



Judge and CSD Requirements and Handbook

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[Becoming a Judge or CSD](#)

[Grandfathering-In of Judges](#)

[Application Requirements for Judges](#)

[Application Requirements for CSDs](#)

[“Shadowing Approval” for Prospective CSDs](#)

[Judge and CSD Certification Workshop](#)

[Day 1 of Judge and CSD Certification Workshop](#)

[Day 2 of Judge and CSD Certification Workshop](#)

[Continuing Education](#)

[General Rules and Information](#)

[Accepting Assignments](#)

[Contracts](#)

[Fees](#)

[Maximum Number of Runs for Judges](#)

[Multiple Judges at a Trial](#)

[Running Personal Dogs](#)

[Attire](#)

[Physical Endurance](#)

[Timeliness](#)

[Conflict of Interest](#)

[Smoking, Eating and Drinking](#)

[Lunch Breaks](#)

[Trial Liaison](#)

[Briefings](#)

[Trial Briefing](#)

[Alerts](#)

[Debriefing](#)

[Judging and Scoring](#)

[Meeting with Score Room and CSD](#)

[Assisting the CSD](#)

[Watching Dog-in-White](#)

[Understanding Alert Parameters](#)

[When Does Judging Begin?](#)

[Checking Identification of Competitor](#)



[T/FEO](#)

[Quick Rundown of Class](#)

[Score Sheets](#)

[Timer](#)

[Faults](#)

[Destruction of Search Area](#)

[Disqualifications](#)

[Responding to an Alert](#)

[Asking Where](#)

[Judge's Decision is Final](#)

[CSDs Responsibilities](#)

[Role in the Trial](#)

[Provide Odor](#)

[Age of Odor](#)

[Q-Tips Must be Used](#)

[Odor to Be Placed Inside Tin](#)

[Concentration of Odor in Search Area](#)

[Handling of Odor](#)

[Ensuring Flow of Odor from the Tin](#)

[Deciding the Flow of the Classes](#)

[Designing the Search Area](#)

[Safety Check of the Search Area](#)

[Setting Hides](#)

[Setting Proper Alert Parameters](#)

[Assigning Judges to Classes and/or Games](#)

[Running Dog-in-White](#)

[Setting Warm-Up Boxes](#)

[Assigning Volunteer Roles](#)

[Dealing with Elimination in Search Area](#)

[Circulating Around the Trial](#)

[CSD Must Maintain Tone for the Trial](#)



Becoming a Judge or CSD

Thank you for your interest in becoming a Judge or CSD for USCSS™. Individuals who become USCSS™ Judges and CSDs must not only have experience in the sport of Scent Work, they must also have excellent interpersonal skills, be ready and able to calmly defuse tense situations, possess a tremendous amount of patience, empathy and physical endurance to cope with the rigors of trials and have a love for dogs. As the face of USCSS™, Judges and CSDs are expected to promote the community atmosphere by being welcoming, cheerful and pleasant to all competitors, trial officials, volunteers and Trial Hosts/Affiliates.

Grandfathering-In of Judges

Those individuals who are currently Judges in good standing with the following venues will be grandfathered-in to act as USCSS™ Judges having fulfilled the experience requirement:

- NACSW
- UKC Nosework
- Performance Scent Dogs
- Barn Hunt

These Judges will need to submit an Application to become a USCSS™ Judge. All Judges, whether grandfathered-in or not, are expected to fulfill all continuing education requirements to help maintain the standards of USCSS™.

Application Requirements for Judges

All individuals interested in applying to become a USCSS™ Judge must meet these requirements:

- Must be 21 years of age or older
- Must be a member of USCSS™ in good standing
- Must be familiar with the Rules and Regulations of USCSS™
- Must have full mobility and physical endurance to withstand the rigors of a trial
- Must have a year or more of Scent Work experience
- Preferably will have a NW2 or equivalent title in Scent Work but each application will be reviewed on a case-by-case basis as we understand valuable experience can be gained without having earned a NW2 title.

