



## **INTERNATIONAL RESCUE DOG ORGANISATION**

# **GUIDELINE – IRO TEST**

for the holding of International IRO Tests  
used in calculating the allocation of funds  
from Sponsor's Donations

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# CHANGES

Date	Changes
18.01.2008	<ul style="list-style-type: none"> <li>• abbreviation of dog races (Point 10)</li> <li>• original of rating lists have to be sent to the IRO office (General)</li> <li>• cost cover for accommodation of judges (General)</li> </ul>
13.02.2008	<ul style="list-style-type: none"> <li>• supplement to judges at national championships (Point 3)</li> </ul>
18.01.2009	<ul style="list-style-type: none"> <li>• deleted: listing of valid testing branches (Point 1)</li> <li>• clearance of judges is done by IRO office (Point 2a)</li> <li>• maximum of 3 judges per test (Point 3c)</li> <li>• request of expense form by judges (General)</li> <li>• IRO Office – travel management judges (General)</li> </ul>
10.08.2009	<ul style="list-style-type: none"> <li>• Breaks for judges (point 3.4)</li> <li>• Included illustration (point 6)</li> </ul>
17.05.2010	<ul style="list-style-type: none"> <li>• Change of testing event location (point 3.1)</li> <li>• Length of a testing event (point 3.4)</li> <li>• Deleted: draw – participants arrival (point 3.4)</li> <li>• Deleted: indication of the breed of dog on the rating list (point 4.1)</li> <li>• Insertion of an example of a timetable (point 7)</li> </ul>
10.02.2011	<ul style="list-style-type: none"> <li>• Registration deadline (point 3.3)</li> </ul>
22.01.2012	<ul style="list-style-type: none"> <li>• 1: Definition: National Championship/National Winners' Cup</li> <li>• 2.3.: Accommodation of judges</li> <li>• 3.1.: Invitation</li> <li>• 3.4.: Double entries and working hours for judges</li> <li>• 4.1.: Rating list</li> <li>• 4.2.: Log book</li> <li>• 7: Sample Timetable and Explanation</li> </ul>
26.11.2017	<ul style="list-style-type: none"> <li>• 2.4. Transport</li> </ul>
20.01.2018	<ul style="list-style-type: none"> <li>• 2.5. Veterinarians</li> </ul>

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## 1) Application

The **Application** to hold a Test is to be forwarded to the Spokesperson for Training and Judges, **via the IRO office**. The deadline for submission is **the 30<sup>th</sup> June in the year prior to the year of execution**, as approved in the Meeting of the Executive Board on the 5<sup>th</sup> January, 2001. For each country only one IRO Test is assigned.

In order for the event to be classified as an IRO Testing Event, a minimum of 10 different dog handlers from at least two NROs with their dogs must participate.

No other internal NRO testing event can be carried out within an IRO Testing Event.

International Championships may also be registered using these guidelines, provided they meet the following conditions of the IRO:

➤ **The Tests** must be conducted in at least two disciplines or two levels.

➤ **National Championship / National Winners' Cup**

A canine umbrella organisation's national championship / national winners' cup with singular character must be open to all rescue dog organisations and rescue dog teams and be organised or assigned by the national canine umbrella organisation.

If such events are carried out as an international IRO Testing Event and are announced internationally as such, they are basically supported by the IRO, provided they are only carried out at the highest testing level (as with the World Championship). The country, in which such an event takes place, is entitled to request a second IRO Testing Event each year. The IRO will cover the costs for all the required judges for this event. If necessary, more than 3 international judges can be assigned.

If the organiser carries out tests in lower testing levels additionally, the organiser must determine the judges separately and these will not be paid by the IRO. These tests will not be taken into account for the disbursement of sponsor money. NROs National Winners' Cups / Memorial Tournaments or other events with awarding of ranks: are also basically supported by the IRO, provided they are carried out as an international IRO Testing Event and are also announced as such internationally for all rescue dog organisations and rescue dog teams. In this case, the decision, about which testing levels are announced, resides with the NRO. The organisation of such an event, however, does not entitle the country to request for a second IRO Testing Event.

## 2) IRO Judges

### 2.1. Nomination

The nomination of the **Judges** is carried out by the IRO Spokesperson for Training and Judges. A maximum number of 3 international judges are assigned per IRO Testing Event. The initial inquiry to the **Judges** is conducted by the IRO Office. Organizing NRO's will be informed after confirmation from the judges, after which the NRO is responsible for all further contact in a timely manner. (e.g. Information about accommodation, program and timetable, map of search area).

