

SECTION FOUR

SHOW CLASS LETTERING SYSTEM

The following are the Basic Show Class Letters and sub-divisions.

Basic Classes must not be amalgamated and an Open Show will need to stage a minimum of twenty separate Basic Classes to obtain Federation recognition for this purpose; all the sub-divisions of Furnished Aquaria, Aquascapes and Breeders Classes will be counted as Basic Classes owing to their special nature and because the Federation wishes to encourage these Classes.

The only exception will be a Specialist Open Show or an Open Show staged for a special group of exhibit i.e. Cichlids, Goldfish, Guppies, etc. For this type of show the minimum number of twenty Basic Classes will not apply.

Should a Basic Class of fish not be included in the Schedule, those fish normally exhibited in that Class will not be shown in any other Class, or in the A.O.S. Classes -'M', 'T' or 'W'. Organisations staging Open Shows should ensure that all the Basic Classes are included in their Show Schedule.

Open Shows that sub-divide Classes and do not contain all the Basic Classes may not be eligible for Federation support.

The prefix letter 'N' before any Basic Class letter indicates that fishes in the Class must be shown as Pairs, ie. N. F indicates pairs of Toothcarps, N.B-M indicates pairs of any Tropical Egglayer.

The prefix 'X' before any Basic Class letter indicates that fishes in that Class must be shown as Breeders Teams.

The Upper case letter 'Y' indicates a Junior Class. For example Y.B-M Junior Tropical Egglayer, Y.O-T Junior Livebearer etc.

Where all the sub-divisions of a Basic Class are shown over a period of time at a series Society Table Shows. Provision has been made within the system to enable those fishes not catered for within the sub-divisions to be shown as a Class; this is done by introducing lower case 'z' subdivision i.e. Dz which includes all those fish not shown in the sub-divisions Da, Db and Dc.

Do not list any 'z' sub-division in an Open Show Schedule. Take for example the Cichlids. All those Cichlids not covered by the 'D' sub-divisions in the Show Schedule will automatically be shown in the Basic Class 'D'. The difference being that at an Open Show the Basic Class is available on the same day, unlike a series of Table Shows which takes place over a period of time where the sub-divisions are shown and the Basic Class is not available.

To ensure that the system is maintained on a national basis, Societies are required to ask the Judges and Standards Committee to allocate sub-division letters to Classes that they intend to provide where no such subdivision already exists. When a sub-division letter is allocated this will be incorporated into the system and as such will be used by all Affiliated Societies.

BASIC CLASS LETTERS

A. FURNISHED AQUARIA & AQUASCAPES
B. BARBS
C. CHARACINS
D. CICHLIDS.
E. LABYRINTHS.
F. EGGLAYING TOOTHCARPS
G. CATFISH.
H. ASPIDORAS, BROCHIS,
CORYDORAS, SCLEROMYSTAX
I. BETTA SPLENDENS
J. RASBORAS
K. DANIOS
L. LOACHES
M. A.O.S. TROPICAL EGGLAYERS.

N. PAIRS OF FISH.
O. POECILIA RETICULATA
P. CULTIVATED LIVEBEARERS
Q. XIPHOPHORUS (Swordtails)
R. XIPHOPHORUS (Platies)
S. LIMIA & POECILIA
T. A.O.S. LIVEBEARER
U. SINGLE TAIL GOLDFISH
V. TWIN TAIL GOLDFISH
W. A.O.S. COLDWATER
X. BREEDERS TEAMS
Y. JUNIORS
Z. PLANTS

SUB-DIVISIONS Please note sub-division 'z' should only be used for Table Shows.
Never for Open Shows.

A. FURNISHED AQUARIA & AQUASCAPES

Aa. Society Freshwater (Trop.)
Ab. Society Freshwater (Cold.)
Ac. Society Marine.
Ad. Individual Freshwater (Trop.)
Ae. Individual Freshwater (Cold.)
Af. School Aquaria.

Ag. Miniature Aquaria.
Ah. Society Aquascape.
Aj. Society Novelty Aquascape.
Ak. Individual Aquascape.
Al. Individual Novelty Aquascape.

