DOGS VICTORIA

REG. NO. A0023882W

REGULATIONS

PART 5-DISCIPLINE

Last update: 15 November 2026

To be read in conjunction with DOGS AUSTRALIA Regulations, Codes & Policies

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5 – DISCIPLINE

5.1 GENERAL

5.1.1 Where a member or affiliate submits a complaint or appeal, the complaint or appeal must be accompanied by the prescribed fee. The amount of the fee shall be as determined by the Management Committee from time to time and published in Dogs Victoria Scale of Charges. Member to member complaints must be lodged with Dogs Victoria office within 14 days of the alleged breach. If the complainant can provide evidence that exceptional circumstances prevented the complaint being lodged within 14 days, additional time may be granted. (Amended 15/04/25)

5.1.2 If a complaint submitted in accordance with Rule 2.20 contains insufficient information for the Chairpersons of the Investigation Committee and the Mediation Panel to determine the appropriate process for the complaint, then the complaint is to be rejected as one not to be dealt with by Dogs Victoria.

5.1.3 Where a complaint involves misconduct or a breach of Rules, Regulations or Codes, the complaint will generally be referred for Investigation rather than Mediation.

5.1.4 Where the Chairpersons of the Investigation Committee and the Mediation Panel decide a complaint submitted in accordance with Rule 2.20 shall be mediated, the provisions of Rule 2.23.1 shall apply. In the event that the mediation proceeds but fails to resolve the complaint, the provisions of Rule 2.23.9 shall apply. (Amended 15/06/26)

5.1.5 Where the Management Committee receives information that indicates a member or an affiliate may have breached any of Dogs Victoria Rules, Regulations or Codes, the Management Committee may refer the matter for investigation or mediation.

5.1.6 Where a member or representative of an Affiliate fails, without reasonable excuse, to attend a DOGS VICTORIA inquiry, investigation or hearing the matter may proceed in their absence.

5.1.7 Management Committee may require any person to make a written statement or statutory declaration of the facts of any matter.

5.1.8 A member shall not electronically record or transmit or be party to the electronic recording or transmitting of any proceedings taking place before Management Committee or any Dogs Victoria Committee without the prior permission of the Management Committee or the Chairperson of the relevant DOGS VICTORIA Committee.

5.1.9 No person present at any hearing before the Disciplinary Committee shall disclose verbally, in writing, or by any others means to any person who was not so present any information regarding the findings of the Disciplinary Committee or any penalty imposed before the requirements of Regulations 5.4.5, 5.4.6 or 5.4.7 have been met.

5.1.10 Persons involved in a meeting of Dogs Victoria, or a meeting, hearing or the like of a Dogs Victoria Committee are to conduct themselves with decorum and in a manner acceptable to the Chairperson. At no time are members present at a meeting, hearing or the like to be intoxicated, or to conduct themselves in a manner that threatens the continuation of the meeting. (Amended 15/11/26)

Where a person fails to comply with these requirements the Chairperson is to formally warn the person. If after having been warned the person continues to fail to comply, the Chairperson is to:

5.1.10.1 Direct the person to leave the meeting, hearing or the like immediately;

5.1.10.2 Continue the meeting, hearing or the like in the person's absence;

5.1.10.3 Advise the Management Committee in writing of the occurrence.

5.1.11 Deleted. (15/09/19)

5.1.12 Whilst a member is involved in the disciplinary process, no transaction will be processed which changes the registration status of any dog or prefix owned, part owned, leased or part leased by that member. This will include any application that is received by Dogs Victoria office and back dated prior to the start of the disciplinary process. (15/11/25)

5.1.13 If a respondent resigns from membership of Dogs Victoria or becomes unfinancial after a complaint has been received and the disciplinary process has not been completed; the following procedures will apply to ensure procedural fairness for all parties: (15/12/25)

- **Continuation of Investigation:**
  The investigation will proceed in accordance with the standard process. The respondent, now an ex- member, will be notified in writing that the investigation is ongoing. They will be offered the opportunity to provide a statement or submit evidence, as per the current procedure. If they choose not to do so, the investigation will proceed based on the information available.
- **Disciplinary Hearing:**
  If the investigation concludes that a breach has occurred, the ex-member will be informed of the findings and invited to attend a disciplinary hearing. Should they decline to attend, the hearing will proceed in their absence.
- **Penalties and Enforcement:**
  If the Disciplinary Panel determines that the ex-member is guilty of the breach and a penalty is imposed, that penalty will remain outstanding until the individual chooses to renew their membership. Upon receipt of an application to rejoin, any penalties will be enforced, and any associated fines must be paid, otherwise the membership will not be reinstated.
- **Appeals:**
  An unfinancial respondent wishing to appeal a disciplinary decision may only do so once they have reinstated their membership and become a financial member again.

