
- ✓ Wait for approval from the Trial Director before you make travel arrangements for the judge.

### WHAT THE REGIONAL TRIAL DIRECTOR DOES

- After receiving the completed form, with indication of how payment is being made, the Trial Director will approve (or deny) the event dates, depending on other activities occurring within the Region.
- If the dates are not approved, the form will be returned to the club with the reason why the event was declined.
- If the dates are approved, the form will be sent to the Judge Coordinator, and copied to the GSSCC Treasurer.
- It is the **club's** responsibility to ensure that the administration fee is forwarded to the GSSCC Treasurer.
- When the approved, signed off Event Request form is received back from the Judge Coordinator, the Regional Trial Director will then forward this back to the requesting club.

### WHAT THE JUDGE COORDINATOR DOES

- ❖ After receiving the completed form, the Judge Coordinator will communicate with the judge's organization to secure clearance for the requested judge, if necessary.
- ❖ If no clearance is required, the Judge Coordinator will sign off on the form and return it to the Trial Coordinator. If clearance is required (SV / USCA / GSDCA), this will have to be received first before the Event Request form is signed off and returned to the Trial Director.
- ❖ As an administration fee is required for SV judge clearance requests, the Judge Coordinator will contact the club directly for credit card information to submit for online clearance requests.
- ❖ On receiving judge clearance, the Judge Coordinator will forward a brief email on behalf of the GSSCC to the judge requested, confirming the clearance and including event and contact information. GSSCC judges are copied on signed off event request forms being returned to the Regional Trial Director.
- ❖ The Judge Coordinator will forward event request information to the Webmaster for posting on the GSSCC website. Event information will be posted, even if judge clearance has not yet been received.
- ❖ At regular intervals, a summary listing of all Event Requests is created and forwarded to the President, the Head Judge, the GSSCC Treasurer, the Webmaster, and the Shepherd Sports Editor.



# German Shepherd Schutzhund Club of Canada Request for Event Form Formulaire pour demande d'événement

**For all Trials/Shows/Surveys** - Send this form **AND THE SIGNED COVID 19** plan to your Regional Trial Director. **The \$50.00 event (trial) fee is required to be paid to the GSSCC Treasurer.** Envoyez ce formulaire à votre directeur régional de concours. **Les frais d'épreuve (concours) de 50,00 \$ doivent être payés au trésorier du GSSCC.**

**For Helper and Trial Manager/Secretary seminars –**  
Send this form to your Regional Trial Director. **No \$50.00 event fee is required.**  
Envoyez ce formulaire à votre directeur régional de concours. **Aucun frais d'événement est nécessaire.**

The Regional Trial Director to approve the dates and forward to: Judges Coordinator Lee Hanrahan unlimitedgsd@me.com;  
or Trial Manager Coordinator Katty Santerre ksanterre21@gmail.com or Helper Coordinator Jim Chrisp  
jbchrisp1391@gmail.com (See below for details)

Le directeur régional d'approuver les dates et transmettre à: le coordonnateur des juges Lee Hanrahan  
unlimitedgsd@me.com; ou le coordonnateur du gestionnaire de procès Katty Santerre ksanterre21@gmail.com  
; ou le coordonnateur l'homme d'attaque Jim Chrisp jbchrisp1391@gmail.com

Host Club / Club hôte \_\_\_\_\_ Contact Person /  
Personne ressource \_\_\_\_\_  
Club Website (Optional) \_\_\_\_\_

Contact E-mail / Courriel \_\_\_\_\_ Contact Number / Téléphone \_\_\_\_\_

Event Name / Nom d'événement \_\_\_\_\_ Location of Event /  
Endroit d'événement \_\_\_\_\_

Type of Event / Type d'événement:  Accreditation Trial  Club Trial  Regional Championship  Canadian Championship  
Trial Manager (Secretary)  Seminar / séminaire  Helper Seminar /  
Gestionnaire de procès séminaire Helper  BH only /  
BH seulement  AD only /  
AD seulement  Show /  
conformation  Survey /  
examen

Event dates requested / Date d'événement \_\_\_\_\_ Trial Manager/Secretary \_\_\_\_\_

OFFICIAL REQUESTED / OFFICIEL DEMANDÉ \_\_\_\_\_

Date of Request / Date de la demandé \_\_\_\_\_ Signature / Signature \_\_\_\_\_

Please wait until you receive GSSCC approval before making Judges / Teaching Trial Manager / Teaching Helper travel arrangements. Once approved the appropriate GSSCC contact person will inform the Regional Trial Director and club contact person.