B. BARBS

Ba. Fishes as listed in the current FBAS Ba Size Sheet
Bz. Fishes in this Class other than Ba

C. CHARACINS

Ca. Fishes as listed in the current FBAS Ca Size Sheet
Cb. Fishes as listed in the current FBAS Cb Size Sheet
Cz. Fishes in this Class other than those listed above.

D. CICHLIDS.

Da. Pterophyllum.
Db. Fishes as listed in the current FBAS Db Size Sheet.
Dc. Fishes as listed in the current FBAS Dc Size Sheet.
Dz. Fishes in this Class other than those listed above.

E. LABYRINTHS

Eb. Colisa. Osphronemus. Trichopis.
 Ctenops. Parosphronemus. Trichogaster.
 Helostoma. Sphaerichthys.
Ez. Fishes in this Class other than those listed above.

F. EGGLAYING TOOTHCARPS

- Fa. Aphanius. Jordanella.
- Fb. Aplocheilichthys Aplocheilus. Epiplatys. Lacustricolis.
- Fc. Aphyosemion. Callopanchax. Chromeaphyosemion.
- Fundulopanchax. Scriptaphyosemion.
- Fd. Fundulus.
- Fe. Austrofundulus. Cyanolebias. Leptolebias. Maratecoara.
- Megalebias. Nematolebias. Plesiolebias Pterolebias.
- Rivulus. Simpsonichthys.
- Ff. Nothobranchius.
- Fz. Fishes in this Class other than those listed above.

G. CATFISH

- Ga Fishes as listed on the current FBAS Ga Size Sheet
- Gb. Loricaridae. Gc. Mochokidae. Gd. Pimelodontidae.
- Ge. Bagridae. Gf. Doradidae. Gg. Synodontis.
- Gz. Fishes in this Class other than those listed above.

H. ASPIDORAS, BROCHIS, CORYDORAS & SCLEROMYSTAX

- Ha. Aspidoras & Brochis.
- Hx. Fishes in this Class other than those listed above.

I. BETTA SPLENDENS

J. RASBORA, BORARAS, & TRIGONOSTIGMA

K. APHYOCYPRIS, CHELA, DANIO, DANIONELLA, DEVARIO, HEMIGRAMMOCYPRIS, INLECYPRIS, MICRODEVARIO, SUNDADANIO.

- Ka. Aphyocypris
- Kz. Fishes In this Class other than Ka

L. LOACHES

- La. Fishes as listed on the current FBAS La Size Sheet
- Lz. Fishes in this Class other than La.

M. A.O.S. TROPICAL EGGLAYERS

- Ma. Fishes as listed on the current FBAS Ma Size Sheet.
- Mb. Fishes as listed on the current FBAS Mb Size Sheet.
- Mc. Fishes as listed on the current FBAS Mc Size Sheet.
- Mz. Fishes in this Class other than those listed above.

N. PAIRS OF FISH

N.B-M. Pairs of Tropical Egglayers.
 N.O. Pairs of Guppies.
 N.O-P. Pairs of Cultivated Livebearing Fishes.
 N.O-T. Pairs of Tropical livebearing Fishes.
 N.T. Pairs of A.O.S. Livebearing Fishes.
 N.Ta. Pairs of Goodeids
 N.U-W. Pairs of Coldwater Fish
 N.U-V. Pairs of Goldfish
 N.W. Pairs of A.O.S. Coldwater Fish

O. POECILIA RETICULATA (Guppies)**Males**

Oa. Roundtail.	Of. Bottomsword.	Om. Long Dorsal Veil.
Ob. Cofertail.	Og. Doublesword.	On. Short Dorsal Veil.
Oc. Speartail.	Oh. Lyretail.	Oo. Deltatail.
Od. Pintail.	Oj. Scarftail.	Op. Fantail.
Oe. Topsword.	Ok. Original Veil.	Oq. Dovetail.