5.1.14 Information provided by a member to a duly authorised person or persons must be complete to the best of the member's knowledge and must not be false or misleading. If an inspection of a member's premises is involved, no dog normally under the care of the member may be concealed from the authorised person or persons or be absent from the premises during the inspection. (15/12/25)

5.2 MEDIATION

5.2.1. Appointment of Mediation Panel

5.2.1.1 Management Committee shall appoint a Mediation Panel of Dogs Victoria members, none of whom shall be members of the Management, Investigation, Disciplinary or Appeals Committees.

5.2.1.2 The Mediation Panel shall have the delegated authority under Rule 2.87 to mediate.

5.2.2 Appointment of Chairperson / Deputy Chairperson of the Mediation Panel

Management Committee shall appoint members of the Mediation Panel to be Chairperson and Deputy Chairperson of the Mediation Panel.

5.2.3 Appointment of Mediators

Where it has been determined that a matter shall be mediated by members of Dogs Victoria, the Chairperson of the Mediation Panel shall nominate two members of the Mediation Panel to conduct the mediation.

5.2.4 Non DOGS VICTORIA Mediators

Where one or more of the parties request the services of a non Dogs Victoria mediator, the Chief Executive shall arrange for such mediation.

5.2.5 Mediation

5.2.5.1 Where mediation is to conducted by members of the Mediation Panel the Chief Executive shall forward a copy of the complaint / report and the Mediation procedure to each party and to each Mediator.

5.2.5.2 Where mediation is to conducted by non Dogs Victoria personnel the Chief Executive shall advise each party of the decision to use non Dogs Victoria mediators and shall forward a copy of the complaint / report to each party and to each Mediator. The Chief Executive shall advise the Mediators of the requirements of Regulations 5.2.5.3 and 5.2.5.4.

5.2.5.3 The Chief Executive shall be advised in writing by the Chairperson of the Mediation Panel, or the non Dogs Victoria Mediator, of the outcome of every mediation session conducted in accordance with the Rules and Regulations of Dogs Victoria, and shall be provided with a copy of any terms of settlement within 7 days of the mediation.

5.2.5.4 The Office Operations Manager shall confirm in writing the outcome of the mediation to each party within 14 days of the Office Operations Manager receiving the results. (Amended 15/10/24)

5.2.6 The Chief Executive shall keep a file of all complaints and reports that have been referred to mediation, with the outcome summarised as the front sheet of the file.

5.3 INVESTIGATIONS

5.3.1 Appointment of Investigations Committee

5.3.1.1 Management Committee shall appoint an Investigations Committee of Dogs Victoria members, none of whom shall be Mediation Panel members, or members of the Management, Disciplinary or Appeals Committees.

5.3.1.2 The Investigations Committee shall have the delegated authority under Rule 2.87 to investigate.

5.3.2 Appointment of Chairperson / Deputy Chairperson of the Investigations Committee

Management Committee shall appoint members of the Investigations Committee to be Chairperson and Deputy Chairperson of the Investigations Committee.

5.3.3 Appointment of Investigations Subcommittee

The Chairperson shall appoint up to three members of the Investigations Committee to form an Investigation Subcommittee for the purposes of conducting an individual investigation. In the event that a member of the subcommittee becomes unavailable, the other members may continue the investigation.

5.3.4 Functions of Investigations Subcommittee

Following referral of a file by the Chief Executive the Investigations Subcommittee shall consider the file and;

5.3.4.1 Where necessary carry out an investigation which may include interviews or correspondence with the complainant, the alleged offender and any potential witnesses.

5.3.4.2 May direct members to attend at a specified time and place for the purposes of interview.

5.3.4.3 Determine whether the matter is frivolous, and if so determine whether a charge should be laid against the Complainant.

5.3.4.4 Prepare a report on the investigation and furnish it to the Chairperson of the Investigations Committee.

5.3.5 A Case to Answer

If as a result of the investigation, the Investigations Committee believes that prima facie any member or affiliate involved in the allegation has a case to answer; the Investigations Committee shall direct the Office Operations Manager to: (Amended 15/07/26, 15/10/24)

5.3.5.1 Advise the member/s or affiliate [hereinafter called the Respondent] in writing of the case to answer; and (Amended 15/07/26)

5.3.5.2 Direct the Complainant and Respondent in writing to appear before a Disciplinary Hearing and advise that they may bring to the hearing any witnesses or written material in support of their case.

5.3.6 Breeder Breach Summary Penalties (15/08/18)

Where a breach of the Code of Practice – Breeding: sections 20.1.12 – 20.1.14 is detected by Dogs Victoria, in the instance of a first or second breach by a member they may be dealt with by the issuing of a summary penalty. Applicable penalties are set out under Penalty Guidelines.

