

Philippine Canine Club, Inc.



AFFILIATED CLUBS RULES & REGULATIONS

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Affiliated Clubs Rules & Regulations

I. Definition of Terms

- A. ACC refers to the PCCI Affiliated Clubs Committee.
- B. ACEC refers to the Affiliated Clubs Executive Council.
- C. Applicant refers to here.
- D. Board refers to the PCCI Board of Directors.
- E. A club refers a breed specialty, group, all breed, or obedience club duly affiliated or in the process of affiliation with PCCI.
- F. Dog show or show refers to an Affiliated Club's dog show as sanctioned by PCCI or Fun Matches conducted by clubs seeking affiliation with PCCI.
- G. Fees refer to all forms of dues paid to PCCI such as affiliation fees, re-affiliation fees, etc. All fees paid to PCCI are not refundable.
- H. Meetings refer to all meetings conducted by the ACC, ACC Executive Council, or any club.
- I. Member refers to PCCI or ACC member in good standing.
- J. PCCI refers to the Philippine Canine Club, Inc.
- K. PCCI sanctioned show refers to a duly approved dog show officiated by licensed judge(s) and conducted in accordance with PCCI rules.
- L. Privileges refers to privileges granted by PCCI such as financial assistance, show subsidies, judge's subsidies, honorarium, holding of dog shows, awarding of champion points, and other things that the ACC and PCC Board may prescribe from time to time.
- M. Subsidies refer to show subsidies, judge's subsidies and all forms of financial assistance accorded by PCCI to its affiliated clubs. It is part of the privileges granted by PCCI.
- N. Suspension refers to a temporary suspension of all privileges, for a certain period of time. Upon lifting of the suspension, the club is automatically reinstated.
- O. Disaffiliation refers to a permanent termination of all privileges.

II. Charter

The Affiliated Clubs Committee, as mandated by the PCCI Board, is vested with full power and authority to undertake all issues and matters concerning the PCCI Affiliated clubs and its affairs.

Objectives

- Conduct regular monthly meeting
- Provide assistance to all clubs
- Provide assistance and guidance to clubs aspiring for affiliation
- Motivate and encourage members to organize new clubs
- Approve subsidies
- Conduct seminars, activities and training classes to further the sport of purebred dogs

- To share the common interest of raising, training, breeding and competition of purebred dogs

III. Organizational Structure

A. The chairman of the ACC and ACC Executive Council

1. The Chairman of both ACC and the ACC Executive Council must be a Board Member appointed by the PCCI President and duly approved by the Board.
2. Duties and responsibilities:
 - a) To preside at all meetings;
 - b) To sign and execute all resolutions passed and forward those resolutions requiring higher level of approval to the Board for confirmation;
 - c) To prepare a budget of the estimated expenditures and subsidies for every year;
 - d) To manage and set directors on the program of the ACC;
 - e) To review and approve payment for subsidies;
 - f) To account for all the subsidies and expenditures incurred by the ACC, the Chairman shall be liable for any misuse of funds appropriated by PCCI;
 - g) To act as or appoint an ACC representative in all dog shows, monitor the activities and evaluate their performance in regards to compliance with the ACC Rules and Regulations;
 - h) To perform such other duties pertaining to his office.

B. ACC Executive Council

1. Members of the ACC Executive Council are appointed by the chairman to assist him in carrying out the normal functions of his duties. The ACC Executive Council shall meet regularly to pre-screen all applications and documents and ensure that they are complete and in order before it is presented to the general body for decision.
2. Duties and Responsibilities:
 - a) To assist the chairman in preparing the Agenda for all the meetings as well as keeping its minutes.
 - b) To assist in the preparation of the budget for the Fiscal Year.
 - c) To counter check all payments to be approved by the chairman prior to its release.
 - d) To compile all the resolutions and follow up on those resolutions that require Board approval.

C. PCCI Affiliated Clubs Committee

1. Consists of all full-pledged PCCI affiliated clubs in good standing. (Two representatives per meeting)
2. ACC Regular Meeting shall be held on the second (2nd) Wednesday of every other month or when deemed necessary.
3. Each club shall have the right to cast a vote on resolutions presented to the body. Suspended members cannot vote until they are reinstated.
4. Duties and Responsibilities:
 - a) To set the highest standard with regards to the welfare of the dogs and the responsibilities of dog ownership
 - b) To establish standard procedures for the implementation and enforcement of the rules and regulations. To make sure all existing rules and regulations are strictly followed.
 - c) To formulate new rules and regulations as may be deemed necessary.
 - d) ACC must submit all resolutions and decisions to the PCCI Board for approval in order to make it enforceable.