Females

Os. Roundtail.	Ov. Scalloptail.	Ox. Cofertail.
Ot. Superba.	Ow. Wedgetail.	Oy. Naturaltail.
Ou. Metropolitan.	Oz. Speartail	

P. CULTIVATED LIVEBEARERS

Pa. Poecilia latipinna. (cultivated)	Pe. Poecilia wingei. (Cultivated)
Pb. Poecilia sphenops. (cultivated)	Pf. Xiphophorus helleri. (Cultivated)
Pc. Poecilia velifera. (cultivated)	Pg. Xiphophorus variatus. (Cultivated)
Pd. Poecilia mexicana. (cultivated)	Ph. Xiphophorus maculatus. (Cultivated)

Q. XIPHOPHORUS (Swordtails)

X. alvarezi.	X. birchmanni.	X. clemenciae.
X. continens.	X. cortezi.	X. kallmani.
X. malinche	X. mayae.	X. montezumae.
X. multilineatus.	X. nezahualcoyotl.	X. nigrensis.
X. PMH.	X. pygmaeus.	X. signum.

R. XIPHOPHORUS (Platies)

X. andersi.	X. couchianus.	X. evelynae.
X. gordonii.	X. maculatus (wild).	X. meyeri.
X. milleri.	X. variatus. (wild).	X. xiphidium.

S. LIMIA & POECILIA

Sa. Limia. Sb. Poecilia wingei.
 Sz. Fishes in this Class other than those listed above.

T. A.O.S. LIVEBEARERS

- Ta. Fishes as listed on the current FBAS Ta Size Sheet.
- Tb. Fishes as listed on the current FBAS Tb Size Sheet.
- Tc. Fishes as listed on the current FBAS Tc Size Sheet.
- Td. A.O.S. Livebearers (male)
- Te. A.O.S. Livebearers (female)
- Tz. Fishes in this Class other than those listed in Ta, Tb & Tc above.

U. SINGLETAIL GOLDFISH

- Ua. Common Goldfish
- Ub. London Shubunkins.
- Uc. Bristol Shubunkins.
- Ud. Comets and Tancho Comets.
- Ue. Singletails listed in and conforming to the Goldfish Guides.
- Uz. Singletails other than those listed above.

V. TWINTAIL GOLDFISH

- Va. Veiltail.
- Vb. Fantail.
- Vc. Moor.
- Vd. Jikin.
- Ve. Oranda & Redcap.
- Vf. Pearlscale.
- Vg. Tosakin.
- Vi. Lionhead & Ranchu.
- Vm. Celestial.
- Vn. Bubble-eye.
- Vo. Pom Pon.
- Vp. Twintails listed in and conforming to the Goldfish Guides.
- Vz Twintails other than those listed above.

W. A.O.S. COLDWATER FISH

- Wa. Koi, Leather & Mirror Carp.
- Wb. Centrarchidae.
- Wc. Golden Tench, Golden Orfe & Golden Rudd.
- Wz. Fishes in this Class other than those listed above.
- And in accordance with the current years 'W' size sheet.

X. BREEDERS CLASSES

- X.B-M. Tropical Egglayers.
- X.O. Guppies.
- X.O-T Tropical Livebearers
- X.O-S Tropical Livebearers
- X.T. A.O.S. Livebearers
- X.U-V. Goldfish
- X.U-W. A.O.S. Coldwater Breeders

Y. JUNIORS

- Y.B-M Junior Tropical Egglayers.
- Y.O-T Junior Tropical Livebearers.
- Y.U-W Junior Coldwater.

Z. PLANTS

- Za. Rooted Plants.
- Zb. Cuttings.
- Zc Floating Plants

**Please note there has been changes regarding the fish shown in Class 'W'.
Fish have been transferred into this Class from other Classes.**

SECTION FIVE

RULES GOVERNING THE AWARDING OF STARS

1. Federation Stars shall be awarded by all Federation Judges.
2. Judges shall award Federation Stars at any Show organised by an Affiliated Society and at all Open Shows whether or not organised by an Affiliated Society.
3. A Judge shall not withhold a First Award or any other award under any circumstances. The value of any Award is reflected both by the points awarded to that exhibit and by the colour of the Federation Star attached to the Award Card.
4. Federation Stars shall be awarded to all exhibits gaining First, Second Third and Fourth Place Cards. If no Fourth Place Card is awarded, then a Star will not be issued.