All Applications must be accompanied with a \$25.00 non-refundable fee.

Application Requirements for CSDs

All individuals interested in applying to become a USCSS™ CSD must meet these requirements:

- Must be 21 years of age or older
- Must be a member of USCSS™ in good standing



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- Must be familiar with the Rules and Regulations of USCSS™
 - Must have full mobility and physical endurance to withstand the rigors of a trial
 - Must a year or more of Scent Work experience
 - Must have experience either as a CO or an equivalent position setting hides in a trial environment
 - Preferably will have a NW3 title or equivalent title in Scent Work, but each application will be reviewed on a case-by-case basis as we understand valuable experience can be gained without having earned a NW3 title.
 - USCSS™ urges individuals with the following experience to apply as a CSD:
 - Trained and/or handled professional detection dogs for the military, police force or privately-owned company
 - Trained and/or handled search and rescue dogs
 - Scent Work instructors (CNWI or equivalent)

All Applications must be accompanied with a \$25.00 non-refundable fee.

“Shadowing Approval” for Prospective CSDs

For those applicants who lack the hands-on experience in setting hides in a trial environment but meet all the other requirements of becoming a USCSS™ CSD, they will be placed on a “shadowing approval”. This designation requires applicants to shadow a fully approved CSD for a minimum of three (3) trials in order to learn firsthand the following: how best to set hides, how and when to make adjustments if necessary and how to arrange for challenging, but fair, searches that are suitable for the level of competitors at any given trial. After the completion of these shadow sessions, the mentoring CSD will report to USCSS™ of their impressions of the applicant. USCSS™ will then make a final determination of whether more shadowing experience is necessary or if the applicant will be moved to a full approval status. Applicants placed on a shadowing approval are not compensated by the Trial Host/Affiliate for any trials in which they shadow.

Judge and CSD Certification Workshop

Once their Application is approved, prospective Judges and CSDs have 6-months to attend a 2-day certification workshop.

Day 1 of Judge and CSD Certification Workshop

- 6-hours of lecture covering USCSS™ mission, Rules and Regulations, Classic v. Variable Trials, Classes v. Games, Judge requirements, CSD requirements, pitfalls to avoid as an official and setting the tone for the trial..
- 1-hour for written test covering USCSS™ Rules and Regulations, Judges and CSDs Handbook.
- Q and A session



Day 2 of Judge and CSD Certification Workshop

- Mock-Trial where attendees will alternate between being Judges and CSDs. Competitors will be assigned different “problems” to present to the Judge. CSDs will oversee the setting of the search areas, designing contingency plans and handling of the odor. This will allow prospective Judges and CSDs to experience what a USCSS™ trial will look like and how to cope with various issues which may arise.
- Wrap-up Q and A session

Continuing Education

All USCSS™ Judges and CSDs are expected to participate in continuing education in order to stay current on their skills and to best maintain the standards of the USCSS™. Judges and CSDs are required to obtain 12 hours/credits biennially (every two years). These may be obtained in the following ways:

Continuing Education Options	Credits Awarded (CEUS)
Attending 2-Day USCSS™ Judge and CSD Certification Workshop	6 CEUS total
Volunteering for a USCSS™ trial in a capacity other than a Judge or CSD	3 CEUS per day
Attending USCSS™, NACSW™ or other scent-related seminars	3 CEUS per day
Volunteering for another Scent Work venue trial in a capacity other than a Judge or CSD	1 CEUs per day

General Rules and Information

Accepting Assignments

USCSS™ expects all Judges and CSDs to respond to Trial Host/Affiliate inquiries regarding officiating a trial within seven (7) days of receiving any officiating requests. Such responses should be made via email, even if the Judge or CSD must pass on an assignment, so that there is a written record.



