

DOGS VICTORIA DOG INCIDENT CHECKLIST – VCA REPRESENTATIVE

A dog incident is an incident involving a dog or dogs where disruption to the conduct of a fixture occurs and / or the safety of other dogs, livestock or people is put at risk. An incident includes unruly, intimidating or threatening behaviour by dog(s), and dog aggression towards other dogs or livestock or towards people.

This checklist must be completed by the VCA Representative on the day and forwarded to Dogs Victoria as soon as practicable after the incident by **email, Express Post or direct delivery to an office mailbox at KCC Park.**

Affiliate:		Fixture:	
Fixture Secretary:		Date:	
Incident reported to:		Time of incident:	
<input type="checkbox"/> The offending dog/dogs has/have been secured (crate or trailer)			
<input type="checkbox"/> All parties and witnesses involved were advised to remain at the venue until further advised by the Fixture Secretary or VCA Representative			

Identification of the dog/s involved:

	REGISTERED NAME	REGISTRATION NUMBER	BREED
1			
2			
3			

Identification of the member in charge of the dog at the time of incident:

If a junior handler was in charge, details of the parent/guardian to be included

	NAME	MEMBERSHIP NUMBER	PHONE NUMBER
1			
2			
3			

☐ Statements from all involved parties have been obtained, signed and are attached.

☐ A hearing was conducted with the Dogs Victoria Representative present to provide advice on rules and regulations

☐ All parties present in the hearing were afforded the opportunity to provide a response, ask questions and clarify details

☐ The Dogs Victoria Representative is satisfied that the hearing was conducted in accordance with the rules, regulations and procedures

If any of the above has not been satisfied, please provide reasons below:

As a result of the hearing, the following outcome has been determined by the panel:

Dog's registered name	Registration number	Breed

☐ The dog listed above has been found to have committed a level ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 offence OR

☐ The dog listed above has been found to have NOT committed an offence

☐ The member in charge of the dog at the time of the incident and/or the owner was informed of the hearing outcome

<input type="checkbox"/> The member in charge of the dog has been informed that they will be provided a confirmation of the outcome in writing through the Dogs Victoria Office. <input type="checkbox"/> The member in charge of the dog has been informed of their rights to appeal the outcome of the hearing.		
Dogs Victoria Representative Name	Membership Number	Signature
Panel Chair Name	Membership Number	Signature

Pages 3 and 4 to be given to the owner of the dog

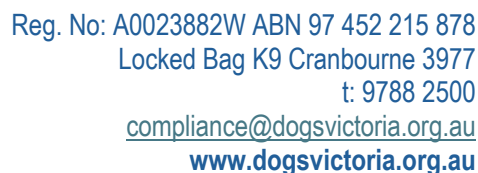
APPEAL FORM – DOG INCIDENT

Use this form if you are lodging an appeal to Dogs Victoria against a finding reached by a Panel convened to hear a dog incident which took place during a VCA sanctioned event.

Written appeal must be lodged to the Office Operations Manager of Dogs Victoria within **SEVEN DAYS** from the date of the event.

Any appeal must be lodged by the **owner** of the dog. A **handler** is to provide witness statements and may be required support a statement in person should an Appeals Hearing be called.

Person Lodging the Appeal									
Full Name:									
Address: (This can be your residential address or a mailing address)									
Name of Dog:									
Registration Number of Dog:									
Contact Telephone Numbers (So that DOGS Victoria can contact you) <ul style="list-style-type: none"> During business hours: After hours: Other contact number (eg. Mobile) Email address 	<table border="1"> <tr> <td>Business Hours</td> <td></td> </tr> <tr> <td>After Hours</td> <td></td> </tr> <tr> <td>Mobile / Other</td> <td></td> </tr> <tr> <td>Email</td> <td></td> </tr> </table>	Business Hours		After Hours		Mobile / Other		Email	
Business Hours									
After Hours									
Mobile / Other									
Email									
Dogs Victoria Membership Number (Owner)									
Handler's Name (if different from owner)									
Member No. of Handler (if different from owner)									
GROUND'S FOR YOUR APPEAL									
1. The Finding <ul style="list-style-type: none"> You have new evidence to support your case that was not available at the time of the hearing, or was not heard at that hearing. Please set out details, or attach extra pages. 									
2. The Penalty You believe that the penalty was unduly severe. Please set out your reasoning for this claim, or attach extra pages.									



If there is other evidence you want to provide to Dogs Victoria concerning your appeal, please set out the details. Attach extra pages if you need to. Sign each additional page.

[illegible]

Date: <i>(Insert date you complete this form)</i>	____/____/____
Signature:	_____

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