



THE GOLDEN RETRIEVER CLUB OF AMERICA, INC.

Noncompetitive Conformation Assessment Program

Revised/Approved February 2025 – Effective Immediately

Overview of program

The GRCA offers a Noncompetitive Conformation Assessment Program for Golden Retrievers at which a Certificate of Conformation Assessment (CCA) may be earned. This program is open to all Golden Retrievers over the age of 18 months that are AKC or Canadian Kennel Club (CKC) registered or that have an AKC PAL or ILP number. Spayed and neutered animals are expressly permitted to participate, as are dogs owned by non-members of the GRCA. However, see “Limitations of Entries” below.

General Purposes of Program

The purposes of the CCA program are to (a) provide a noncompetitive means of evaluating and scoring the conformation qualities of individual Golden Retrievers against the Breed Standard (as opposed to a competitive “dog-to-dog” comparison as in dog show competition); (b) provide a useful and informative evaluation with verbal and recorded assessments by knowledgeable evaluators of the conformation qualities of individual Golden Retrievers; (c) provide archived records of the completed evaluations for all Golden Retrievers that have been assessed to generate reports for historical purposes.

Recognition will be based on achievement by any Golden Retriever of three qualifying scores of 75 or greater (out of a possible 100) for a CCA as assessed by three different evaluators. It is expected that many dogs that may never enter in formal conformation competition would qualify for a CCA under the program. In addition to the qualifying score of 75 or greater, certain minimum scores will be required in order to obtain the CCA title (explained under “Scoring”). In addition, the number of attempts to qualify will be limited to six evaluations for any one Golden Retriever.

Means of Offering Program

The GRCA, the CCA Committee (in rare instances) and any GRCA-recognized Golden Retriever specialty club, upon application to the CCA Committee and approval by same, may host a CCA event. The event may be held independently or in conjunction with a Golden Retriever specialty show, a hunting test, field trial, WC/WCX, obedience trial, agility trial, local club event or any combination of these. All National and Regional Specialties should offer a CCA event. Special consideration for any National Golden Retriever breed club (i.e. Golden Retriever Club of Canada (GRCC)) may be given to host CCA events in conjunction with their National and Regional specialties, upon application to the CCA Committee and approval by the same. Such club will be subjected to a \$200 mailing fee.

Clubs may offer more than one flight in a CCA event, but if there is to be more than one flight on the same day in an event, each such flight must have three separate evaluators for each flight. If the club is offering more than one flight at a CCA event, the club must separate the flights and each entrant may be evaluated only by the three evaluators in such flight. In any multiple flight CCA, no entrant may select which flight or evaluators they prefer. See “Evaluators - Number and Qualifications” and “Limitation of Entries”.

Awarding of Certificates

Dogs that receive the required qualifying scores of 75 or greater from three different evaluators (of which two must be Category 1 evaluators), and which receive the minimum required scores in each category and are not otherwise disqualified or dismissed as set forth herein, from three different evaluators, will receive a “Certificate of Conformation Assessment”, which will be a GRCA & AKC recognized title.

GRCA CCA Committee

A small standing committee shall serve as the GRCA CCA Committee. It will:

1. Receive and approve applications and dates for CCA events.
2. Maintain a record of dogs that participate and recommend award certificates to those who qualify for a CCA title. These records may be retained electronically.
3. Provide host clubs with electronic and/or mailed copies of the regulations, guidelines, entry forms, applications, score sheets, event spreadsheet for entries and other information as may be needed to hold a CCA event.
4. Receive and approve applications from prospective evaluators and maintain a database of approved evaluators and their assignments.
5. Assess fines for event materials received in an untimely manner.

The committee will also develop and supply necessary forms for CCA events.

Designated members of the committee shall receive event applications and evaluator applications, keep a calendar of CCA events and archive all documents received, as well as whatever other duties the committee may assign. They shall maintain databases of approved evaluators, evaluations and their pertinent information, dogs that have participated in the program and dogs that have earned their CCA.

