**Ontario Poultry Judges Association Policy and Procedures**

**Mission Statement**

The mission of the Ontario Poultry Judges Association is to provide guidance and training to individuals interested in obtaining a poultry judging license to service the Exhibition Poultry Hobby in Ontario ,as well to act as a governing body in the Province of Ontario, managed by its membership, to ensure that the integrity of the Exhibition Poultry Hobby is up held to the highest standards with regards to judging of poultry in accordance to the American Poultry Association Standard of Perfection.

**Philosophy**

We wish to honor our predecessors who paved the way by servicing our hobby as officials of our shows, fairs and competitions through out the province of Ontario. We honor and embrace all the judges who obtained their Ontario Poultry Confederation /Ministry of Agriculture licenses as well as those who went on to obtain their American Poultry Association and American Bantam Association licenses. We encourage these judges to mentor our apprentice judges to aid in the continuance of our Exhibition Poultry Industry in Ontario.

**Requirements of the Applicant**

1. Complete and submit an application to the Secretary prior to the beginning of the program year being set by the Association.
2. Fees set forth by the Association are due upon submission of the application to the program.
3. Applicants must own or have access to the latest addition of the American Poultry Association Standard of Perfection which will be used through out the program as well have access to a computer and have a valid an email address. All of our communication is carried out in this manner. Apprentices may be asked to bring birds or other items to seminars and are encouraged to participate in these exercises in this manner.
4. Apprentices must familiarize them selves with and adhere to the Policy and Procedures including the code of conduct and Protocol as set forth by the Association
5. Must be a minimum age of 19 years of age on January 1 of the year prior to the commencement of a new program year.

**The Association Committee**

The Association Committee will consist of the following 7 positions:

-Chairperson to preside over meetings and seminars to be a licensed judge

-Two Advisors to be licensed judges

-Secretary /Treasure to handle the initial applications and the finances of the organization.

-Judges panel to consist of a chair and two assistances

- Duties of the Judging panel (to be current licensed judges of Poultry) to act as advisors and over see the operation of the program, testing, seminars and over all flow of the education portion of the program in all its facets ie. Quizzes, assignments and exercises to educate the apprentices. This committee will provide all study material other than what is pointed out in section 3 of the Requirements of the Applicant listed above. This panel will consist of 3 judges. Consisting of a chair and two others chosen by the chair. These individuals on the judge’s panel are not to be part of the current Association committee but a stand-alone entity. Judges panel members are to be judges who have possess a poultry judging license for a minimum of 3 years or more.

**Election of the Association Committee**

-Following the completion of a session (2 years approximately) and after the new graduate judges of the program are announced, the Association Chair will call for nominations for the positions on the new committee. The call for Nominations and the election to be held within 30 days of completion of the current program. This nomination and voting process can be held by email, postal ballot or other form of voting or communicating deemed acceptable by the committee currently in office. This process will be by nomination & majority vote and new judges are to be considered for these positions. Once this process is complete the previous committee will be considered dissolved. All positions to be held by licensed judges of this association or APA or ABA Judges or OPC. At no time shall an apprentice who is currently in the program hold any of the above positions. The secretary/Treasure position can be appointed and does not require a judging license to hold this position.

**Fees**

Full Program Fee $150

Retake Fee (when offered) $100

\*The program may not be offered every two years, retakes would be available when the program is offered again and would be subject to retaking of the entire program.

**Goal**
The Associations goal is to provide potential judges with the tools needed to become judges of poultry and to assist apprentices in their quest to become a poultry judge. The apprentice must understand that the apprenticeship program will take hard work, dedication and a keen understanding of the Standard of Perfection to meet your goals of obtaining your license. With that we wish good luck to all who participate in the program.

OPJA Committee

**Code of Conduct**

The strength and vitality of the Ontario Poultry Judges Association must be preserved for the current and future Committee members, judges and Apprentices by promoting values such as honesty and integrity though education in promoting exhibition standard bred poultry and the process in which they are judged to ensure our hobby flourishes in the Province of Ontario.

**Code of Conduct Purpose**

1. To provide a democratic and orderly process to address activities that may have a negative impact on the integrity, operation and the long term health of the Ontario Poultry Judges Association.
2. Promote Values that maintain the strength and longevity of the Ontario Poultry Judges Association.

**Grounds for Disciplinary Actions**

1. Theft or any other action that impacts or compromises the financial integrity of the Association
2. Organized or individual attempts to purposely slander or discredit the integrity or stature of the Ontario Poultry Judging Association its committee members, Apprentices and Judges.
3. Misrepresentation of the Ontario Poultry Judges credentials, logo, property, ect for the purpose of personal gain.
4. Discrimination and Harassment based on race, colour, Religion, gender, sexual orientation, National origin or any other class.
5. Violence or threats of acts of violence
6. Any additional action that result in the significant negative impact to the Ontario Poultry Judges Association as deemed by the Committee

**Procedures for addressing Code of Conduct Violations**

1)The committee will conduct an appropriate hearing to validate or disprove any of the above violations

2) The Discussion/hearing shall be held in a neutral location as set by the Committee in a timely manner and may include the use of email, Phone, conference call or any other means of communication.

3) Recommended disciplinary steps as agreed upon by the majority vote of the committee will be communicated by the Chair of the Committee.

**Disciplinary Action**

Any member of the Associations who fails to maintain adherence to the Ontario Poultry Judges Associations Code of Conduct is subject to disciplinary action, including by not to limited to the following in any order or combination.

\*Verbal warning issued by the Committee

\* Written Warning issued by the Committee

\* Suspension for 6 months or greater determined by the Committee

\* Permanent suspension as determined by the Committee

All final disciplinary actions and decisions are up to the complete discretion of the Committee of the Ontario Poultry Judging Association. The Ontario Poultry Judging Association may modify or update any portion of this code of conduct at any time.

February 4,2019