

Guidelines for the Rules Committee of the USPCA

Objective: The purpose of the USPCA Rules Committee is to address new rule proposals and changes before they are presented for vote to the Executive Committee. The Rules Committee will ensure that the rules are safe for the K9, safe for the K9 handler, can be judged if necessary during a trial, and are for the betterment of the USPCA. It is not the intention of the Rules Committee to make personal judgments or decisions on the proposed rules.

Rules Committee members : The Rules Committee will consist of the 6 sitting National Vice-Presidents, and one Chairperson. At the request of this Chairperson, The National President and the Executive Director may attend meetings, but shall have no voting privilege. The Chair also reserves the right to invite other contributing members should their input be needed for rules changes. There must be at least 4 committee members present, counting the Chair, for a quorum. The chair will cast the deciding vote in case of a tie.

Meetings: There will be a scheduled meeting of the Rules Committee to be held before a national meeting, at the discretion of the Rules Committee Chair. Meetings shall be held annually unless no rules are up for discussion. Conference calls can be used for meetings as needed.

General Guidelines for the submission of rules and rules changes: Any paid member of the USPCA may write a request for a rule or rule change. The rule or change should be written as if it were being printed in the rules book, using the same format. (See example below) There should also be a purpose or explanation for the change. A rules change needs to be prepared and submitted to their respective National VP 30 days prior to a Rules Committee meeting, in order to be considered by the Committee. The proper procedure for presenting a rules change is as follows: The member writes the proposal and then presents the proposal to their Region Executive Board. The Region Executive Board can then decide if they are in favor of, or opposed to the change. They can also recommend changes to the proposal. If the Region Executive Board is opposed to the change, the member may still choose to present the change to their respective National VP, but must inform the National VP that the change has been submitted to their Region board. If the Region board approves of the change, a member of the Region board may present the change to the National VP recommending the proposal be considered. Weight shall be given to rules changes that have the support of a Region board. The National President, National Secretary, National Treasurer, National VP's, Judges Committee Chair and Executive Director may propose rules changes to the Rules Committee directly.

Miscellaneous: All rules changes that are approved out of the Rules Committee will be read at the next National Committee Meeting, printed in the Courier, emailed out by the executive director and if possible, posted

on the USPCA Web page. They can then be voted on by the National Executive Committee at the next national board meetings. The rules that are voted on and pass during the National Executive Committee meeting will go into effect the following year, on January 1st. Only completely new certification tests can be put into effect immediately unless approved by the Executive Board.

The Rules Committee can address changes on an emergency basis either by conference call or email at the discretion of the Rules Committee Chair or the National President.

Rules that are submitted and voted down during the Executive Board meeting, may be re-written and can be resubmitted using the same procedures listed above.

Originally prepared by the Rules Committee
5-1-2010 Biwabik, MN

Updated 4-1-2025 by Secretary Ruopp

Example rules change proposal:

EXISTING RULE:

Explosive Detection Canines 1. Judges

Line 3. A minimum of three judges will be used for each phase of the certification with the exception of the Odor Recognition Phase which requires two judges.

CHANGE TO:

Explosive Detection Canines 1. Judges

Line 3. A minimum of three judges will be used for each phase of the certification with the exception of the Odor Recognition Phase which requires only one judge.

Purpose of change: It isn't necessary to have more than one judges opinion for this test. There is no real judging – as it is yes or no for the alert.