

DOGS VICTORIA DOG INCIDENT CHECKLIST & REPORT FORM

A dog incident is an incident involving a dog or dogs where disruption to the conduct of an event occurs and / or the safety of other dogs, livestock or people is put at risk. An incident includes unruly, threatening or intimidating behaviour by dog(s), and dog aggression towards other dogs or livestock or towards people.

This form must be completed by the Panel Chair on the day and forwarded **directly** to Dogs Victoria as soon as practicable after the incident by **email (compliance@dogsvictoria.org.au), Express Post or direct delivery to an office mailbox at KCC Park**. It **must not** be left with the Event Secretary for transmission with other documents.

Date:	Affiliate:	Event:	Location:
Event Secretary:		Time of incident:	Incident reported to:

- The offending dog/dogs has/have been secured (crate or trailer).
- All persons and dogs involved were checked to ensure that immediate medical or veterinary care was not required.
- In the event that such medical or veterinary care was required, the hearing was delayed.
- All parties and witnesses involved were advised to remain at the venue until advised by the Event Secretary or VCA Rep.
- Statements from all involved parties and witnesses have been obtained, signed and made available to the hearing.

Identification of the dog/s involved. Please note whether the dog listed was the offender (O) or victim (V):

REGISTERED NAME	O/V	REG. NUMBER.	BREED	REGISTERED OWNER
1.				
2.				
3.				

Identification of the member in charge of the offending dog at the time of incident:

(If a junior handler was in charge, details of the parent/guardian/responsible adult to be included)

NAME	MEMBERSHIP NUMBER	NOTES (i.e. name of parent/guardian)

Brief description of the incident as reported:

INCIDENT HEARING

Hearing attendees (include membership numbers):

Date:	Time:	MINUTE TAKER (not a member of the panel):	
PANEL MEMBERS		MEMBER IN CHARGE OF DOG	OTHER WITNESSES OR ATTENDEES
1. (CHAIR)		5.	9.
2.		PERSONS INVOLVED IN INCIDENT	10.
3.		6.	11.
DV REPRESENTATIVE		7.	SUPPORT PERSON (if requested)
4.		8.	12.

- Panel members were asked if there were any conflicts of interest with this incident and none were provided.
- A support person was allowed if requested. If the handler was a junior, he or she was accompanied by a parent, guardian or other responsible adult.
- The Dogs Victoria Representative was present for the entire hearing to provide advice on rules and regulations.
- Statements from all involved parties were made available for all parties to hear or read, question and/or respond to.
- All parties present in the hearing were afforded the opportunity to provide a response, ask questions and clarify details.
- Consideration was given to whether there was any provocation involved in the incident.
- The Panel deliberated privately, and then informed the member in charge of the offending dog of the hearing outcome.