GENERAL PROGRAM REQUIREMENTS

1. Host Club Application

Each club (whether a GRCA-recognized Golden Retriever specialty club, or any National Golden Retriever breed club as defined under **Means of Offering Program**) desiring to host a CCA event shall apply to the GRCA CCA Committee no later than 60 days prior to the scheduled event on an application form as developed by the CCA Committee. A CCA event may consist of more than one flight and a separate application form must be submitted for each flight. Each application shall include the date, place and starting time of the event, the names of the evaluators, entry fees to be charged, any entry limits and how entries are to be accepted, name and address of the event secretary to whom entries are to be sent and the names of the event committee members and chairperson. The host club shall appoint a CCA event committee of no less than three members and five is recommended (and five are required for any National or Regional event), of which one shall serve as chairman and one shall serve as event secretary. At least three of the committee

members must be members of the GRCA. All members of the committee must be present for the entire event.

2. Evaluators – Number and Qualifications

The number of evaluators at each event must be a minimum of three. An event may consist of more than one flight and the number of evaluators for each flight must be three. If a club offers more than one flight in its CCA event, no evaluator may evaluate in more than one flight on the same day. Example: if a club offers two flights at a CCA event in one day, there must be six separate evaluators, three in each flight. If a club offers two flights at a CCA event on separate days, one or more evaluators from the previous day's flight can be used for the second flight. Individual dogs may only be entered once at a CCA event, only in one flight and shown only to the three evaluators in their flight. If a club wishes to host more than one CCA event where each entrant can be presented to more than three evaluators, then the club must apply to host two separate CCA events on two different days in order to accommodate the time and space required, and to avoid a severe restriction on acceptance of entries. Each set of three evaluators must include at least two Category 1 evaluators. To avoid AKC conflict-of-interest issues, the host club may not use a CCA evaluator who will also be assigned to judge the conformation entry on succeeding days. This rule does not apply if the CCA event is held the last day of the show cluster and *after* the AKC breed judging assignment.

Evaluators shall be classified into two categories:

Category 1. Category 1 evaluators shall have the following credentials (new criteria effective January 1, 2025):

- **For Breeder Judges:** Must be approved AKC or CKC conformation judge in good standing with past judging assignments in Golden Retrievers, within the past 3 years, in conformation shows with a cumulative total entry of at least 75 dogs.
- **For Provisional Status Breeder Judges:** Have had at least three conformation judging assignments (other than Sweepstakes), within the past year, with a cumulative total entry of at least 75 dogs, *exception: Parent Club judge nominations who have achieved provisional status may be accepted immediately.*
- **For All-Breed Judges:** Must be approved AKC or CKC conformation judge in good standing and have had at least two years experience in judging Golden Retrievers in AKC or CKC licensed conformation shows with at least 3 assignments within the past year with a total entry of at least 20 dogs per assignment.

Category 2. Category 2 evaluators shall have the following credentials:

- Must be a breeder and owner of Golden Retrievers with ten years experience in owning, breeding, handling and training Golden Retrievers.
- Must have bred at least three Golden Retriever litters.
- Must have owned at least five different Golden Retrievers with any of the following titles: (a) AKC Champion, (b) AKC UD or TDX, (c) AKC MH, SH, or GRCA *** or **, (d) AKC AX or AXJ.
- Must be a member in good standing of the GRCA or the Golden Retriever Club of Canada for five

consecutive years including the current year.

The GRCA CCA Committee will keep a list of names and addresses of all approved evaluators and will provide a copy of such list to any host club requesting the same and keep an electronic copy of such list on the GRCA website. Evaluators shall be given the information on how to obtain from the GRCA website a copy of the regulations, guidelines for evaluators and sample score sheets/evaluation forms.

All evaluators should have an understanding of retrievers and sporting dogs, including the purpose and function of the Golden Retriever. Evaluators should also be familiar with the process of evaluating dogs against the Breed Standard, rather than simply comparing dogs to each other and must be willing to provide a written assessment of the qualities of each dog evaluated, using the score sheets provided and abiding by the regulations and guidelines. Evaluators must also be willing to provide a brief verbal critique of dogs evaluated to their handlers.