- a. A timely release from duty for foreign judges from their home associations will be obtained by the IRO Office if applicable.
- b. The assignment of judges for the individual disciplines is reserved for the Spokesperson for Training and Judges. The organizing NRO will be informed thereof by the IRO Office as soon as the number of entries and their assignment to the various disciplines /levels has been determined.
- c. By the assignment of a maximum of 3 international judges per testing event, the maximum number of participants is automatically set. Additional judges can be assigned as explained in point 3.

## 2.2. **Expense reports**

Expense reports for the judges are available from the IRO Office. They are to be requested and submitted by the judges to the IRO Office.

## 2.3. **Travelling costs**

The least expensive but reasonable way has to be chosen for travelling. The IRO office supports and advises the judge in his travel planning. The IRO covers the following costs: the travel costs in accordance with the vouchers (train, flight) or compensation of € 0.50 for each kilometer, as well as daily fees of € 100,- per day and the costs of room and breakfast. The organising NRO books a room with en suite bathroom in an average price- and comfort category. As far as possible, the cost for room and breakfast should be covered by the judge and charged with the expense report to the IRO Office.

## 2.4. **Local Transportation**

The transportation of the IRO Judge(s) and vet to/from the airport or railway/bus station which the IRO Office indicates as arrival and departure venue is in the responsibility of the NRO. The organizer is responsible for transportation of judges during the event. The same applies to the transport of the IRO veterinarian in the case of Championships or other testing events where one is allocated by IRO.

The organizer is responsible for transportation of these persons during the event.

## 2.5. **Veterinarians**

IRO veterinarians will only be allocated to official IRO Testing Events/National Championships in case that the respective local or national authority does not require or send an official veterinarian for the vet check. In this case IRO must be informed at least 6 months before the event. All vets must follow the official IRO VetCheck Guidelines.

# 3) **Test planning and execution**

## 3.1. **Invitation**

The invitation for a testing event must be sent to the IRO Office at least 2 months before the beginning of the event. After being cleared by the IRO

Office, the invitation can be sent to all IRO Member Organisations and in Cc to the IRO Office at the same time.

The invitation must include the place and date of the event, the disciplines and levels being tested, a contact and registration address, the deadline, and the registration fee.

The current members list can be requested from the IRO Office at any time.

The requested and confirmed testing event location can only be changed after consulting the IRO Spokesperson for Training and Judges.

### 3.2. **Registration fee**

The registration fee for each rescue dog team per test, for tests not connected to an international competition may not exceed € 25,-.

### 3.3. **Registration deadline**

The registration deadline is to be set five weeks prior to the test date. Late entries will only be accepted if they can be accommodated without difficulty and no change in the roster of judges is required. They are to be discussed with the Spokesperson for Training.

**Attention:** If fewer than 10 dog handlers have registered by the deadline, the event is to be cancelled as an IRO Testing Event and the IRO bears no costs for it.

The total **number and testing level** of the registered dogs together with the test timetable has to be sent to the IRO Office by the Wednesday after the official registration deadline. The allocation of judges ensues. (See 2.1 b)

### 3.4. **Timetable**

An IRO Testing Event must not be longer than 3 days.

The end of the testing event on the last day of testing has to be scheduled for 4 p.m. at the latest. An example of a timetable is provided in point 7 and is also available in the Download Center on the IRO Homepage.

The test dates listed in the invitation are to be adhered to; an extension or reduction thereof is only permissible citing compelling and sufficient grounds and in consultation with the Spokesperson for Training and Judges.

**Important:** Dog Handlers from IRO-NRO's and participants, who are counted towards the disbursement for sponsor money, have priority over other dog handlers regarding approval to participate in the test. Double entries of teams are only permissible when no other IRO member applicant would be excluded from the test as a result. Before a double entry begins with the second test, the first test has to be fully completed. Furtheron it is not possible to participate in sections from different testing levels or categories on the same day.

Dogs on which a participation ban has been imposed by the IRO Executive Board at the request of the Spokesperson for Training and Judges, may not participate in any IRO Testing Events for the duration of the ban. The list of these dogs is to be obtained by the event organizer from the IRO Office at the registration deadline.

It has to be taken into regard that the judge is not working more than 9 hours per day. Not included in the 9 hours is a break of 45 minutes. The break has to be offered if the judge is judging for more than 7 hours.

Within one testing category and level judging has always to be carried out by the same judge.