D. PCCI Affiliated Clubs

1. Composed of PCCI members who love purebred dogs and their sport and willing to work together to serve their club's interests.
2. Duties and Responsibilities;
 - a) To participate in the deliberation and formulation of ACC Rules
 - b) To maintain their status of affiliation in good standing by complying with all the requirements and pre-requisites to renewal of affiliation
 - c) To comply with all SEC and other government requirements
 - d) To pay their annual dues, renew their affiliation on time
 - e) Report their plans and activities at the ACC regular meeting

IV. Correspondence and Communication

All transactions and communication on matters pertaining to the ACC should be forwarded to the PCCI office. Urgent matters requiring immediate attention should be marked "Urgent" and addressed to the Chairman, ACC Executive-Council, and Affiliated Clubs Committee.

V. Procedure for Affiliation, Renewal and Loss of Affiliation

A. Requirements and Procedure For Affiliation

1. Probationary Affiliation

- a) Any club mentioned above who agrees to abide by the rules and regulations of the PCCI may qualify for affiliation. The applicant club shall submit in writing its intention to affiliate, giving the proposed club's name.
- b) Territorial Limitation – as a general rule, a provincial club may be accepted on the basis of the region they represent. However, in densely populated areas, there may be a need for more clubs. Newly organized clubs are advised to name their clubs to identify the region/locality where they belong.
- c) All requirements must be submitted before an application can be processed. The application shall be accompanied by the following:
 - 1) Draft of the Articles of Incorporation (2 copies)
 - 2) Draft of the proposed By-Laws (2 copies)

If the SEC documents are already approved and registered when submitted, the applicant must amend any section imposed by ACC. Only after such amendment(s) are approved by SEC will further action on the application be made. If the requirements are not completed within the 6 months period. The applicant must file for another 6 months extension. Beyond that period they have to re-apply.

- 3) List of officers, directors, incorporators and members with complete addresses and telephone numbers, all of whom must be PCCI members in good standing at the time of application.

Minimum membership requirements per club:

- Minimum Directors - 5
- Breed Specialty/Obedience Club - 10
- Group Club - 15
- All Breed Club - 30

Note: Article IX Section 6 of PCCI By-Laws does not allow any person to serve as officer or director in more than one club, whether it be the PCCI itself or any of its affiliates.

- 4) The minutes of the Organizational and Election Meeting certified by the applicant-clubs's Secretary or President.
- 5) Submit in writing the names of the two (2) designated representative of their club. Any one (1) of two (2) designated representatives must attend the ACC's Regular Meetings and activities. A club outside Metro Manila may appoint two (2) PCCI members as its duly designated delegates. If any of the designated delegates cannot attend, the club may appoint a substitute. The person appointed must present a letter of authority from the club he/she is representing. The person appointed must present a letter of authority from the club he/she is representing. No delegate may represent two (2) or more clubs.

Any club (including provincial clubs) incurring 2 consecutive absences or three (3) non-consecutive absences at ACC Regular will be suspended for six (6) months.

- d) All the documents are submitted to the ACC for review, evaluation and processing. Then it is recommended to the Board of approval.
- e) Upon approval, a club shall go through a 6 months probationary affiliation before they can be granted a full affiliation. During the probationary period, the club must:
 - 1) Hold a minimum of 2 fun matches
 - 2) Must have at least two (2) PCCI licensed ring stewards who must be members of their club.

2. Full Affiliation

After complying with all the requirements within the probationary period, the applicant shall submit an application for full affiliation together with the entire SEC approved copies of the By-Laws and Articles of Incorporated. The ACC upon receipts of the above requirements endorses it to the PCCI Board for final approval.

3. Renewal of Affiliation

- a) All affiliation expires on June 30 of every calendar year. All affiliated clubs are required to file their applications for renewal with the ACC thirty (30) days before the expiry date,
- b) The application for renewal shall be accompanied by the following;
 - 1) Minutes of the General Annual Meeting and Election of Directors for the current year
 - 2) List of current year's Officers, Directors and members complete with address and telephone numbers, all of whom must be PCCI members in good standing

Minimum membership requirement per club:

 - Minimum Directors - 5
 - Breed Specialty/Obedience Club - 10
 - Group Club - 15
 - All Breed Club - 30

Note : Article IX Section 6 of PCCI By Laws does not allow any person to serve as an officer or director in more than one club, whether it be the PCCI itself or any of its affiliates.

- 3) Detailed report of activities for the past year and program of activities for the current year.
- 4) Annual Financial Report for the year ended.
- 5) General Information Sheet as submitted to SEC.
- 6) Name of the two (2) delegates to represent their club at ACC members. It is every club's responsibility to make sure that their representative attends the regular

meeting of the ACC, any club (including provincial clubs) incurring 2 consecutive absences of three (3) non-consecutive absences at ACC Regular Meetings will be suspended for six (6) months.