Notwithstanding the foregoing a member may elect instead to appear before a Disciplinary Tribunal as provided for under Rule 2.20.9.

5.3.6.1 Where a summary penalty is offered under Regulation 5.3.6, the registration certificates of any affected litter will be retained by Dogs Victoria until the breeder notifies the office of their selection to accept the summary penalty or proceed to hearing. (15/12/22)

5.4 DISCIPLINARY HEARING

5.4.1 Appointment of Disciplinary Committee

5.4.1.1 Management Committee shall appoint a Disciplinary Committee, none of whom shall be members of Management, Investigations or Appeals committees, or Mediation Panel.

5.4.1.2 The Disciplinary Committee shall have the delegated authority under Rule 2.87 to conduct Disciplinary Hearings.

5.4.2 Appointment of Chairperson / Deputy Chairperson of the Disciplinary Committee

Management Committee shall appoint members of the Disciplinary Committee to be Chairperson and Deputy Chairperson of the Disciplinary Committee. One of these persons, or such other committee person nominated by the Chairperson, shall act as Chairperson of each Disciplinary Hearing. Such nomination shall be made only on a case-by-case basis where the Chairperson or Deputy cannot be available either by conflict of interest or other reasonable absence. (Amended 15/05/18)

5.4.3 Disciplinary Hearing.

A disciplinary Hearing shall be conducted by not less than three (3) members of the Disciplinary Committee, including the Chairperson and/or Deputy Chairperson.

5.4.4 The Respondent and the Complainant shall conduct their own case but may be represented by friend or agent. The Respondent and the Complainant shall be responsible for arranging for their witnesses for their hearing. (15/10/10) (14/02/13)

5.4.5 The Disciplinary Committee shall give the Chief Executive a written report of its findings and of any penalty imposed within seven days of the hearing.

5.4.6 The Chief Executive shall inform the Management Committee in writing of the Disciplinary Committee determination within seven business days of receipt of the Disciplinary Committee's report. (Amended 15/07/25)

5.4.7 The Office Operations Manager shall within seven business days of receipt of the Disciplinary Committee's report give the Respondent written advice of the findings of the Disciplinary Committee, the penalty or penalties imposed on the Respondent and the consequences thereof and the Respondent's right of appeal to the Appeals Committee. Such advice shall be sent to the Respondent by special delivery mail or delivered personally to the Respondent. (Amended 15/08/25, 15/10/24)

5.4.8 An appeal by the Respondent must be lodged in writing with the Chief Executive within seven business days of receipt of the written advice of the findings of the Disciplinary Committee. The decision of the Disciplinary Committee remains in force until the appeal has been resolved. (Amended 15/07/25)

5.5 APPEALS

5.5.1 Appointment of Appeals Committee

5.5.1.1 Management Committee shall appoint an Appeals Committee none of whom shall be a member of Management, Investigations or Disciplinary Committees or the Mediation Panel.

5.5.1.2 The Appeals Committee shall have the delegated authority under Rule 2.87 to conduct appeal hearings.

5.5.1.3 The Appeals Committee shall not conduct a re-hearing of a Disciplinary Hearing. The sole function of the Appeals Committee is to consider the grounds of appeal and any reasons or new evidence produced by the Respondent, or the Management Committee in the case of an appeal by the Management Committee. In the case of an appeal following a Disciplinary Hearing, new evidence means evidence that was not available at the Disciplinary Hearing

5.5.2 Appointment of Chairperson / Deputy Chairperson of the Appeals Committee

Management Committee shall appoint members of the Appeals Committee to be Chairperson and Deputy Chairperson of the Appeals Committee. One of the persons shall act as Chairperson of each Appeal Hearing.

5.5.3 Appeal Hearing

Not less than three members of the Appeals Committee, including the Chairperson and/or Deputy Chairperson, shall be required for any Appeal Hearing.

5.5.4 Appeal by Respondent

Any Respondent [hereafter called the Appellant] aggrieved by a decision of Dogs Victoria may within seven business days of receipt of notice of such decision give notice of appeal against such finding and/or any penalty imposed. The Appellant's notice of appeal must be in writing and must include the grounds for the appeal and specify the evidence and reasons on which the appeal is based. (Amended 15/07/25)

5.5.5 Appeal by Management Committee

The Management Committee within seven business days of receipt of the report called for by Regulation 5.4.6 may give notice of appeal against any penalty imposed by a Disciplinary Committee and/or an appeal against the findings of the Disciplinary Committee, including findings that charges were or were not proven. Such appeal must specify the reasons on which the appeal is based. Notice

of appeal by Dogs Victoria shall be served on the Respondent by Express Post or delivered personally. (Amended 15/09/25,15/07/25) (15/03/17)