3. Advertising Event and Entry Forms

The offering of a CCA event may be publicized by the host club in any reasonable manner, after the event approval is received. Any advertisement of a CCA event shall include the following: (a) the name of the host club, (b) the date, place and starting time of the event, (c) the number of flights, (d) the names of the evaluators, (e) the entry fees, (f) the closing date for entries, (g) any entry limits, (h) the method of acceptance of entries, per "Limitation of Entries" below, (i) the name and address of the event secretary to whom entries are to be sent and how entries may be sent, (j) the names of the event committee members and the chairperson, (k) and other information that may be relevant.

Entry forms as prepared by the GRCA CCA Committee shall be used by each host club for acceptance of entries. Entry forms may be posted online or mailed or emailed to individuals or club secretaries.

The CCA Committee will send updates to the GRCA webmaster to keep an updated calendar on the GRCA website regarding upcoming CCA events.

4. Limitation of Entries

Host clubs shall limit the number of entries in the event to no more than 24 dogs per each three evaluators in each flight. The limit on the number of entries and the method of handling limits, shall be noted on the application to the GRCA CCA Committee and published in all advertisements for the event.

Clubs may choose one of the following methods of accepting entries:

- a) Accept entries in the order received (first received), in which case a time and date for the opening and for the closing of entries and the method of mailing or sending entries, must be published in all advertisements of the event. No entries may be accepted prior to the stated time and date of the opening; any entries received prior to such time and date must be returned. Once the maximum number of entries is received for the event, no more entries shall be accepted except as alternates, as described below. If the event secretary receives more than the maximum number of entries for the event at the exact same time, then a random drawing (as described below) of such entries shall be held to determine the event entrants and alternates.

OR

- b) Accept all entries until the published closing date and time, when a random draw will be held to determine acceptance of entries. This is the only acceptable method of entry for any National and Regional events.

Host clubs are encouraged to use an alternate list of entrants, as in Tracking Tests, if the host club chooses. Three alternates per flight recommended as an alternate number, except at National or Regional events, where six is a recommended number.

Host clubs have the option to give priority entry to GRCA members at any CCA event. If the CCA event is to be held in conjunction with a GRCA National or Regional Specialty, there is a requirement to accept entries from GRCA members first. Whenever GRCA members are given priority entry into any CCA event, the method of accepting entries must be by random draw. The draw will commence with entries only from GRCA members until the event (including alternates) fills or all GRCA member entries have been accepted in which case a second draw will commence with non-member entries until the event fills. It must be noted on the premium list that GRCA members will be given priority entry into this CCA event and the event secretary will be required to confirm GRCA membership in good standing with a membership roster current as of the date of closing of entries.

After the advertised closing date and time, no entries may be accepted, except if the entry limit has not been met, the club may choose to accept additional entries up until the maximum number is received, or the day of the event, whichever occurs first. All entrants shall be notified prior to the event whether their entry has been accepted, is in alternate status, or was not drawn. Entrants shall be notified by email unless they clearly direct otherwise on the entry form. Entry fees and entry forms for dogs that are not drawn or accepted shall be returned or destroyed. Entry fees for dogs selected as alternates that are not evaluated will be returned after the event. Entry fees for dogs who are 'no-show' at a CCA event shall not be returned unless by prior agreement with hosting club.

A standard entry form will be prepared by the GRCA CCA Committee for use by host clubs. The event secretary will enter each dog's armband number on the entry form and on the dog's score sheet/evaluation form.

Each entry must be accompanied by a photocopy of the AKC or CKC registration for the dog entered. It is acceptable to strike the issue date from the photocopy if desired.

5. Entry Fees

Host clubs may set and charge reasonable fees for entries in the CCA event and these must be published in all advertisements for the event. Returned checks and failure to pay the event fee will result in invalidation of evaluations and scores.

6. Qualifying Scores and Awards

In order to obtain the CCA title, a Golden Retriever must obtain all of the following:

- a) a total score of 75 or greater from each of three different evaluators, not necessarily at the same event; at least two of those evaluators must from Category 1.
- b) not be disqualified by any one or more evaluator(s).
- c) not score 0-2 in any one category
- d) not have scores of 0-4 in any two categories; and
- e) be awarded a minimum score of 5 in the temperament category.

7. Awards and Ribbons

The GRCA will supply the following to the host club:

- "Congratulations Cards" for those dogs completing a CCA. This card will state that the CCA Certificate will be mailed to the owner of the dog within 90 days of the event.

