

Black Hills NAVHDA Standing Rules (approved 2022)

Section 1: Administration of Test Entries

- A. The Director of Testing/Test Secretary will follow these protocols when administering test entries:
 1. Test entries will be opened to Chapter members before entries are opened to the public. (i.e., Test entries will be opened to Chapter members only from January 1 to March 31 of the testing year. Test entries will be opened to the public on April 1 of the testing year.
 2. Test entries must be completed in entirety and accompanied by the appropriate funds to be accepted.
 - a. If an entry is incomplete, the Director of Testing/Test Secretary will contact the entrant to get the necessary information. Any missing information must be completed by the drop deadline 30 days prior to the test.
 - b. Test fees will be sent to the Treasurer and will be deposited when they are received.
 3. If the Director of Testing/Test Secretary receives a completed test entry for a test in which no active roster slot is available, the entry will be placed on a wait list.
 - a. The Director of Testing/Test Secretary will make every effort to move entries from the wait list to the active roster on a first-come, first-served basis. However, the Director of Testing/Test Secretary may place any entry into the active roster to maximize the number of dogs tested according to NAVHDA guidelines.
 - b. The fee for entries on the wait list will not be deposited until an active roster slot is confirmed.
 - c. Handlers moved from the wait list to the active roster have 72 hours following notification by the Director of Testing/Test Secretary to confirm their slot on the active roster. The Director of Testing/Test Secretary will make multiple attempts to contact the next handler on the list. If a spot opens within the 3 days leading up to the test, the handler must give confirmation at the time of notification.
 - d. If the handler does not respond within 72 hours, the Director of Testing will offer the slot to the next entry on the waiting list. This does not pertain to handlers contacted within 3 days of the test.
 4. A handler's request to cancel an entry will be handled as follows:
 - a. If the request is received 30 days or more prior to the first day of testing, a refund will be offered.
 - b. If a dog on the test roster becomes sick or injured prior to the test, the entry will be refunded if a supporting document from a veterinarian is provided.
 - c. In the event of extraordinary circumstances not contemplated by these rules, a decision regarding refund of test fees will be made by a vote of the Executive Council.
 5. The number of test entries per handler per day is limited to three (3), unless the test is not filled at 30 days prior to the test date. If the test is partially full, the Director of Testing/Test Secretary may allow a handler up to half of the available test slots

based on the NAVHDA test entry formula. (i.e., If 10 NA tests are to be run, the handler could have up to 5 available slots.)

Section 2: Test Gunners

- A. Eligible test gunners must meet the following criteria:
 - 1. All gunners must be at least 18 years of age, a NAVHDA International Member, and a voting member in good standing with the Chapter.
 - 2. All UT and UPT gunners shall have an understanding of the UT test.
 - 3. Gunners shall provide their own break open 12 or 20 gauge shotgun.
 - 4. Factory ammunition provided by the club is to be used during all tests. No hand loads may be used.
 - 5. Test gunners will be selected by the Director of Testing based upon the above qualifications.
 - 6. Test gunners must always demonstrate safe gun handling and safe hunting practices.
 - 7. Gunners must possess a hunter safety card or have completed an approved hunter safety course.

Section 3: Member Conduct during Training Days

- A. Safe handling of firearms must be practiced at all times.
- B. All dogs must be under control on training and test days.
 - 1. Dogs must not endanger, interfere with or cause distraction to other dogs or handlers.
 - 2. Dogs should be tethered, leashed, kenneled, or under voice control by their handler, except when actively training in the field or in the water.
 - 3. Dog handlers are responsible to pick up and properly dispose of solid dog waste in high-traffic areas at outdoor training, and in any area during indoor training.
- C. All participants and spectators in fields where live ammunition will be used must wear at least one visible item of clothing in fluorescent orange.
- D. All rules and regulations established by the owner of the training grounds must be observed at all times.
 - 1. All dead game must be removed from the grounds.
 - 2. All trash and debris, including spent shotgun shells, should be collected, and removed from the grounds.
- E. Handlers are expected to arrive on time, participate in training activities in a constructive manner, volunteer when available, and assist in training volunteers or other handlers as requested.
- F. Anyone not following chapter rules or jeopardizing the privilege of using the grounds will be asked to leave.

Section 4: Chapter Equipment

- A. Equipment owned by the chapter.
 - 1. Equipment owned by the chapter shall be used only at chapter training and testing.

2. A chapter member responsible for storing and transporting chapter equipment may use that equipment and is responsible to keep the equipment in proper working order.
- B. Equipment owned by members, used by the chapter.
1. If equipment owned by members and used by the chapter becomes damaged or worn because of the chapter's use, the chapter may reimburse the equipment owner for the damages or wear.
 - a. The owner will submit a request for reimbursement to the Executive Council.
 - b. The Executive Council will determine if reimbursement is warranted.