Contracts

All USCSS™ Judges and CSDs are expected to enter into a written contract with a Trial Host/Affiliate when agreeing to officiate a sanctioned USCSS™ trial. Contracts should include the dates and location(s) of the trial, agreed upon fees, how many and which classes will be judged, trial contact person and any other expectations.

Fees

Any and all fees are to be negotiated by and agreed between the Affiliate and the official. As a **guideline**, USCSS™ **suggests** Trial Hosts/Affiliates pay CSDs \$200.00/day, Judges \$150.00/day, and day-of-show appointed Judges \$10.00/day. Officials should discuss and negotiate with Trial Hosts/Affiliates as to whether travel, lodging and/or meal expenses are to be reimbursed. If any such requests are made, they must be reasonable. Any excessive or unreasonable requests will be reviewed by USCSS™ and may result in revoking an official's approval. Trial Hosts/Affiliates may also barter with officials to determine a compensation package. For instance, if a Trial Host/Affiliate regularly hosts Agility trials with overflowing entries, they may offer to waive the entries for all the official's dogs at this Agility trial in exchange for officiating the USCSS™ trial. Any and all terms are to be worked out between the official and Trial Host/Affiliate, who will be directly compensating the official. Lastly, officials and Trial Hosts/Affiliates should have a provision in the written contract discussing the terms should the size of a trial swell to a large size, such as 75 dogs as opposed to 35 dogs. As a guideline, this may include an additional flat fee or a fee per dog. The details of this additional compensation must be negotiated between the official and the Trial Host/Affiliate and should be included in the written agreement between the two.

Maximum Number of Runs for Judges

The maximum number of runs a Judge may judge per day is **150**. This is to ensure the Judges give their full attention to each and every dog who is participating in the trial.

Multiple Judges at a Trial

Trial Hosts/Affiliates may choose to bring in multiple Judges to officiate a trial. USCSS™ suggests that Trial Hosts/Affiliates with 4-5 Classes to have two (2) Judges work the trial. For those trials offering six (6) or more Classes, USCSS™ strongly urges Trial Hosts/Affiliates to have three (3) Judges work the trial. This suggested ratio of Classes to Judges is designed to help ensure a smooth and efficient running of the trial. Trial Hosts/Affiliates do have the ability to bring in additional Judges on the day of the Trial should it be necessary to aid in the flow of the trial or overflow of entries.



Running Personal Dogs

Trial Hosts/Affiliates are urged to arrange the running order to allow Judges and CSDs to run their own dogs. Judges and CSDs will run For Exhibition Only at the end of the trial. While officials are expected to primarily focus on their officiating duties, they may absolutely work with the Trial Chairperson to arrange a schedule for pottying or otherwise checking in on their personal dog. As essential members of the USCSS™ team, Judges and CSDs should be able to enjoy the game of Scent Work too!

Attire

As the face of USCSS™, all Judges and CSDs are expected to wear clean, neat, professional and weather appropriate attire. Judges and CSDs must purchase official USCSS™ t-shirts, active wear or sweatshirts and are not permitted to wear any clothing which may cover the official USCSS™ Logo. Judges and CSDs will receive information regarding where they may purchase this official attire. Furthermore, Judges and CSDs are not permitted to wear clothing with any business or club logos, or photos, pictures or images of any particular breeds. Official USCSS™ gear can be purchased through this site: <https://business.landsend.com/store/uscss/>

Physical Endurance

Scent Work trials are held in all weather conditions and over a wide variety of terrain. Judges and CSDs are expected to have the mobility and physical endurance necessary to cope with these factors and to remain on their feet for long hours while maintaining a pleasant, cordial and cheerful approach toward all the competitors, trial officials, volunteers and spectators.

Timeliness

Judges and CSDs are expected to arrive to the trial site a minimum of 1-hour prior to the competitor check-in time for the trial. Trials must start promptly and on-time.