*Veillez attendre l'autorisation de l'événement et la réception du formulaire signé par le GSSCC avant que l'itinéraire soit finalisé. Une fois approuvée, la personne de contact appropriée du GSSCC informera le directeur régional d'événement et la personne de contact du club.*

Regional Trial Director to approve the dates for **all** events and then send to the following:  
Directeur régional de concours d'approuver les dates et l'envoi au:

- Trial/Show/Survey requests: send to Lee Hanrahan unlimitedgsd@me.com
- Trial Manager/Secretary Seminar requests: send to Katty Santerre ksanterre21@gmail.com
- Helper Seminar requests: send to Jim Chrisp jbchrisp1391@gmail.com

Signed by GSSCC Regional Trial Director / Signé par le directeur régional de concours

\_\_\_\_\_ Date \_\_\_\_\_

Approved by Lee Hanrahan/ Katty Santerre/ Jim Chrisp; Signé par Lee Hanrahan/ Katty Santerre / Jim Chrisp

\_\_\_\_\_ Date \_\_\_\_\_



## **COVID 19 plan for safe trials**

**Date:** Effective August 11, 2020

**Purpose:** Create healthy and safe trial environment during COVID restrictions.

**Object:** Provide a detailed plan with responsibilities for all GSSCC members to follow.

**Restrictions:** Government in the Province/Region where the trial will be held must allow outside gatherings of at least 50 people and allow low/minimum contact sports. If restrictions oppose this, then no trial will be allowed.

**Overview:** All GSSCC members including judges, helpers and trial volunteers must follow government restrictions. i.e. 14-day isolation if required.

- ~ At the trial, all people must follow the social distance (2 metres) or wear a mask/face shield
- ~ When reporting in and out maintain the 2 metres
- ~ Articles are not handed over to the judge or track layer
- ~ Handlers can use their own dumbbell(s)
- ~ Handler will not turn over the stick to the judge
- ~ Handler can wear a glove when they receive the stick from the helper and either give it back to the helper or lay it on the ground after they report out
- ~ Handler MUST wash their hands after every critique and before trialing in each phase
- ~ For verification of microchip/tattoo both the handler and Trial Manager will wear a mask/face shield and if the judge is within 2 metres of them, they will also wear one. The Trial Manager is the only person to use and touch the scanner (to avoid contamination).
- ~ The Trial manager will scan the dog and verify microchip numbers

as per judge's instructions. The handler will show the tattoo as per trial rules but masks/face shields will be worn.

### **Committee/Club Responsibilities:**

- ~The trial has to be listed on the GSSCC website, promoted in the club's region and every GSSCC member has to have the opportunity to enter.
- ~ The trial must be open to visitors.
- ~ The number of entries and visitors can be limited to ensure social distancing for everyone attending. This information has to be advertised on the entry form and to the members of the region along with an entry closing date.
- ~ In summary, the event can't be a closed trial but also cannot have so many people attending that social distancing is impossible.
- ~ The club contact or trial manager must acknowledge the details for a GSSCC COVID 19 plan for safe trials and sign that they will follow them (below).
- ~Ensure no more than the maximum number of people allowed by the province are in attendance including all officials, handlers etc..
- ~The club must ensure everyone follows the social distance rule and/or wear a proper mask and/or face shield
- ~**The club can sell food and drinks provided they follow the local government restrictions completely when doing so. i.e. social distancing, wearing masks, individually wrapped utensils etc...**
- ~ They must have washroom facilities where social distancing can be adhered to
- ~ They must have hand cleaning stations and ample hand sanitizer at the tracking field and field for obedience and protection
- ~ They must have a supply of proper masks and/or face shields for all volunteers working the trial.
- ~ Ensure the trial manager receives dumbbells from the handler and that the handler has their name on them.