7) Upon receipts of the annual renewal fee, the ACC shall issue the Certificate of Renewal of Affiliation after having determined that the club concerned has fully complied with requirements for renewal.

8) Only those clubs that have a Certificate of Renewal of Affiliation shall enjoy the privileges granted by PCCI.

- c) Two (2) PCCI Licensed Ring Stewards who must be members of their club.
- d) Minimum number of dog shows per year to be complied before a club can be allowed to renew their affiliation.

Type of Club	Breed Specialty Show	Group Shows	All Breed Shows	Obedience Trials
Breed Specialty	Minimum of 2	N/A	1 Back to Back	N/A
Group Club	N/A	Minimum of 2	1 Back to Back	N/A
All Breed Club	N/A	N/A	Minimum of 3	N/A
Obedience Club	N/A	N/A	N//A	Minimum of 2

- e) Only one venue per date will be approved for shows to be held in Luzon
- f) Breed and Group clubs can hold syndicated shows in Luzon provided however that only one venue per date will be approved.
- g) The required dog shows for Breed and Group Clubs should have at least 20 and 35 entries respectively **including baby** puppies . Otherwise, the show will not be counted as part of the compliance for the requirement and would therefore mean that a club may lose its affiliation with the PCCI.

4. Disaffiliation /Suspension/Reinstatement

- a) An affiliated club allowing its status to lapse by not complying with the requirements for renewal within the prescribed period shall be automatically DIS-AFFILIATED.
- b) An affiliated club indicating in writing that they are no longer interested in renewing their affiliation with PCCI.
- c) An affiliated club suspended or disaffiliated by PCCI Board.
- d) On a case to case basis, a disaffiliated club may be allowed to file an appeal for reconsideration/re-affiliation with the ACEC. The ACEC after reviewing the case may recommend the same procedure for renewal, impose other conditions or deny the request. Only upon compliance of all the requirements and the payment of re-affiliation fee can a club be reinstated. In cases where the disaffiliation/suspension is made by the PCCI Board, the decision of the Board on the appeal shall be based primarily on the recommendations of the ACEC. A disaffiliated club failing to settle their obligation(s) within a year loses their right to appeal and must re-apply for affiliation if the ACEC will allow it.

- e) Depending on the nature of the suspension, a club may appeal to the ACEC for reconsideration, in which case the ACEC shall act on the matter according and at its discretion, deny the request or impose other conditions before the suspension can be lifted. A club reinstated due to suspension need not pay anything, unless stipulated by the ACEC as a pre-condition to their reinstatement.
- f) A club suspended or disaffiliated loses all the privileges they are entitled to as a result; they cannot hold dog show, collect subsidy or other financial assistance until they have been reinstated. They shall be allowed to attend ACC meeting and activities but shall have no right to vote on any issues presented.

VI. Types of PCCI Sanctioned Dog Shows

A. Pointed Shows

- 1. PCCI Sanctioned Show or Championship Dog Show - is a conformation dog show where a winner is judged in accordance with its proximity to the breed standards, where championship points are awarded and titles are earned. The show and the officiating licensed judge(s) must be approved by the ACC.
 - a) Breed Specialty Show - limited to one (1) breed
 - b) Group Show - limited to club's particular group
 - c) All Breed Show - open to all the breeds in the seven/ten groups
- 2. FCI International Show - show conducted under FCI rules where CACIB awards are given.
- 3. AKU Show - show conducted under the normal rules with special titles awarded.

B. Performance Shows and Events

- 1. Obedience Trials - demonstrates the usefulness of purebred dogs as a companion of man and to follow specified routines. Only a licensed Obedience judge can officiate the show.
 - a) CD - companion dog
 - b) CDG - companion dog graduate
 - c) CDX - companion dog excellence
 - d) UD - utility dog
- 2. Sieger Show/Landesgruppen Show - a non-pointed German Shepherd Dog Show conducted under the rules of SV (Germany)
- 3. Fun Match - dogs entered in Fun Matches must be PCCI registered but are not Champions of Record. A "Parade of Champions" or similar event may also be held on the same day but it should not be a part of the Fun Match. Any PCCI member in good standing with a fair knowledge of dogs or aspiring for a judging license can judge at a Fun Match. Prior approval is required before a Fun Match

can be conducted. Fun Matches must be conducted in accordance with the PCCI Show Rules. Results of the match must be submitted to PCCI within one week.

4. Agility and Flyball
5. Mondio Ring

VII. PCCI OFFICIAL BREED STANDARDS

The Philippine Canine Club Inc. adopts the breed standards recognized by the FCI (Federation Cynologique Internationale), as well as the standard by the SV for the German Shepherd Dog.

