

RETRIEVING & FIELD TRIALS (RAFT) COMMITTEE **(elected committee)**

1 Purpose

- To administer the activities of Retrieving and Field Trials.
- To be responsible for the setting and evaluation of all Retrieving and Field Trial Judges' theory and practical examinations in Victoria.
- To be responsible for the approving/granting of all Retrieving and Field Trial Judges' licences in Victoria.
- To review applications for trial dates and, in conjunction with the Calendar & Affiliates Committee, prepare an appropriate program of trials for future years.
- To make alterations to the published program where necessary due to the exigencies of trialling.
- To be responsible for the conduct of Championship Trials as appropriate.
- To conduct training programs for Judges, Stewards and competitors.
- To conduct seminars and conferences of members, clubs or delegates to discuss relevant matters.
- To liaise with the ANKC's National RAFT Committee and make proposals and recommendations on actions to that committee.

2 The Committee

The Committee to consist of 11 persons, ten elected with the following representation to the respective disciplines:

- | | |
|------------------------------------|--------------|
| • Retrieving discipline | four elected |
| • Pointer and Setter discipline | two elected |
| • Spaniel and Retriever discipline | two elected |
| • Utility Gundog discipline | two elected |

and one person appointed annually by and from the Management Committee. The committee may elect a Chairperson and a Deputy Chairperson, from within the committee, annually.

3 Term of Office

The normal term of office for elected members shall be four years commencing on 1st August with retiring members eligible for re-election subject to Rule 2.84.

4 Meeting Frequency

The Committee shall meet as often as it determines necessary but not less frequently than on a quarterly basis. The Committee may request the attendance of the CE or Committee of Management Members as long as 14 day's notice is given.

5 Matters for VCA Committee of Management

The minutes of each Committee meeting shall be forwarded to the VCA within seven days of the meeting. Actions for the VCA Committee of Management should be placed on a face sheet attached to the minutes titled "Actions for VCA Committee of Management".

6 **Other Matters**

- The Chair of the Committee shall meet with the President and Committee of Management of the VCA on the 4th Wednesday of April each year.
- The Committee shall perform an annual performance evaluation of itself.
- The Committee shall review the adequacy of its Charter annually.
- The Committee shall provide a report for the Annual Report by January 15th of each year.

7 **VCA Contact Person**

JUDY HAYNES (The person in the VCA Office who handles the actions requested by the Committee, e.g. letters sent on Committee's behalf)