FEDERATION STARS SHALL NOT BE AFFIXED TO ANY OTHER CARDS

5. Federation Stars shall be allocated on the following basis;
 - 0 to 59 Points = A Black Star.
 - 60 to 69 Points = A Yellow Star.
 - 70 to 79 Points = A Red Star.
 - 80 to 89 Points = A Silver Star.
 - 90 to 100 Points = A Gold Star.
6. Where more than one Judge Is Judging a Class, Federation Stars will be awarded providing 50% or more of the Judges are Federation Judges. Otherwise Federation Stars shall not be affixed to the Award Cards.
7. Federation Stars shall be affixed to the top right hand corner of the Award Card by the Judge who Judged that Class at the time of signing the card.
8. Judges shall not affix Federation Stars to Award Cards of Classes they have not Judged. Except in the case of the Senior Judge under rule 9, SECTION FIVE.
9. Where an Award Card has been damaged or incorrectly made out and the Judge who judged that Class is no longer available at the Show, any Senior Judge remaining may sign the card 'per pro' and affix a Federation Star. Do not falsify the name of the Judge who judged the Class

JUDGE GRADING AND TEST SYSTEM

An Affiliated Society writes to the Judges & Standards Committee nominating from its own, or another Affiliated Society, a person over the age of twenty-one who it feels would be suitable for the J&S to grade a Federation Judge. The candidate must have agreed to be nominated and ideally should have undertaken some judging for the nominating Society to the satisfaction of the members, it is pointless nominating a person without knowledge of his judging ability. On receipt of the nomination, the J&S forwards to the Society a Judge Recommendation Form and to the candidate a Judge Application Form. From the answers on the Forms and other information gathered as a result of enquiries made by the J&S concerning the candidate it is at liberty to grant a 'C' Class grading. The nominating Society is informed of the outcome of their nomination.

Where one exists, an Area Judges and Speakers Panel is also at liberty to nominate a person from an Affiliated Society for Judge grading, having already considered the candidates suitability. Anyone seeking Judge grading in an area where an Area Judges & Speakers Panel exists will have their application referred to the Area Panel for comment. The support of the Area Panel is not essential but desirable.

'C' CLASS JUDGE GRADING

The 'C' Judges grading is the first step to an 'A' grading. 'C' Class Judges are graded to judge Society Table Shows, Inter-Society Shows and Closed Shows.

THEY ARE NOT GRADED TO JUDGE OPEN SHOWS

After serving for a period of two years as a 'C' Class Judge and being over the age of twenty-five the Judge will be tested for 'B' Class status. The two years will have deemed to have commenced from the date of ratification at a General Assembly. If the test is successful the Judge will be awarded a 'B' Class grading. If the test is failed the Judge remains a 'C' Class for a further two years after which time he is required to take a second 'B' Class test, if this test is failed they relinquish the 'C' Class grading and are removed from the Judges & Speakers list.

'B' CLASS JUDGE GRADING

On gaining 'B' Class Judge status, the Judge is available to judge at Open Shows within the framework of the Federation's Show Rules and Judging Regulations. However the Judge is not graded 'B' Class and will not accept Open Show bookings until the 'B' Class grading has been confirmed by a General Assembly. After serving three years as a 'B' Class the Judge will be required to move onto the final phase and take an 'A' Class test. Should this test be failed the Judge remains a 'B' Class for a further three years after which a 'A' Class test must be taken. Should the second test be failed the 'B' Class grading is relinquished and they are removed from the Judges list.

JUDGE TESTING

The foregoing procedure is designed to produce 'A' Class Judges of proven quality, and although Judge testing is often administered by a member of the Judges & Standards Committee, Senior Judges may be asked to carry out the testing of a Judge especially if specialist Classes are involved. Thereby maintaining a system that operates on a national basis.

'C' TO 'B' JUDGES TEST

The 'C' to 'B' test is largely a written test although the J&S can ask for a wider test to be taken should it feel the need arises. The test will include questions on the Show Rules and Judging Procedures as well as on exhibits and exhibiting in general. The candidate will also be presented with from 30 to 50 coloured photographs of fishes to identify. The test is designed to ascertain the Judge's knowledge of judging procedure and what his action would be when confronted with certain situations. The test may be held anywhere that the Testing Officer considers suitable. It must be stressed that no Federation or other reference books are to be used by the candidate during the test.