VIII. PCCI Staff Assistance

- A. All request for PCCI staff assistance must be coursed through the ACC and the PCCI Secretary
- B. The PCCI staff shall only perform registration of show entries, such as acceptance of entries and payment, and the preparation of show catalogues.
- C. PCCI staff assistance to the club on the day of their dog show is considered an extra service. Plane fares and other transportation expenses, hotel accommodation and meals incurred by the PCCI staff shall be charged to the show-giving club accordingly.
- D. PCCI will provide the manpower (logistic and stewards) for FREE if the show is held at the PCCI Activity Center in Marikina City.
- E. Any other services provided by PCCI shall be charged to the affiliated club; e.g. overtime pay.

IX. SUBSIDIES/FINANCIAL ASSISTANCE

A club that has been issued a Certificate of Affiliation for the current year is entitled to all the privileges granted by the PCCI.

PCCI Affiliated Clubs based in Metro Manila will be allowed to use the PCCI Activity Center for FREE. PCCI will provide the manpower (logistic and stewards) including advertisement in the newspaper for FREE.

A. Show subsidy

1. Type of Show

Type of Show	Subsidy (per dog present and entered)
Breed Specialty	P200 pesos per dog for a maximum of 200 entries per show
Obedience Trials	P100 pesos per dog for a maximum of 250 entries per show.
Group	P100 pesos per dog for a maximum of 250 entries per show.
All Breed	<p>All-Breed Show of Provincial Clubs - P150 pesos per dog for a minimum of 250 entries per show</p> <p>All-Breed Show of Breed Clubs - P100 pesos per dog for a maximum of 250 entries per show.</p>

2. Maximum Subsidies per year:

Four (4) shows a year for each club.

3. Procedures on Collection of Subsidies

- a) Show Catalogue and Judging Sheet must be submitted within three (3) days after the show for Metro Manila and within five (5) days for provincial clubs.
- b) Written application for financial assistance addressed and submitted to: **The Chairman, ACC Executive-Council**
- c) Submission of a marked show catalog and a certified copy of the show results signed by the Show Chairman no later than **seven days** from the date of the show. After 30 days the application shall no longer be accepted under any circumstance.
- d) Effective January 1, 2009, Breed and Group Clubs have to have at least 20 and 35 entries of their respective breed or group respectively **including baby puppies**. When holding All-Breeds Championship Dog Shows; All-Breed Clubs must have at least 60 entries including baby puppies otherwise, their privilege to avail for assistance fund will be forfeited.
- e) Application of subsidy must be filed within two weeks after said show, otherwise, subsidy will be forfeited.
- f) Failure to comply with any of the above requirements shall mean automatic disapproval for the request for subsidy for that particular show.

B. Judges Subsidy

1. Foreign Judge

- a) The amount of Php 10,000 shall be given to a club who invited the foreign judge and the amount of Php 5,000 for the other club(s) sharing the same foreign judge.
- b) The amount of Php 3,500 shall be given to a club holding a show under a foreign judge who is stopping over. Likewise, the amount of Php 2,500 shall be given to the other club(s) sharing the same judge.

2. Local Judge

- a) The amount of Php 5,000 shall be given to an affiliated club holding a PCCI-sanctioned show under a licensed Filipino judge or locally based judge.
- b) As an added incentive to provincial affiliated clubs, PCCI shall provide the airfare of 2 all breed local judges each year provided that the inviting club sends an invitation to the PCCI Judges and Licensing Committee two (2) months prior to the show date. The airfare on this provision shall be taken from the funds of the Judge's and Licensing Committee. Food and lodging of the judges must be shouldered by the show-giving club.
- c) All judges must put in 3 stars hotel.

3. Maximum Subsidies Per Year

A maximum of one (1) judge per show and a maximum of four (4) shows in a year.

C. Subsidy for Seminars And Other Activities

1. A maximum of Php 8,000 shall be allowed for seminars and other related activities to be conducted by an affiliated club and approved by the ACC Chairman. An application must be submitted at least thirty (30) days prior to the event stating the ff:
 - a) The purpose and nature of the activity
 - b) Proposed date and venue
 - c) Expected number of participants
 - d) Resource speaker/s and guest
 - e) Detailed budget of proposed activity
2. Liquidation of expenses for the above must be covered with official receipts. Other expenses must be accounted for and submitted not later than fifteen (15) days after the activity. Full subsidy may only be availed if the minimum number of 10 attendees per seminar is met.

X. Effectively

These amended ACC rules and regulations shall take effect on November 20, 2013.
All PCCI Affiliated Clubs are hereby advised to be guided accordingly.