Conflict of Interest

Judges are expected to officiate trials in an upstanding manner and to avoid any and all conflicts of interest. USCSS™ understands that Judges cannot control who enters a trial. Should a conflict arise, the competitor will still be permitted to run, but For Exhibition Only. USCSS™ further understands many Judges are also Scent Work instructors. While USCSS™ urges competitors to enter trials under a different Judge, USCSS™ will permit Judges to officiate trials where their students are competing. Judges are expected to be impartial, conduct themselves in a professional manner and not show any preference for their students over other competitors. Any evidence of preferential treatment will be grounds for revoking a Judge's approved status with USCSS™. CSDs are likewise expected to refrain from discussing the search areas or hide



placements at any time during the trial, and any evidence to the contrary will be grounds for revoking a CSD's approved status with the USCSS™.

Smoking, Eating and Drinking

Judges and CSDs are **not** permitted to smoke, eat or drink alcoholic beverages while officiating. Judges and CSDs may be permitted to carry and drink non-alcoholic beverages while officiating. Trial Hosts/Affiliates will determine if there are smoking areas allowed on the trial grounds, and if so, Judges and CSDs are permitted to smoke in these areas during their lunch break.

Lunch Breaks

USCSS™ strongly urges all Judges and CSDs to take a lunch break and the CSD should decide when this break will take place and the length of this break. During this time, Judges and CSDs are welcome to mingle with trial officials, volunteers, competitors and spectators, but should refrain from discussing specifics of the trial, hides or engage in any gossip, complaints or other social forays. Judges and CSDs are on-the-clock from the moment they arrive on the trial grounds to when they leave. As such, Judges and CSDs are expected to maintain their professionalism throughout the duration of the trial, even during breaks.

Trial Liaison

USCSS™ believes the Trial Chairperson should act as the liaison for both Judges and CSDs. This is the person who will select the trial location, will walk the area with the CSD to determine the parameters of the search area and will coordinate the running of the dog in white and putting any contingency plans into play should it prove necessary. This may include setting up visual barriers for the search area as well as arranging and moving the staging areas should it be necessary.

Briefings

CSDs will provide all trial briefings. CSDs must be prompt, ready and present to conduct the briefings at the times assigned on the trial premium. Every effort must be taken to ensure the trial stays on schedule. Briefings are when CSDs can set the tone for the trial and each Class. CSDs are urged to be informative and professional while also pleasant and cheerful. CSDs should keep the tone upbeat and help settle the competitors' nerves.

Trial Briefing

CSDs should begin every trial with a briefing that will cover the general rules for the trial and give competitors an opportunity to ask questions. Topics which must be covered include:

- Introduction of the Judge(s) (name and where they are from)
- Level of the trial (e.g. Novice/Intermediate)



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- Quick overview of which Classes and/or Games are offered at the trial and the overall flow (e.g. Group A will work Interior 1 to Interior 2 while Group B works Container 1 to Go the Distance). Take this time to upsell the Games if Day of Show entries are accepted.
 - Where the staging areas are
 - Where the Reactive Dog Areas are, if applicable
 - Which Classes or Games spectators may attend
 - Allowed collars and leashes
 - 6' leash rule
 - What types of rewards are allowed (e.g. food, toys, verbal praise)
 - What types of rewards are not allowed (e.g. tossing of food or toys)
 - For those competitors running multiple dogs, their titling dog **MUST** run first
 - Importance of preventing the dog from eliminating in or destroying the search area
 - How competitors should call "Alert"
 - How competitors should call "Finish"
 - Should a dog false alert, the Judge will show the competitor where the hide is and the competitor **MUST** reward their dog at this hide.
 - Stress that there may be absolutely no discussion whatsoever of any of the search areas, hide placements or specifics regarding any of the Classes or Games until the completion of the trial. Competitors are expected to use the "thumbs up / thumbs down" approach. Should a competitor discuss any of these details, they will first be issued a verbal warning. Should they be found to still be discussing these details, they will lose any and all Q's earned during that trial as will any other persons this individual was talking to. It is imperative that we may maintain the integrity of the trial.
 - Underline that competitors are expected to have read and understood the Rules and Regulations
 - Use your sense of humor to calm any nerves and remind everyone to have fun!