**Breaks:** If the daily duration of a test is more than 7 hours, a break of 40 minutes has to be planned in the middle.

The timetable has to be forwarded to the IRO Office by the Wednesday after the official registration deadline.

### 3.5. **Score sheets**

Judges are to be provided with IRO approved Score Sheets (waterproof paper). These can be obtained via the IRO Office for a nominal charge.

### 3.6. **Confirmation of registration**

Confirmation of registration is to be sent to the dog handlers or their respective NRO's in a timely manner and must include a timetable, or at least the beginning times for each test day, as well as directions for reaching the test site.

## 4) **Conclusion of the test**

### 4.1. **Rating lists**

A completely filled out and signed rating list, broken down by Category and Level (Suitability, A and B) and clearly showing the respective NRO Membership of each participant is to be forwarded immediately after the testing event to the IRO Office. The rating list is available for download on the IRO Homepage. The rating list must also include a list of all registrations cancelled after the registration deadline and of all participants who registered but did not start. A justification has to be added if possible.

### 4.2. **Log books**

Each test, whether passed or failed, must be recorded in the Log Book of the participating dogs. The log books have to be deposited with the organising NRO before the test starts otherwise the handler is not allowed to start.

### 4.3. **Disqualifications**

The Spokesperson for Training and Judges is to be informed about a **disqualification** of dogs / dog handlers by the judge via the IRO Office using the provided form.

## 5) **General**

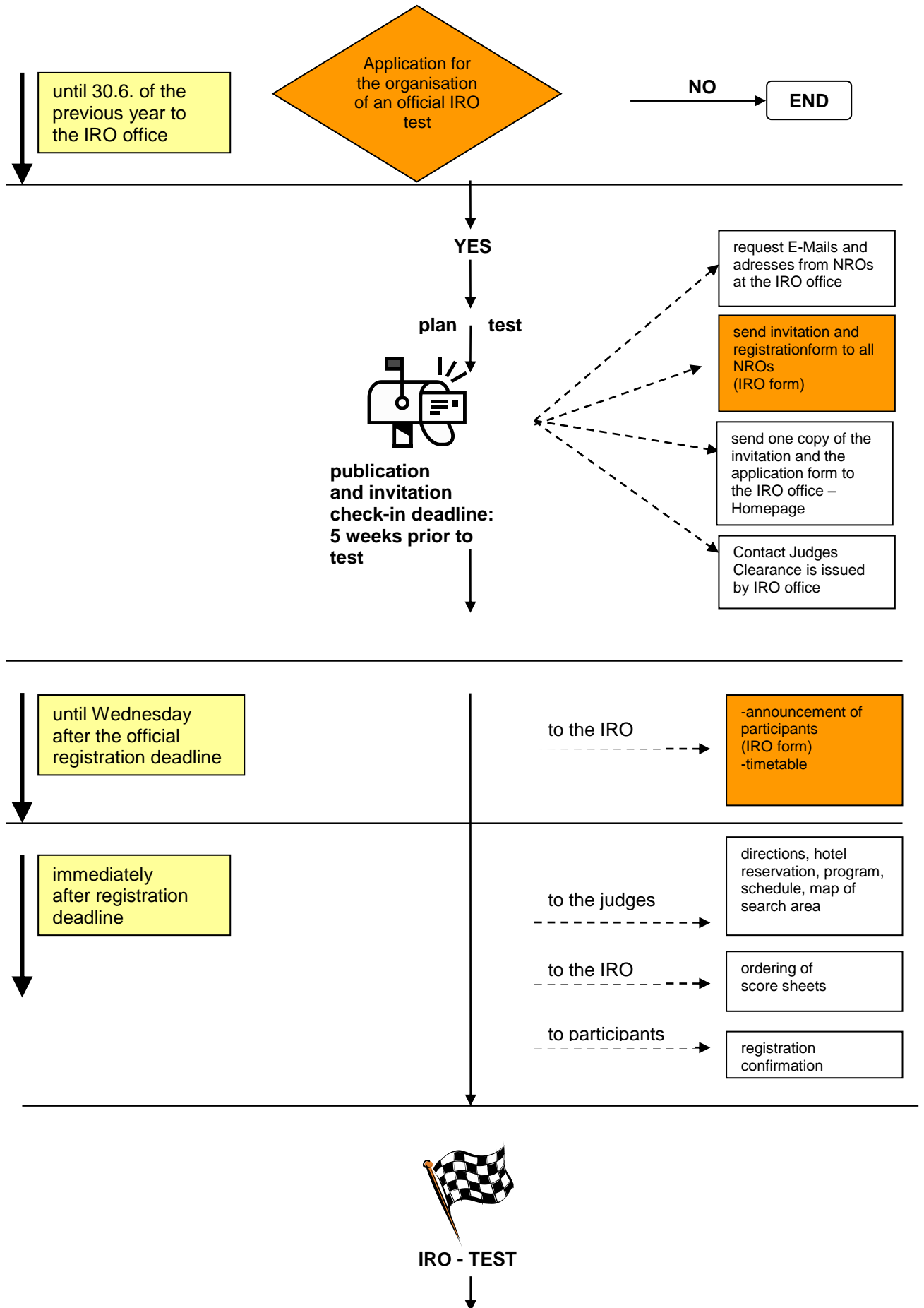
All forms (application for an IRO Testing Event, registration of dog handler for an IRO Testing Event, notification of participants to the IRO Office, rating list, disqualification form) are available for download on the IRO Homepage. The forms can be completed using the computer and submitted via E-Mail. The only exception is the rating list which has to be signed by the judges and the original has to be sent to the IRO Office. Of course, you still have the possibility to send all forms via normal post.