5.5.6 Hearing of Appeal

The appeal hearing must be convened by the Appeals Committee as soon as practicable, preferably within 21 days of the date on which the notice of appeal under Regulation 5.5.4 was received. It may either: (Amended 15/11/25) (15/04/16)

5.5.6.1 Uphold the appeal and quash or set aside the decision of the Disciplinary Committee and any penalty or penalties imposed on the Appellant; or

5.5.6.2 Dismiss the appeal and confirm the decision of the Disciplinary Committee. It may also increase, decrease or vary or add to the penalty or penalties imposed including any order to pay costs; or

5.5.6.3 Order a re-hearing of the charge by a new Disciplinary Hearing; or

5.5.6.4 In the case of an appeal by the Management Committee confirm the penalty or penalties, increase or vary the penalty or penalties imposed on the Respondent including any order to pay costs.

5.5.7 The Chairperson shall without delay advise the Office Operations Manager in writing of the decision of the Appeals Committee. The Office Operations Manager shall within seven days of receipt thereof advise the Management Committee and the Appellant of such decision. Notice of the same to the Appellant shall be in writing and sent by Express Post or delivered personally to the Appellant. (Amended 15/09/25,15/10/24)

5.6 PENALTIES

5.6.1 The Disciplinary Committee and the Appeals Committee in acting under these Regulations have power to impose any one or more of the following penalties:

5.6.1.1 To suspend or disqualify or otherwise debar any person from judging and/or taking part in and/or having any connection with and/or attending any exhibition of dogs held under Dogs Victoria Rules and Regulations or being associated with any affiliated body.

5.6.1.2 To suspend or disqualify or otherwise debar from competition all or any dogs owned and/or part-owned and/or leased and/or part-leased by him or her and/or registered in his or her name as at the date when the information and/or report was supplied to the Chief Executive of Dogs Victoria by the Disciplinary Committee or Appeals Committee.

5.6.1.3 To cancel or strike from its records the registration of any dog or dogs owned and/or part-owned and/or leased and/or part-leased by any person referred to in these Regulations for such time as the Disciplinary Committee or Appeals Committee deems fit.

5.6.1.4 To refuse to register any litter bred from any dog or bitch owned and/or part-owned and/or leased and/or part-leased by any person referred to in these Regulations.

5.6.1.5 To impose a fine payable within a specified period as prescribed in the Associations Incorporation Act 1981.

5.6.1.6 To suspend or disqualify any person from membership of Dogs Victoria.

5.6.1.7 To impose any other penalty as they deem fit, including awarding costs.

5.6.1.8 To suspend or disqualify any incorporated body from association with Dogs Victoria either unconditionally or subject to such terms and conditions regarding reinstatement as it deems fit.

5.6.2 All penalties imposed shall be observed and enforced by all bodies affiliated with Dogs Victoria and Member Bodies of DOGS AUSTRALIA.

5.6.3 Any member of Dogs Victoria suspended or disqualified, or any person who becomes ineligible in accordance with the provisions of the Rules and Regulations of Dogs Victoria, shall not be entitled to the return of any portion of that member's annual subscription or any other fees.

5.6.4 Any penalty involving ineligibility, disqualification or suspension imposed on a member shall also apply to all dogs registered in the name of or owned or part owned or leased or part leased by that member.

5.6.5 Where a fine payable within a specified period has been imposed on a member by a Disciplinary Hearing and the fine has not been paid within the specified period, the member's membership shall be suspended until such time as the fine is paid.

5.6.6 For the purposes of this Regulation, the offence of "cruelty" is as defined in the Prevention of Cruelty to Animals Act 1986 (as amended from time to time): Where a member has been found guilty by a Disciplinary Panel and or an Appeal Panel of cruelty to an animal, whether or not that animal is owned in full or in part by that member or by another person, the penalty is the automatic expulsion for life of that member, and the provision of Regulation 5.6.4 shall apply save that where the expelled member has the benefit of an unexpired lease, the lease shall immediately be terminated and the registration of the dog the subject of the lease shall revert to the lessor, provided that the lessor is not involved in the act of cruelty. (15/03/17)

5.6.7 Any instance of animal abuse at any Dogs Victoria sanctioned event must be reported. Excessive disciplining of a dog, neglect endangering a dog's wellbeing, the whelping of a bitch at an event, lifting a dog by means of neck/lead and tail, are examples of actual physical abuse and are strictly prohibited.

Where such behaviours take place during judging of any event, the exhibitor/handler should be immediately removed from the event and the behaviour reported to Dogs Victoria representative. (15/05/18)