Host Clubs will supply the following awards:

- Ribbons/rosettes are the responsibility of the host club and are required to be given. They must be at least 2" X 8" in size with the following colors and wording:
 - Completion of CCA title – gold rosette imprinted "CCA Title"
 - Qualifying score for CCA – gold ribbon imprinted "CCA Qualifying Score"

The ribbons and rosettes should also be imprinted with the words "GRCA Conformation Assessment" and the GRCA club logo. Host clubs may add their own name and logo as well. There are to be no awards based on ranking of scores (i.e. "highest score" awards). Final scores and completed score sheets are not to be published or displayed at the event, nor that information made available except to the scoring tabulators, the event secretary, the evaluators and the handler and/or owner of the dog.

The CCA Committee will submit a list of those who qualify and meet the requirements for a CCA certificate. A certificate will then be mailed to the owners within 90 days after the event. The CCA Committee does not print and/or mail certificates. If there is a delay issuing certificates the owners will be notified by email about the delay within the 90 days. The information on the certificate shall be copied directly from the entry form. Any errors on the entry form that are duplicated on the certificate will be the owner agent's responsibility and a nominal fee may be charged to correct and reissue a certificate. Certificates will only be reissued at no charge if errors were made by the CCA Committee.

8. What dogs may participate

Except as set for the below, participants in any CCA event shall be any Golden Retriever over the age of 18 month that is individually registered with either the AKC or CKC, or any Golden Retriever with an AKC ILP or PAL number. Spayed and neutered dogs may participate. Exhibitors, owners, or handlers who are under suspension or otherwise not in good standing with the AKC, the CKC, or the GRCA may not enter dogs owned by them nor handle dogs in the event. Dogs that have been determined to be ineligible under Section 9 (following) may not enter or participate in CCA events.

All entrants should be permanently identified by tattoo, microchip, or AKC DNA registration. The permanent identification number should appear on the entry form.

9. Limitation on number of attempts; ineligible dogs

The following dogs will be deemed ineligible for entry in any CCA event:

- a) Dogs that have been previously evaluated by six evaluators at CCA events and have not received the three required qualifying scores for a CCA. A dog dismissed by reason of illness or lameness is not considered to have been evaluated (see section on "Scoring", below)
- b) Dogs that have been found by three evaluators to have any disqualifying fault under the Breed Standard or under AKC rules (except for spayed and neutered

dogs).

- c) Any dog that has been disqualified at a CCA event twice for unsafe behavior.

Any ineligible dog that participates in a CCA event shall have its score(s) from such event nullified by the CCA Committee.

10. Evaluation Logistics

A. Place; Area.

The place for the evaluations may be indoors or outdoors as the host club shall designate. It should be an area large enough to permit three evaluators to examine each dog both standing and moving. A formal ring set up is not required, but a firm surface and suitable footing for the dogs on which to stand and move is required. A minimum area of approximately 50 feet square is recommended. A small table and chair for each evaluator and for persons acting as stewards should be provided.

A separate area or areas should be provided for the event secretary and for the measuring and photography.

B. Measuring.

Clubs must have an AKC approved measuring device available, that shall be adjustable to the nearest quarter inch. **A conformation wicket is not suitable.** An approved type of agility measuring device is recommended. Measuring should be done by designated persons familiar with measurements. Each dog presented for evaluation must be measured for height using the measuring device. If the measurement is within one-quarter inch of the limit for disqualification, the measurement must be verified by a Category 1 evaluator. It is recommended that all dogs be measured before evaluation. Measurements shall be recorded on the score sheets.

C. Photographing.

Each dog entered in the event should be photographed individually from the front and in profile, in a standing position against a plain background. The assigned (armband) number should be included within the photo for identification. A flash drive of all individual photographs and any group photographs should accompany the report to the CCA Committee. An informal group photograph of dogs qualifying for a CCA certificate is also recommended, to be published in the *Golden Retriever News* with the event report.