CSDs should be mindful that for many competitors, this may be their first time ever participating in a dog sport let alone a trial. USCSS™ urges CSDs to ask how many competitors are new to dog sports or trialing and to welcome questions at the end of the briefing.

Alerts

USCSS™ follows the model of having competitors call out "Alert" when their dog has located the hide. However, USCSS™ also understands that competitors can become stressed during a trial and call out a different word or use a hand signal instead. CSDs must discuss the importance of a clear "Alert" and whether they will accept another form of it (e.g. saying of "Alert" along with a raised hand) during the trial briefing.



Debriefing

At the conclusion of the trial, the CSD should provide a debriefing to discuss the particulars of Classes or Games, any handling error or successes which were noticed and tips on how competitors can practice for future trials. CSDs are urged to highlight the successes of the overall trial and to leave the competitors in a positive frame of mind as they await their placement announcements. CSDs should avoid delving into any hiccups that were experienced in the back-end of the trial (e.g. search areas had to be rearranged due to unforeseen circumstances), leave the competitors thinking everything went smoothly and as planned.

Judging and Scoring

Meeting with Score Room and CSD

Every trial should begin with the Judges and CSD meeting with the Chief Score Room Person (CSRP). This will ensure the CSRP understands the flow of the trial, the time limits for each Class and Game and can go over in detail with the Judges how to complete the Score Sheet and answer any questions relating to the same.

Assisting the CSD

Judges should be ready and prepared to assist the CSD in setting up search areas. This may include moving items, setting start line tape, parameter flags to name a few. Judges should also be present at the setting up of a search area to allow the CSD to explain their thinking process, what their goals are and also invite questions and feedback. While the CSD will make the final decision regarding how the search area is designed, having the ability to confer with a group of experienced officials is extremely beneficial and helpful.

Watching Dog-in-White

Judges must be present in order to watch the dogs-in-white run in each of the search areas. This will allow the Judge to see how the dogs are actually working the problem, determine where they need to be positioned when competitors are running, and see firsthand where the alert parameters will be. Having the Judges present during this time will also allow the CSD to explain what they are seeing, if the search area is working the way they had hoped and why they would need to make any adjustments, as well as what those adjustments would be.

Understanding Alert Parameters

All Judges must confer with the CSD to have a complete and total understanding of what is required for a team to give a proper "Alert" and what would otherwise be considered a false alert. The integrity of the trial hinges on the ability for all calls to be consistent. As such, Judges



are expected to take the time to confirm this information with the CSD and ask any questions they may have before the trial begins.

When Does Judging Begin?

Judging begins the moment the competitor approaches the start line and ends when they leave the search area. The Judge must observe the team during this entire duration of time and make any decisions regarding faults or dismissals accordingly.

Checking Identification of Competitor

Since many USCSS™ trials will allow Day of Show entries, it is a good practice for all Judges to confirm the name of the competitor and their dog before each Class and check this against the provided scoresheet. This will ensure each team receives the correct score.

T/FEO

Prior to releasing a team to begin their search, Judges must check if a competitor is entering the Class formally or if they are running For Exhibition Only. This must be marked on the Score Sheet and made clear for the Chief Score Room Person. Those competitors running FEO will still receive a Score Sheet and should run their dogs in the same fashion as if they were formally competing in the Class.

Quick Rundown of Class

Judges are urged to provide each competitor with a quick rundown of the Class before releasing them to begin their search. This should include:

- Type of Class or Game (e.g. Interior 1 or Go the Distance)
- Where the start line is
- Search area parameters (where the search area begins and ends)
- How many hides are in the search area, if allowed by the Rules
- Amount of time competitor has to search
- Whether they will be given a 30-second warning
- Ask if they have any questions
- Wish them good luck

Score Sheets

Judges will be provided with official USCSS™ Score Sheets which are designed to assist the Judge in highlighting any faults or special achievements a team earned during their run. Judges are urged to utilize the “Feedback” section of the Score Sheet to give each competitor some insight how their individual run went, what they can work on and what was successful.