'B' TO 'A' JUDGES TEST

The 'B' to 'A' test is always taken at an Open Show and will not only involve a full written test in keeping with the previous 'C' to 'B' Class test but will also include the judging of a minimum of four Classes of fish. The Judge being tested first chooses two Classes and the testing officer the remainder. If two or more of the Classes selected contain less than ten entries the Testing Officer will select a further two Classes. However if any Class has a large number of entries (25+) the Testing Officer is at liberty to set the number of entries to be judged e.g. 1 to 15, 10 to 25 etc. In the case of Coldwater Classes if the number of entries in a Class are less than 10 the Testing Officer will select a minimum of 10 photographs of fishes in that Class to be identified. All the test Classes must be judged within the period that general judging takes place. Any photographs required can be identified after judging has finished. No extra time will be allowed for test judging to take place

KEEPING UP TO DATE WITH CURRENT INFORMATION

Judging is not a static undertaking: new species of fish and plants are being introduced on a regular basis. Show standards re-appraised, Show Rules amended, deleted and others added and judging procedures adapted to suit new situations. This requires Judges of all grades to keep abreast of current information and the more recent imports being exhibited 'C' and 'B' Class Judges are subject to upgrading tests within set time limits this has the effect of ensuring their proficiency in keeping up to date, 'A' Class Judges are not. To ensure that 'A' Class judges are keeping abreast of current information the J&S may require an 'A' Class Judge to take a 'Refresher Test' within a set time. If the test is failed the Judge will be given three months grace to update himself before being required to take a similar test. If the second test is failed then the Judge is subject to re-grading.

JUDGES WORK LOAD FORMS

Judges of all grades are required to complete and return to the Judges & Standards Committee, by the end of January, a Work Load Form listing all their engagements for the previous year including all their REFUSALS. A Judge failing to return a Form will be removed from the Judges list. Work load forms are very important to the J&S, the Forms enable it to see the amount of work Judges are being asked to carry out and how much they refuse, which Societies are supporting the system by engaging both 'C' and 'B' Class judges for their table and inter-Club Shows and, by implication, those which do not.

If Judges are under-used in an area the Judges & Standards Committee will seek a reason for this if it is not obvious; also there is little point in the J&S seeking out or grading more Judges in an area where the current Judges are under-used. On the other hand, if Judges have to refuse bookings through pressure of work then the J&S must try to find more Judges to serve that area to ease the pressure.

It is important that judges list their REFUSED BOOKINGS, as without this information the Judges & Standards Committee cannot gain an overall picture of the judging situation throughout the Federation. Judges are fully entitled to refuse any booking from any Society. There may be reasons why Judges do so, usually the Judge will inform the Society, however if there are personal reasons the Judge may not. If a Judge is unhappy with his treatment by a Society he should inform them and ask them to correct this in the future. The Judges & Standards committee will be interested to receive letters of complaint from both Judges and Speakers on this subject.

To make clear any misunderstanding, it is the Judge's responsibility to ensure that his Work Load Form reaches the J&S; it is not responsibility of the J&S. Judges should keep copies of their Work Load Forms in case they are lost in the post. Enclosing a self-addressed post card with your Work Load Form for the J&S Secretary to sign and return to you will be proof of receipt. Saying that you have sent it is, unfortunately, not acceptable.

TABLE SHOW JUDGES

The J&S have agreed that in some areas and in certain circumstances there is a need for a grade of Judge to be classed as a Table Show Judge. This is visualised, as a Society member who does not have the time to embark on the Federation's Judge training programme but nevertheless is willing to serve his own and other local Societies as a Table Show Judge. The appointment and withdrawal of such a grade is at the sole discretion of the J&S and ratified by Council. The appointment does not require ratification of a General Assembly (see Section Six Rules 6 to 10).

RULES & PROCEDURES GOVERNING FEDERATION JUDGES & SPEAKERS

1. INTERPRETATION

The interpretation of the following is as set out in the Federation Constitution.

