



## Procedures for ANKC Delegates

1. The Dogs SA ANKC Ltd delegate receives notification from the Executive Officer, via ANKC Ltd, for the scheduled review of the ANKC Ltd Rules for a particular discipline with the date for any proposed changes to the Rules to be submitted to the ANKC Ltd Administrator via the Executive Officer.
2. The ANKC Ltd delegate in consultation with the Advisory Committee will place a notice in the Journal and on the Dogs SA Website advising of a Competitors meeting which will be held prior to a Judges meeting. The meetings are to formulate the Dogs SA submission which will form part of the agenda for the next ANKC Ltd meeting of the appropriate National Committee.
3. The ANKC Ltd delegate will chair the 2 meetings. All items discussed at the Competitors and Judges meetings must be written and formatted in 'Word' with a rationale and they will form part of the minutes. The minutes of the Competitors meeting will be presented at the Judges meeting. From the minutes of both the Competitors and Judges meetings the delegate will put together the proposed submissions to be forwarded to the Advisory Committee for final review.
4. The final Dogs SA submissions are to be prepared by the delegate in accordance with the ANKC Ltd 'Procedure for Reviewing Existing Rules and Documents' (adopted October 2012). After consultation between the delegate and the appropriate Advisory Committee the final submissions will be forwarded to the ANKC Ltd by the Executive Officer
5. At a specified date the ANKC Ltd Administrator will distribute to Dogs SA the Notice of the Meeting containing the agenda with copies of the submissions received.
6. The ANKC Ltd delegate in consultation with the Advisory Committee will place a notice in the Journal and on the Dogs SA Website advising Competitors and Judges of a meeting to review the whole ANKC Ltd agenda and formulate Dogs SA position on all the agenda items.
7. The Executive Officer will record at the meeting of Competitors and Judges the final instructions to the ANKC Ltd delegate on voting for all agenda items.
8. The delegate must notify the Executive Officer in writing that the ANKC Ltd minutes/ documents they have received from the ANKC Ltd Administrator via the Executive Officer are a true and accurate record of the ANKC Ltd meeting they attended.