D. Time.

Sufficient time should be allotted for careful examination, evaluation and scoring. Fifteen minutes per dog for this phase is suggested, with additional time for writing of the critiques and other paperwork, as well as verbal discussion with exhibitors. It is recommended that entries be limited to no more than three entrants per hour for all three evaluators, or 24 maximum, for any one flight.

11. Evaluation in General

Dogs should be clean and brushed, but need not be groomed as in showing, or formally posed. Dogs should be under control at all times and should accept the evaluators' reasonable examinations. As the evaluations may be held in connection with field events, evaluators should be prepared to see dogs that are not groomed or handled as in show ring competition. Working dogs with evidence of wear are not to be penalized; evaluation of the dog's intrinsic quality according to the GRCA Breed Standard is the objective.

Honorable scars and blemishes from work, which do not interfere with or obscure the soundness and basic appearance of the dog, are not to be penalized in evaluation. However, dogs

that are lame, blind, missing a limb or other appendage, or otherwise unsound, should not be given qualifying scores, with the exception that: (a) older dogs with effects of aging may be given leeway, and (b) dogs that appear lame should be excused from evaluation, not rated, and the entry will not count as one of the six attempts; however, no refund of entry fees will be made.

Entrants may not submit vet records or any other type of report to indicate reason for unsoundness or disqualifying faults; the dogs are to be evaluated as they exist on the day of the evaluation. Owners are encouraged to present their own dogs, as this program is intended for educational purposes. Professional handlers may present only dogs that they own or co-own.

Dogs must be observed at some time during the evaluation in small groups of three to six, in order to observe their behavior and temperament in the company of other dogs and people. "Mingling" should be done in a manner similar to the Canine Good Citizen program, with dogs on loose leashes being walked around other dogs and handlers and evaluators for a few minutes, which may be done at the beginning and/or end of any three-entrant group. A handler who "strings up" their dog on a tight leash and does not permit it to intermingle during the mingling, after requests from evaluators not to do so, may be requested to leave the ring and the dog marked "disqualified for temperament" (major or minor depending on the evaluator's discretion). Male and female dogs may be separated at the discretion of the evaluator, but this is not required. However, females in season must be presented only after all male dogs entered in the event have been evaluated. It is the responsibility of the entrant to notify the event secretary that the entrant's female is in season before the CCA event starts. For the purposes of the program, "season" shall mean a full 21 days from the first indication of spotting or other evidence of season.

Each dog should be examined and gaited individually, as directed by the evaluators. Dogs should be observed primarily in a natural stance whenever possible, observed from all angles, and moved at a normal working trot and/or walk as may be requested by the evaluator. Bait (food or toys) may be used but must never interfere with another dog or exhibitor. No loud or squeaky toys will be permitted, and no bait may be thrown.

Each evaluator shall individually examine each dog pursuant to the guidelines and the score sheet. The evaluators may together, or separately, observe each dog moving individually. Each evaluator shall score and make written notes on the dog's conformance to the GRCA Breed Standard without conferring with any other evaluator. Evaluators shall not share score sheets or compare comments. During the evaluations, evaluators should verbally comment to the handler on the dog's attributes as they relate to the GRCA Breed Standard and should answer questions relating to the same. Handlers are requested to use reasonable efforts to stay within the time guidelines with regard to questions and comments.

Evaluators may also be available at the completion of the event to answer additional questions from those who presented dogs.

Evaluator score sheets shall only identify the dog by armband number, date of birth, gender, and height. No names of the dogs or owner/handler should be put on the score sheets or the armbands. The pedigree of the dog should not be made known to the evaluator.

The prime purpose for this program is to foster understanding of the GRCA Breed Standard to all Golden Retriever owners and breeders. Evaluators should comment on the GRCA Breed Standard and the dogs presented, accordingly. However, evaluators are cautioned to use both discretion and candor in any

remarks regarding a dog they have evaluated and to emphasize virtues as well as flaws.

12. Scoring

A. Categories.

Dogs are to be scored in ten categories, with a maximum of 10 points in each category and a maximum total score of 100 points. Half-point increments may be used but no finer subdivision is permissible.