For any points not covered here, the International Testing Standards for Rescue Dog Tests (IPO-R) are binding. In case of doubt, the Spokesperson for Training and Judges shall have the final word.

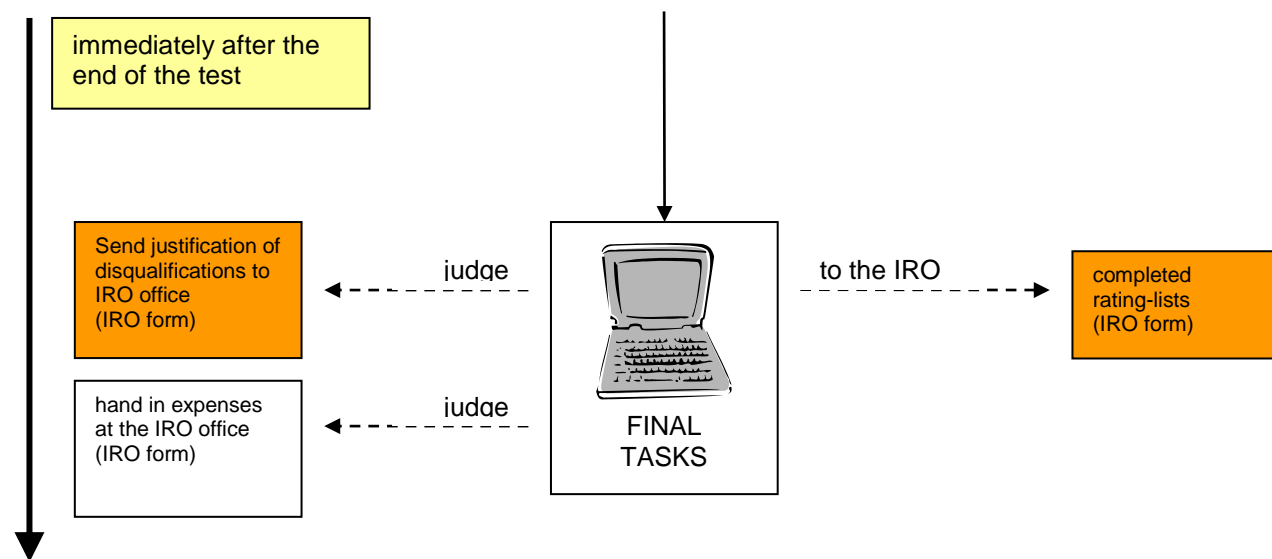
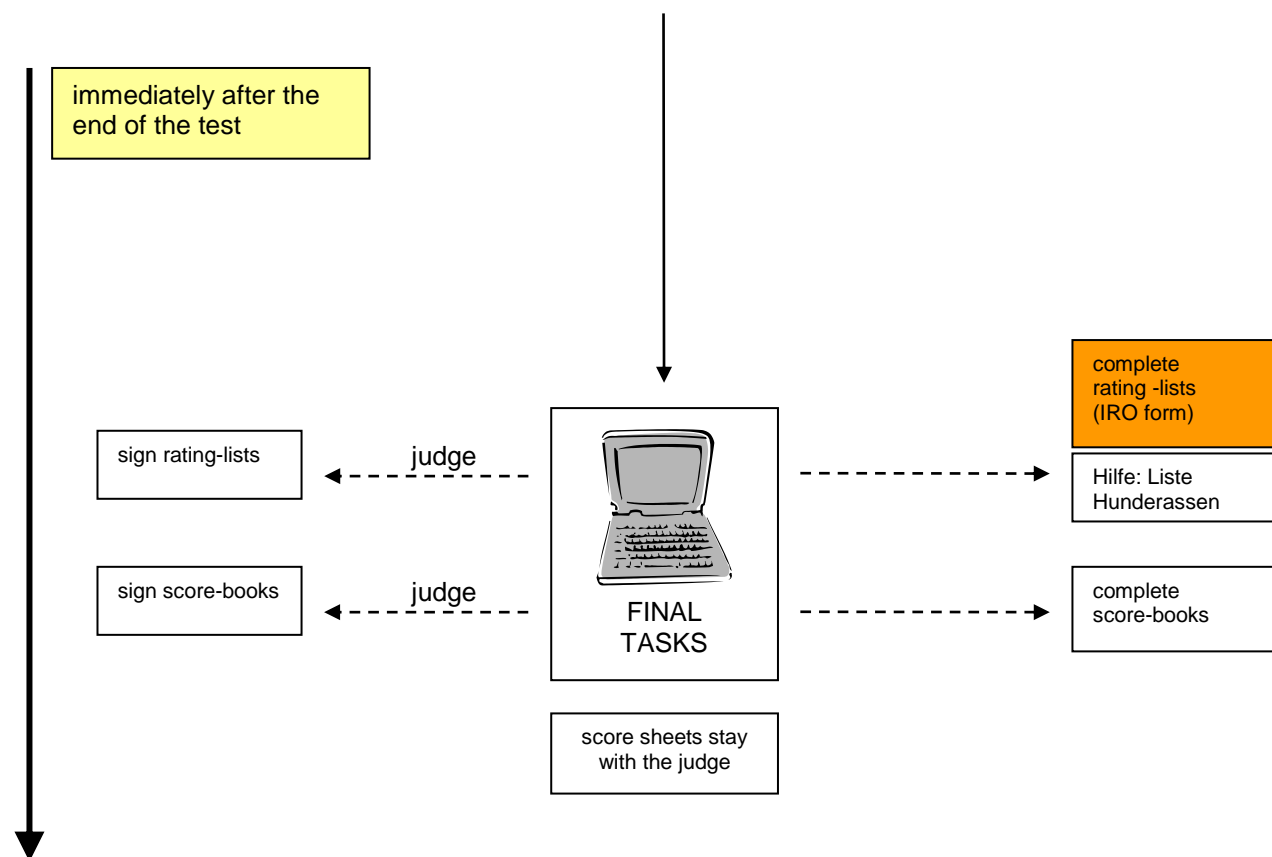
If the organizers do not act according to these guidelines, the Spokesperson for Training and Judges may decide to cancel the event from the list of events, which are used for calculating the allocation the disbursement of sponsor money. If the test will be held anyway, the organising NRO has to bear all costs that would have otherwise been covered by IRO.