Timer

Depending on the size of the search area and the number of volunteers, the Judge may be expected to also keep track of the time of each run. Time should begin once the dog has crossed the start line. Should a team not properly cross the start line, they should be given a fault and urged to restart. Each Class will have a designated time limit set by the CSD. Competitors should receive a 30-second warning along the lines of, "30 seconds left". Time will stop when the competitor has called "Alert" or when the time limit has been met. Time should be recorded on the Score Sheet in minutes, seconds and hundredths of a second. Time should still be recorded on the Score Sheet for those dogs who false alert or are otherwise disqualified.

Faults

Each fault will cost the competitor 5 points. Judges must record the total number of faults on the Score Sheet.

- Failure to properly cross the start line
- Failure to reward the dog upon calling "Alert"
- Food faults
- Toy faults
- Destruction of search area
- Unsafe leash/dog handling

Destruction of Search Area

Since most trials will be held at locations which are rented by the Trial Host/Affiliate, USCSS™ urges all Judges to fault a dog who demonstrates an "aggressive alert" which causes destruction of the search area. Judges are also urged to discuss with the competitor the importance of training a less "aggressive alert". If search areas are damaged, Trial Hosts/Affiliates may lose their privilege to use this trial space. Loss of trial space means USCSS™ will be unable to hold as many trials.

Disqualifications

The following will constitute an immediate NQ of the competitor. The timer should stop, the Score Sheet completed and the team excused from the search area.

- Eliminating in the search area
- False Alerts in classes where this applies
- Dog aggressive or threatening to humans during search
- Competitor harshly verbally or physically reprimanding a dog
- Unsportsmanlike conduct to Judge, other competitors, spectators or trial workers
- Double-handling



Responding to an Alert

Once a competitor has called, "Alert", Judges are expected to promptly respond with either a "Yes" or a "Sorry, no" in a kind tone of voice. Should a competitor false alert, Judges must show them where the hide is located so that the dog can be rewarded. During this time, Judges should make a positive comment to the team. Some examples include, "Your dog was working very well", "They were working their heart out" or "You are working well as a team and show great promise". Scent Work should be fun and enjoyable for human and canine alike, and taking a moment to point out the strengths in a team's run can help them leave with their chin up and ready to try again at a later date. Regardless of whether a team calls an Alert correctly or not, the competitor must reward their dog at the hide; Judges are urged to ensure that this done.

Asking Where

Should a Judge be unsure where a competitor is calling "Alert", they should ask the competitor "Where". However, USCSS™ does not expect, nor wants, Judges to ask "Where?" for every search. Doing so can not only slow a trial down but can also demotivate and stress the competitors and delays when the dog is rewarded, which may result in the dog giving an aggressive alert. To avoid this situation, Judges should 1) ensure they understand the exact area the CSD has deemed to constitute a proper "Alert" and 2) position themselves where they can adequately see both the competitor and dog at all times.

Judge's Decision is Final

In all USCSS™ trials, the Judge's decision is final. Should a competitor dispute a decision, Judges are expected to avoid getting into a confrontation and direct the competitor to discuss their concerns with the Trial Chairperson.

CSDs Responsibilities

Role in the Trial

The CSD is the "chief executive" of the trial and are crucial to the trial's success; CSDs set the parameters for all the searches, design the search areas, place the hides and will make any necessary changes to the hides or search areas and perform the briefings and debriefings for the trial. CSDs are essential to the smooth running of a USCSS™ trial. For example, CSDs should work alongside the Trial Chairperson to assign where class stewards and spectators should be staged, when breaks should be taken, and any other decisions necessary to allow for the efficient and smooth running of the trial.