### **Judge Responsibilities:**

- ~ It is up to the judge if they want to attend the trial (i.e. flying, staying at a hotel etc..)
- ~ Must follow local government restrictions if in place (i.e. 14-day quarantine)
- ~ Must follow the social distance rule or wear a mask/or face shield
- ~ Will not require the handler to report in or out within 2 metres
- ~ Will not take the stick from the handler to give to the helper, the handler will either give it back to the helper or lay it on the ground after reporting out
- ~ Will not take the found articles from the handler, will just observe them
- ~ When completing the trial summary sheet wear a mask and/or face shield

### **Trial Manager Responsibilities:**

- ~ Must follow the social distance rule or wear a mask and/or face shield
- ~ Ensure the committee responsibilities as previously detailed are met
- ~ When giving the trial paperwork to the judge and when completing the trial summary sheet, wear a mask and/or face shield
- ~ Will receive the handler's dumbbells and ensure they are properly marked with the handler's name OR
- ~ If a handler does NOT have their own dumbbell the club must ensure the dumbbells are properly cleaned/ disinfected after each use.

### **Handler Responsibilities:**

- ~ Must follow the social distance rule or wear a mask and/or face shield
- ~ Must wear a mask and/or face shield when within 2 metres of the helper, such as picking up the dog at the helper, disarming the helper, side transport, etc..
- ~ A mask or face shield would NOT be required for exercises where no one is within 2 metres of the handler, example such as the blind search
- ~ Must wash hands before reporting in and after the critique.
- ~ Before the trial begins if the handler has their own dumbbells (all levels) they can use them. Ensure they are marked with the handler's name and given to the trial manager. If they do not have their own dumbbells the club must provide disinfected dumbbells.

### **Helper Responsibilities:**

- ~ Will bring their own water or if its provided by the club the outside of the bottles will be disinfected
- ~ Can wear a mask and/or face shield if they wish but not mandatory
- ~ No spitting anywhere
- ~ Can wear a glove as per trial rules

## **Special restrictions for each phase**

### **Tracking:**

- ~ Everyone must maintain a distance of 2 metres from each other or wear a mask and/or face shield (when measuring tracking lines, when temperament tests are being done etc..)

- ~ Tracklayer will scent articles as per rules but wash their hands and sanitize after laying the tracks
- ~ The handler will keep the articles after the track and just show them to the judge
- ~ The handler will place the found articles in a bag separate from other equipment and then wash/sterilize their hands

**Obedience:**

- ~ The handler can use their own dumbbells
- ~ Everyone must maintain a distance of 2 metres from each other or wear a mask and/or face shield (when temperament tests are being done etc...)
- ~ The handler will report in and out no closer than 2 metres from the judge
- ~ The group must maintain a distance of 2 metres from each other or all wear a mask and/or face shield

**Protection:**

- ~ The handler will report in and out no closer than 2 metres from the judge
- ~ When the handler picks up the dog from the helper and completes the exercise disarming the helper and side transport they will wear a mask and/or face shield
- ~ A mask or face shield would not be required for exercises where no one is within 2 metres of the handler, such as the blind search
- ~ The handler can wear a glove when they receive the stick from the helper and either give it back to the helper or lay it on the ground after they report out
- ~ The helper can wear a glove as per trial rules

**Closing Ceremonies:**

- ~ All awards must be disinfected and placed on an awards table prior to ceremony and handler will approach individually to receive any award. Everyone must maintain a distance of 2 metres from each other or wear a mask and/or face shield.

**Acknowledgement:**

I have read and acknowledge the details for the GSSCC COVID 19 plan for safe trials. All participants and visitors will be aware of the GSSCC COVID 19 plan for safe trials and will ensure the practices will be followed.

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Name	Signature	Date
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