2. APPOINTMENTS & GRADING

The Judges Standards Committee (J&S) recommends a Judge grading to the Council who, if in agreement, will endorse the recommendation allowing the candidate to be put forward to be ratified by a General Assembly. Appointments do not come into effect until ratification by a General Assembly.

3. TABLE SHOW JUDGES

The only exception to the above is in the case of Table Show Judges whose appointment or removal is at the sole discretion of the J&S ratified by Council.

4. FEDERATION JUDGES AND SPEAKERS

Federation Judges & Speakers are appointed to serve Federation Affiliated Societies.

5. FEDERATION CONSTITUTION AND SHOW RULES

Federation Judges & Speakers will work within the framework of the Federation Constitution, the Show Rules, their associated Rules and Codes of Practice at all times.

6. JUDGE RECOMMENDATION

Any Affiliated Society or Judges & Speakers Panel may recommend to the J&S a member of any Affiliated Society for consideration as a 'C' Class or Table Show Judge.

7. APPOINTMENT

The recommending Society and/or Area Judges and Speakers Panel will be informed if their candidate is refused a grading. The J&S is not at liberty to enter into discussions as to their reason (s) to grade a Judge or appoint a Speaker or otherwise.

8. TABLE SHOW JUDGES

The J&S may appoint Table Show Judges where and when it feels the need arises by direct approach. In general, not more than one Table Show Judge will be appointed in a Society. Table Show Judge grading may be withdrawn at the discretion of the J&S.

9. TABLE SHOW JUDGE APPOINTMENT

Where there exists as a member of a Society a 'B' or 'C' Class Judge, only in exceptional circumstances will a member of that Society be appointed as a Table Show Judge.

10. TABLE SHOW JUDGE UPGRADING

A Table Show Judge may at any time apply to the J&S for 'C' Judge grading. Except at the discretion of the J&S time served as a Table Show Judge will not count as 'C' Class Judge service.

11. TABLE SHOW JUDGE TESTS

A Table Show Judge may should the need arise, be required by the J&S to demonstrate his understanding of the Federation's Show Rules.

12. JUDGES' OFFICIAL POSITION

Federation Judges are representatives of the Federation and must maintain that position at all times, whether engaged in Judging or not. There have been circumstances where Judges have stated that whilst judging at certain Shows they were not Judging as a Federation Judge. **THIS IS NOT ACCEPTABLE.** One cannot step in and out of the position to suit circumstances. Where a Judge is invited to Judge at a non-Federation Show they must fulfil the requirements of Show Rule 23d. The only exception being with those organisations that the Federation has Judge Exchange agreements. These are listed on the FBAS website.

13. SENIOR JUDGE APPOINTMENTS

Following satisfying the J&S that they have a full understanding of those Show Rules and Judging Procedures that they will be called upon to administer, a limited number of 'A' Class Judges with longstanding Judging experience will be recommended by the Judges & Standards Committee to the Council for appointment to the grade of Senior 'A' Class Judge. Senior Judges are only appointed to ensure the correct application of the Federations Judging system. This is not a higher grade of 'A' Class.

14. SPEAKER RECOMMENDATION

Any Affiliated Society or Area Judges & Speakers Panel may recommend to the J&S, an individual, of an Affiliated Society or not, for consideration as a Federation Speaker (see Rule 7)

15. SOCIETY MEMBERSHIP

Judges must be fee-paying members of an Affiliated Society within a reasonable distance from their residence. Honorary membership will not be considered as full membership; therefore Judges are at liberty to Judge at Open Shows organised by Societies of which they are honorary members.

16. MINIMUM AGE

The minimum age for a person to be graded a 'C' Class or Table Show Federation Judge will be twenty-one. The minimum age for a person to be graded a 'B' Class Federation Judge will be twenty-five.

17. 'A' & 'B' CLASS JUDGES

'A' & 'B' Class Judges are qualified to Judge any type of Show. Subject to any restrictions that exist within the Federation's Constitution, Rules and Codes of Practice.

18. 'C' CLASS JUDGES

'C' Class Judges are only qualified to Judge Society Table Shows, inter-Society Shows, Closed Shows etc.