Provide Odor

CSDs are expected to provide odor kits for each trial, which include both odor-scented Q-tips and odor tins, unless other arrangements have been made with the Trial Chairperson.

Age of Odor

USCSS™ urges CSDs to “cook” odor 24-hours in advance of a trial. This will ensure the odor is “fresh” and detectable by the dogs. USSCS™ prefers the “cooking” method of filling a canning jar with Q-tips halves, and placing 3-5 drops of oil on the interior sides of the jar. The jar should then be closed, shaken and allowed to “cook” for 24-hours.

Q-Tips Must be Used

All odor should be prepared using the “cooking method” with the use of Q-tips. These Q-tips may be white or black, however, to ensure there is consistency from trial to trial, only Q-tips are to be used (as opposed to toothpicks, etc).

Odor to Be Placed Inside Tin

All odor Q-tips must be placed inside of a tin or some other odor container such as a lip balm holder, straw or portion of plastic glove, before being placed in a search area. Odor Q-tips should not be placed directly in a search area, as this will cause undue contamination.

Concentration of Odor in Search Area

USCSS™ believes all searches should be challenging but not designed to set the dog up to fail. As such, odor concentration should range from 1-5 scented Q-tips per hide.

Handling of Odor

CSDs are expected to be the only individual at the trial to handle the odor, and to do so in such a manner as to limit contamination of the odor itself and the search area. This includes wearing gloves, using tweezers and using fresh putty, if applicable, when setting hides. CSDs should remove all odor from each search area once a Class has been completed. Care is to be taken in setting down odor kits, handling containers and other ways in which unintentional contamination can occur. Particularly when handling containers, CSDs should assign a volunteer to handle all the “clean” containers (e.g. cleaning drool or dropped food from the containers, making sure they are in line and right side up, etc) to ensure there is no unintentional contamination and another volunteer to only handle the “odor” container.



Ensuring Flow of Odor from the Tin

Particularly in the Novice and Intermediate-Level trials, CSDs are urged to take steps to ensure the odor is properly emanating from the odor tin. This may include using odor tin containers with holes in them and leaving the odor tin lid partially open.

Deciding the Flow of the Classes

CSDs will work with the Trial Chairperson to determine the flow of the Classes and whether they will take place individually or in “units” where competitors may move from one search area immediately into the next. This information must be communicated to the competitor steward, score room and staging volunteers.

Designing the Search Area

CSDs will determine what will constitute the search area for each class. They may choose to bring in or remove objects from the search area depending on the problem they wish to pose. Care should be taken to avoid any odor contamination when walking or designing the search area. To this end, volunteers should be tapped to move objects in and out of the search area and to set parameters with tape or flags and to set the start line. When designing a search area, the CSD should confer with the Trial Chairperson regarding any materials which are necessary, including but not limited to boxes, containers, area tape, flags and start line tape. If at all possible, the CSD should meet the Trial Chairperson or Trial Host/Affiliate at the trial site the day before the trial begins in order to decide where the various search areas will be, the design for each and if any objects or materials need to be brought in or removed.

Safety Check of the Search Area

CSDs are urged to sweep the entire search area to check for any safety concerns and to remove or block these to the best of their ability. This includes sharp objects such as broken glass or nails, sheer drop off points or exposed electrical wires.

Setting Hides

USCSS™ expects all searches to be challenging but not designed to “trick” the dog or set them up to fail. This includes placing a hide in a location where dogs will not be able to access it safely or will be prompted to alert away from the hide. CSDs are urged to be fair when placing all hides, to be mindful of the level of dogs entered in the Class and to have contingency plans in place should a hide be found to be too difficult.

Setting Proper Alert Parameters

As the experts in odor, CSDs are expected to use their expertise, the environmental conditions at the time, what the dog-in-white does and take the Level of the trial into consideration when



setting the parameters for what will constitute a proper “Alert”. CSDs must explicitly and clearly communicate this to the Judge and ensure they know what would be considered a proper “Alert” and what would be a false alert.