In addition to the scores in each category, evaluators may also mark a dog as follows:

1. *Dismissed for Illness or Lameness.* This is for a dog that shows temporary illness or lameness where the evaluator feels that the dog should not be evaluated further. The evaluator should mark the score sheet "Dismissed: Illness or Lameness" and the reason why. Dismissed dogs shall not have the evaluation counted against their six attempts, but there will be no refund of the entry fee.
2. *Dismissed for Unsafe Behavior.* Any dog, which by its behavior gives any evaluator reason to believe that it may not safely be approached or examined, or that growls at other dogs, shall be dismissed from the CCA event. The evaluator must note the type of behavior deemed unsafe on the score sheet and mark "Dismissed-Unsafe Behavior". Any completed or not completed evaluation(s) at the CCA event in which the dog is dismissed for unsafe behavior shall count against the dog's six attempts and there will be no refund of the entry fee.
3. *Disqualified for Reasons Other than Behavior.* Dogs that have any disqualifying fault under the GRCA Breed Standard and dogs that are unsound or incomplete to the degree that they cannot reasonably be evaluated, are to the disqualified (other than spayed or neutered animals). The evaluator must mark the score sheet "Disqualified for Reason Other than Behavior" and the reason why. The handler should be verbally informed by the evaluator that the dog cannot obtain a qualifying score and evaluation should be continued for educational purposes.
4. *Disqualified for Attacking or Attempting to Attack.* Dogs that attack or attempt to attack any person or any dog either inside or outside the evaluation area are to be disqualified and dismissed from the event, no evaluations will be made, no scores will be given and the dog will not be permitted to enter any further CCA events. The evaluator must mark the score sheet "Disqualified for Attacking or Attempting to Attack". Evaluators and any witnesses (if available) should immediately contact the host club event committee and prepare a short written detailed report at the time of the incident. The CCA event shall be halted until the incident report is completed, signed by all witnesses and submitted to the host club committee.
5. *Explanation of the 10-point scoring system.*
(10 categories X 10 points = 100 points maximum)
10 Outstanding; as close to ideal as can be expected
9 Excellent; very high in quality
8 Very good; obvious general virtue; any flaws are slight
7 Good; primarily virtue, although may have minor flaw/faults
6 Fair; somewhat better than merely acceptable; more merit than fault
5 Acceptable; generally fulfills basics but may be

overall only adequate in quality for that trait

4 Overall more flaws/faults than merit, in that category/trait

3 Very obvious faults or unsoundness; strongly resembles trait of another breed

2-1 Almost wholly deficient in merit; trait present but seriously incomplete, incorrect, unsound

0 Complete absence of trait; unsound

Add the 10 category scores and enter in subtotal. Note on the score sheet any Dismissals or Disqualifications.

6. Temperament

As noted under "Qualifying Scores and Awards" above, a passing score in temperament (5 points or higher) is mandatory in order to obtain a qualifying score. Golden Retrievers are expected to mingle in a normal situation with other dogs and people, behave in an acceptable manner, be sound, trustworthy and demonstrate better than "average" in this category. Dogs' behaviors may vary within normal limits for sporting breeds and this is not an official temperament test. However, indication of undue timidity, fearfulness, nervousness or belligerence toward other dogs or people in what should be a "normal" situation must receive some degree of penalty or markdown, even to the point of failure, if warranted. The evaluator should use the penalty box line and note the reason why.

13. Score Sheets/Evaluation Forms

Evaluators are to use evaluation forms (score sheets) as provided by the CCA Committee for scoring and comments. The evaluation forms should be completed in triplicate (which may be by means of carbons, NCR, photocopy or scanned or computer entry and print out) at the event. During the event, evaluators will present completed evaluation forms from time to time with final scores and their signatures to the event secretary for tabulation. No scores or forms will be published or displayed at the event, nor that information made available except to the scoring tabulators, the event secretary, the evaluators and the handler and/or owner of the dog. One yellow copy of the completed evaluation form for each dog will be given to the owner/agent of the dog. One pink copy will be retained by the evaluator for his/her records for a period of one year.

14. What has to be sent to the CCA Committee

Within 14 days of the event, the host club event secretary will send to the GRCA CCA Committee the following:

- a) the original signed entry forms for all dogs entered, including any alternates that have participated.
- b) The original copy of each signed and completed evaluation.
- c) A digital copy by disc or email of the event spreadsheet with all the entry form information entered.
- d) A completed event secretary report (that indicates all dogs entered and which ones qualified for either a CCA award or a CCA qualifying score).
- e) The photographs, on a flash drive, of each dog entered at the event.