THEY ARE NOT GRADED TO JUDGE OPEN SHOWS

19. TABLE SHOWS JUDGES

Table Show Judges are only qualified to Judge Society Table Shows.

THEY ARE NOT GRADED TO JUDGE ANY OTHER TYPE OF SHOW

Under no circumstances will a Table Show Judge, Judge an Open Show.

20. THE 'C' TO 'B' UPGRADE TEST

After serving for a period of two years as a 'C' Class Judge, and being over the age of twenty-five, the Judge will be required to take a 'B' Class Upgrading Test. The two years will be deemed to have commenced from the ratification of his 'C' grading. On passing the test the Judge will be recommended by the J&S Committee for 'B' Class Judge Grading to the Council. The Council, if in agreement, will then propose ratification by a General Assembly. The Judge is then at liberty to accept Open Show bookings. A Judge is not graded 'B' Class and will not accept Open Show bookings until the grading is ratified by the General Assembly

21. FAILED 'B' TEST

Should the Upgrade Test be failed, the Judge remains a 'C' Class Judge for a further two years after which time he is required to take a second 'B' Class Upgrading Test. If this test is failed then his Judge grading is rescinded and his name is removed from the Judges list. Judges failing a Test are not be eligible for a Table Show grading

22. THE 'B' TO 'A' UPGRADE TEST

After serving for a period of three years as a 'B' Class the Judge will be required to take a 'A' Class Upgrading Test. The three years will be deemed to have commenced from the ratification of his 'B' Class grading by a General Assembly. On passing the test the Judge will be recommended by the J&S Committee for 'A' Class Judge Grading to the Council. The Council if in agreement will then propose ratification by a General Assembly.

23. FAILED 'A' TEST

Should the Upgrade Test be failed, the Judge remains a 'B' Class Judge for a further three years after which time he is required to take a second 'A' Class Upgrading Test. If this test is failed then his Judge grading is rescinded and his name is removed from the Judges list. Judges failing a Test are not be eligible for a Table Show grading.

24. EARLY TESTS

'B' or 'C' Class Judges are at liberty to apply to the J&S For early testing to the next grade. The early test may be granted at the sole discretion of the J&S.

25. TROPICAL & COLDWATER GRADING

Judges graded for both Tropical and Coldwater Classes may elect not to proceed with testing for one of their categories. In which case providing the category for which they are tested is passed, the other category may be retained by the Judge. However once a testing procedure is embarked upon, it will be carried through, e.g. A Judge cannot take the test for a category, fail and then decide not to take the second test. Notwithstanding the above the J&S has the right to require a Judge to take a test for any category or grading held.

26. TEST REFUSAL

A Judge refusing to take a test or in the opinion of the J&S is prevaricating unnecessarily will be set a deadline for testing. Failure to attend the test for whatever reason will result in their removal from the Judges list.

27. RE-TESTING AND RE-GRADING

The J&S may re-test a Judge or re-grade a Judge without re-testing should the need arise. Re-grading will require Council approval and the ratification of an Assembly.

28. JUDGES' BADGES

'C' Class Judges will be issued with a Red Judges Badge. Table Show Judges will be issued with an Orange Judges Badge. Judges Badges will remain the property of the Federation and must be returned on demand.

29. SPEAKERS BADGES

Speakers will be issued with a Green Speakers Badge. Speakers Badges will remain the property of the Federation and must be returned on demand. Speakers who are also F.B.A.S. Judges will not be issued with a Green Speakers Badge.

30. FEDERATION BOOKS

Judges are required to maintain in good order the current Federation Constitution, Federation Standard Books, Reference and technical information books at their own expense.

31. REFRACTION AND SIZE RULE

All FBAS Judges will be issued with an FBAS Refraction Measuring and Size Pointing Rule. This will remain the property of the FBAS and must be returned on demand.

32. BOOKINGS

Judges and Speakers will maintain records of their bookings as a Work Load Form to ensure that double bookings do not occur. Booking should only be accepted if confirmed in writing and then must be acknowledged by the Judge or Speaker also in writing.

33. TELEPHONE BOOKINGS

Judges and Speakers are advised not to accept telephone bookings. However those that habitually do so will forfeit the right to claim the lack of written confirmation as a reason for failing to honour a booking.