Assigning Judges to Classes and/or Games

CSDs will assign each of the Judges to a particular Class and/or Game. CSDs must ensure that each Judge understands the parameters for the search area in particular what will constitute as a proper Alert. CSDs are expected to watch several searches in each Class or Game and be available to address any questions or concerns the Judges may have. The CSD is urged to work with the Trial Chairperson to have walkie talkies available so that the CSD may be in contact with all of their officials during the trial.

Running Dog-in-White

All CSDs are expected to “test” each of their hide placements by running a dog-in-white prior to the Class beginning. USCSS™ urges all CSDs to make changes to the hide placement should the dog-in-white struggle. However, in order to make this assessment, it is best if the CSD is familiar with the dog-in-white. This way the CSD can make an informed decision as to whether the dog in white is struggling to a degree which warrants the hide being moved. USCSS™ prefers for CSDs to move a hide so that the dogs can actually find it rather than keeping a hide in a location once it is set. For this reason, CSDs are urged to arrive to the trial location a minimum of one hour in advance of the when competitors check-in to give themselves enough time to move hides should it be necessary. Ideally CSDs will run two dogs-in-white; one dog will be working at the Level of the trial and the other will be more experienced.

Setting Warm-Up Boxes

CSDs are urged to have warm-up boxes available at the start of every Class. The CSD is responsible for “cooking” these boxes ahead of time, and should be the only one to handle the “hot” boxes; the CSD should be mindful to keep these boxes away from any search or staging areas. A volunteer should assist in setting up any empty or “clear” boxes”. The “hot” box should be denoted with a “BIRCH”, “ANISE” and/or “CLOVE” visibly written onto the top of the closed lid. CSDs should work with the Trial Chairperson to ensure the placement of these warm-up boxes maximizes the flow of the trial, but are also not too close to where any Reactive Dog Areas are set up.

Assigning Volunteer Roles

The CSD should work with the Volunteer Coordinator in assigning volunteer roles, making certain the volunteers know what their tasks are and direct them as need be. Volunteers will allow the trial to run smoothly and efficiently and the CSD must help set the up to succeed. At a minimum, each Class and Game should have a volunteer timer and each Container Classes



should have two volunteers: one assigned to cleaning up drool, dropped treats and fixing the “clean” containers while another volunteer will only be assigned to the “odor” container. Other important volunteers include score runners and staging volunteers.

Dealing with Elimination in Search Area

The CSD will determine if a hide needs to be moved due to elimination on or near the hide. Should a hide need to be moved in this situation, a dog-in-white must be run to ensure the new hide placement will still work in the space. CSDs will also determine if the area in which the elimination occurred needs to be treated, disinfected or quartered off; this should only be done in the case of vomit or diarrhea. For urine elimination, water may be used to facilitate cleaning up in an interior search area, but otherwise the area should be left alone; adding water can inadvertently spread the urine smell in the search area and other cleaning agents (e.g. bleach, Nature’s Miracle, etc.) may otherwise negatively affect the dog's sense of smell.

Circulating Around the Trial

CSDs are expected to circulate around the trial to ensure the flow is working as planned, to observe several searches in each Class or Game to ensure Judges are following the parameters set and the odor is behaving as expected. CSDs must also be ready to make adjustments when necessary which may include the adding of volunteers to certain Classes or Games, dealing with any flow bottlenecks or any other issues which may arise.

CSD Must Maintain Tone for the Trial

As the face of USCSS™, it is crucial that the CSD maintain the tone for the trial. This may entail assisting the Trial Chairperson and Trial Host/Affiliate with issues as they arrive, soothing competitors nerves, ensuring Judges have clear direction, sufficient breaks and water. CSDs must be professional, courteous and kind at all times.

Thank you again for joining USCSS™ and helping us to offer the great game of Scent Work to as many dogs and competitors as possible!