## 6) Schematic Illustration of an IRO test



Collect log books at registration!



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orange colour means that you are provided with a form on the IRO homepage ([www.iro-dogs.org](http://www.iro-dogs.org)). Please use the forms!

## 7) Example of a timetable for an IRO Testing Event

Lot	Category	A		B		Lot	Category	A		B	
F-A1	F-A	Fri	08:00	Sun	10:20	T-A1	T-A	Fri	08:00	Sun	09:30
F-A2	F-A	Fri	08:30	Sat	11:20	T-A2	T-A	Fri	08:30	Sun	10:20
F-A3	F-A	Fri	09:00	Sun	10:50	T-A3	T-A	Fri	09:00	Sun	10:20
F-A4	F-A	Sat	09:30	Sun	11:20	T-A4	T-A	Fri	09:45	Sun	10:50
F-B1	F-B	Fri	10:30	Sat	08:30	T-A5	T-A	Fri	10:15	Sat	08:30
F-B2	F-B	Fri	11:40	Sat	09:00	T-A6	T-A	Fri	10:45	Sat	09:00
F-B3	F-B	Fri	13:40	Sat	09:30	T-A7	T-A	Fri	11:30	Sat	09:30
F-B4	F-B	Fri	14:50	Sun	09:30	T-A8	T-A	Fri	12:00	Sat	10:20
F-B5	F-B	Fri	16:00	Sat	11:20	T-A9	T-A	Fri	13:30	Sun	08:30
FL-A1	FL-A	Sun	08:00	Sat	10:50	T-A10	T-A	Fri	14:00	Sun	08:30
FL-A2	FL-A	Sun	08:25	Fri	16:20	T-A11	T-A	Fri	14:30	Sun	09:00
FL-A3	FL-A	Sun	08:50	Sat	13:30	T-A12	T-A	Fri	15:15	Sun	09:00
FL-A4	FL-A	Sun	09:30	Sat	13:50	T-A13	T-A	Fri	15:45	Sat	15:50
FL-A5	FL-A	Sun	09:55	Sat	14:20	T-A14	T-A	Fri	16:30	Sat	16:20
FL-A6	FL-A	Sun	10:20	Sat	15:30	T-B1	T-B	Sat	08:00	Fri	13:30
FL-A7	FL-A	Sun	11:00	Fri	14:20	T-B2	T-B	Sat	08:40	Fri	13:50
FL-A8	FL-A	Sun	11:25	Fri	15:30	T-B3	T-B	Sat	09:20	Fri	14:20
FL-A9	FL-A	Sun	11:50	Fri	15:50	T-B4	T-B	Sat	10:20	Fri	15:30
FL-A10	FL-A	Sun	12:15	Fri	08:30	T-B5	T-B	Sat	11:00	Fri	15:50
FL-B1	FL-B	Sat	08:00	Fri	13:30	T-B6	T-B	Sat	11:40	Fri	16:20
FL-B2	FL-B	Sat	08:45	Fri	13:50	T-B7	T-B	Sat	13:40	Fri	09:00
FL-B3	FL-B	Sat	09:30	Sun	13:30	T-B8	T-B	Sat	14:20	Fri	09:30
FL-B4	FL-B	Sat	10:30	Sun	13:30	T-B9	T-B	Sat	15:00	Fri	10:20
FL-B5	FL-B	Sat	11:15	Sun	13:50	T-B10	T-B	Sat	16:00	Fri	10:50
FL-B6	FL-B	Sat	12:00	Sun	13:50	T-B11	T-B	Sat	16:40	Fri	11:20
FL-B7	FL-B	Sat	14:00	Fri	09:00	T-B12	T-B	Sat	17:20	Fri	08:30
FL-B8	FL-B	Sat	14:45	Fri	09:30	T-B13	T-B	Sun	08:00	Sat	10:50
FL-B9	FL-B	Sat	15:30	Fri	10:20	T-B14	T-B	Sun	08:40	Sat	11:20
FL-B10	FL-B	Sat	16:30	Fri	10:50	T-B15	T-B	Sun	09:20	Sat	13:30
FL-B11	FL-B	Sat	17:15	Fri	11:20	T-B16	T-B	Sun	10:20	Sat	13:50
						T-B17	T-B	Sun	11:00	Sat	14:20
						T-B18	T-B	Sun	11:40	Sat	15:30
						T-B19	T-B	Sun	12:40	Sat	15:50
						T-B20	T-B	Sun	13:20	Sat	16:20

			Nr. of Dogs		Hours
<b>Judge 1</b>	Tracking:	Fri	5	5x45 Min.	3,75
		Fri	4	4x30 Min.	2
	Area:	Sat	11	11x45 Min.	8,25
		Sun	10	10x25 Min.	6,16
<b>Judge 2:</b>	Rubble:	Fri	14	14x30 Min.	7
		Sat	12	12x40 Min.	8
		Sun	8	8x40 Min.	5,33
<b>Judge 3:</b>	Obed./Dext.:	Fri	24	12x30 Min.	6
		Sat	24	12x30 Min.	6
		Sun	16	8x30 Min.	4

#### Calculation of timetable:

First always determine the nose work and then allocate obedience and dexterity. This allows to make sure that time slots for section A and section B are not scheduled at the same time of day. (e.g. both in the morning or both at noon).

#### Tracking

For each B search 55 minutes have to be calculated, plus an additional 15 minutes for a break which allows to move to the next track.

#### Area search

For each B search 45 minutes have to be calculated, after 3-4 dogs a 15 minute break. This includes the distances to be covered by the judge.

#### Rubble search

For each B search 40 minutes have to be calculated, after 3 dogs a 20 minute break. The time for changing hiding persons is hereby included as not all participants need the full time for the search.

#### Obedience and Dexterity

For each pair 30 minutes have to be calculated, after 3-4 pairs a break of 20 minutes minimum.