15. Event Questionnaires

Participant, evaluator and host club questionnaires shall be made available at the secretary's table at each event. These

questionnaires are also available on the GRCA website. The CCA Committee encourages each participant in a CCA event, each evaluator at a CCA event and any member of the host club event committee to take the time to submit their ideas, concerns and appreciation of the program using these questionnaires.

16. Reporting and Publishing

The host club event secretary shall send to the *Golden Retriever News*, within 14 days after the CCA event, a report that lists all dogs that earned their CCA Certificate at such event. The report shall also include the name of the host club, the date and place of the event, the number of participating dogs, the names of the evaluators, the names of the dogs that qualified for a CCA Certificate at such event and the owners of the dogs. A group photograph(s) of the new certificate holders is recommended. Staging the qualifiers into two separate group photographs - morning and afternoon participants, for example - is also recommended. The same handler should not be in both photos. No individual photos or any scores/evaluations can be included.

Each entry form for a CCA participant will contain permission for the GRCA to publish the information from the CCA event. "Publish" means, in addition to the report in the *Golden Retriever News*, that the GRCA or the GRCA CCA Committee will have the right to publish the scores and/or written assessments/evaluations, photographs and other pertinent information on the entrant in some form (such as a yearbook supplement, or a separate database, report, or spreadsheet). Notwithstanding the foregoing, only qualifying scores and assessments may be published. Non-qualifying scores may be published only as statistical data and no non-qualifying dogs will be identified.

By signing the entry form, the owner agent grants permission for the GRCA at any time to publish the evaluation information on all qualifying dogs and compile information and/or publish reports for statistical purposes on all entered dogs. Evaluation information of all entered dogs is the property of the GRCA and may be published or used at any time for historical purposes.

Any owner or co-owner of a dog that has participated in a CCA event may request computer generated/digital or mailed copies of the evaluation forms for such dog from the CCA Committee. A reasonable fee may be charged for the copies. Copies of evaluation forms may not be released to any other person other than the owner or co-owner of a dog. Notwithstanding the foregoing, if the owner or co-owner of the dog is deceased, any qualifying evaluation form for any dog (but not non-qualifying forms) may be released to any GRCA member upon request, in order to be able to provide historical data and information for such dogs.

17. CCA rules of conduct and complaint procedure

All participants in the CCA program are expected to conduct themselves appropriately at CCA events and to be respectful of each evaluator's evaluations, host club members and other participants. *Unsportsmanlike behavior and misconduct will not be tolerated.*

Code of Conduct:

Sportsmen respect the traditions, sport, history and integrity of the purebred Golden Retrievers and conduct themselves in behavior that is responsible and respectful. Sportsmen also commit themselves to honesty, values of fair play, and courtesy to those involved in the sport of purebred dogs.

Misconduct is defined as:

- Inappropriate behavior and or conduct, use of foul or

offensive language.

- Unsafe or careless conduct at an event that could endanger other persons, dogs or property.
- Any activity, which is not in the best interest of, or discredits, the CCA program, the event or the GRCA.
- Any behavior that harasses an evaluator or official or any other participant at a CCA event.

Any person found to be in violation for misconduct may be subject to disciplinary measures from the GRCA.

If there is an incident of misconduct at a CCA event, it shall be handled in the following manner:

The CCA event committee chairperson will fill out a misconduct form (found in the CCA section on the GRCA website and included as an attachment to approval email from the CCA Committee to the event secretary) and gather as much information about the incident as possible from the parties involved. This information should then be sent to the CCA Committee as soon as possible. The CCA Committee will review the complaint and send it, along with their recommendation, to the GRCA Board of Directors. The GRCA Board of Directors will determine if appropriate disciplinary action is warranted, up to and including the participant being banned from further participation in the CCA program and/or expulsion from the GRCA. Participants in the CCA program may also use this complaint form to submit other concerns about an evaluator, CCA event or another participant. The same procedure will then be followed. ♦