

Conformation Committee Charter

1. Purpose

- a. To advance the activities of Conformation.
- b. To conduct seminars and conferences of members, clubs or delegates to discuss relevant conformation matters.
- c. To be responsible for the conduct of shows as appropriate.
- d. Monitor the performance of clubs within the discipline including financials and, in conjunction with the CR&R committee if applicable, provide assistance and or guidance.
- e. Make recommendations to Management Committee on applications for affiliation by clubs within the discipline.
- f. To make recommendations to Management Committee on any matters that impact upon the discipline.
- g. To liaise with like committees in the other States and Territories and the ANKC's National Committees and make proposals and recommendations on actions to those committees.

2. The Committee

- a. The Committee to consist of 12 members, including a representative of the Dog Stewards Association in accordance with Regulation 6.4 and appointed by the Management Committee.
- b. New members - either the Committee Chair or Management Committee shall request a "CV" detailing relevant experience for approval by Management Committee prior to the appointment being confirmed.
- c. Management Committee may appoint one of its members to the Committee.
- d. The Conformation Committee shall elect a Chairperson and Deputy Chairperson from within its membership, for a term of 12 months.
- e. Appointed Committee Members may be removed and/or replaced by the Management Committee
- f. The appointment of all Committee Members shall be for a period of one year and subject to annual review by Management Committee.
- g. The Conformation Committee shall nominate one of the committee to the Calendar and Events Committee

3. Term of Office

- a. The normal term of office shall be one year, with retiring members eligible for re-appointment.

4. Meeting Frequency

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

5. Matters for Dogs Victoria Management Committee

- a. The minutes of each Committee meeting shall be forwarded to the Performance Lead Committee within seven days of ratification.
- b. Actions for Dogs Victoria Management Committee should be placed on a face sheet attached to the minutes and forwarded to the Performance Lead Committee.

6. Other Matters

- a. The Committee shall provide a report for the Annual Report by 15 December of each year.



- b. The Chair shall participate in meetings of the Performance Lead Committee.

7. Location of Meetings

- a. That the committee considers where members reside when deciding where meetings are held.

Office/Committee Liaison – Erica Hunter (Events & Venue Administration Coordinator)

Dogs Victoria Events Calendar

Conformation Committee along with Jason Moore is the subcommittee responsible for approving conformation changes to the calendar

Calendar Coordinator – Erica Hunter