34. REPLYING TO LETTERS

Judges & Speakers are only obliged to reply to letters from Societies if a S.A.E. Has been enclosed. It should not be necessary for a Society to send a recorded letter to a Judge or Speaker to obtain a reply. Where this occurs the J&S should be informed with photocopies of all letters sent.

35. REFUSAL OF A BOOKING

Judges and Speakers have the right to refuse any booking and will not be required to give the Society a reason for doing so, although the J&S may seek the reason in confidence.

36. EXPENSES AND FEES

Any payment made to a Judge or Speaker other than expenses is to be considered an honorarium and is not to be considered a fee.

37. 'C' CLASS JUDGES GAINING EXPERIENCE

To enable 'C' Class Judges to gain experience they are invited to apply to organisers of Open Shows for permission to undertake 'C' Class Judge training at the Show. On arrival at the Show the 'C' Class will report to the Senior Judge. The Senior Judge will stipulate those Classes the 'C' class is to judge. The 'C' Class will not hinder the official judging or enter into any discussion whatsoever with anyone other than the Senior Judge until all Judging is complete. Preferably the 'C' Class will judge Classes before the official Judge or before any award labels are affixed. He may judge as many Classes as possible within the judging time but under no circumstances beyond. The Senior Judge will ask the Official Judges to go over the results with the 'C' Class and enter any comments on the back of the judging sheet. If in the opinion of the Senior Judge the 'C' Class is impeding the judging of the Show in any manner, he is to be instructed to immediately vacate the benching area. He will judge Classes using blank judging sheets provided by the Society which he will fill in, not copy from the official judging sheet. This undertaking is a privilege and not a right and will be undertaken at the 'C' Class Judges own expense without any recourse to the Show organiser. However it is expected that organisers will provide refreshments to the Judge without cost.

38. 'C' CLASS JUDGES EXHIBITING WHILE TRAINING

The preceding Rule 38 does not prevent a 'C' Class Judge from entering exhibits into an Open Show at which he is Judging to gain the experience necessary to advance his Judge grading; he is not an Official Judge. However it would be in everyone's interest if he did not judge any of those Classes in which he has an exhibit

39. WORK LOAD FORMS

The J&S will make available to all Judges and Speakers a current Work Load Form to enable a work load record to be maintained.

40. JUDGES WORK LOAD FORMS

Judges are required to complete and send to the J&S Work Load Form before the 28th of January detailing all their engagements (including all bookings that they have had to refuse) for the previous year. Judges that fail to comply will be removed from the Judges List.

41. SPEAKERS WORK LOAD FORMS

Speakers are required to complete and send to the J&S Work Load Form before the 28th of January detailing all their engagements (including all bookings that they have had to refuse) for the previous year. Speakers that fail to comply will be removed from the Mailing List.

42. RECEIPT OF WORK LOAD FORMS

It is the Judges and Speakers responsibility to ensure that their Work Load Form reaches the J&S before the 28th of January. Judges and Speakers are advised to retain a photocopy of their Work Load Form prior to mailing

43. AREA JUDGES AND SPEAKERS PANELS

Judges and Speakers are not required to become members of their local Area Judges and Speakers Panel (although this is to be encouraged). The Area Panel is not required to accept any Judge or Speaker within its area as a member.

44. COMPLAINTS

Any society or person who has a complaint concerning a Judge or Speaker is at liberty to submit the complaint to the J&S. This must be writing and include all relevant correspondence and/or other information. Verbal complaints will not be considered or acted upon. Where a complaint concerns an Open Show whether judging or organisation the procedure is set out in the following Rule 46 must be complied with.

45. COMPLAINTS CONCERNING OPEN SHOWS

Anyone wishing to make a complaint at an Open Show whether concerning judging or the organisation of the Show must do so on an Official Complaint Form, which can be obtained from the Senior Judge. All Senior Judges should be in possession of these Forms.

46. COMPLAINTS TO AREA JUDGES AND SPEAKERS PANELS

If an Area Panel receives a complaint it will carry out the procedure as set out in its Mandate (see; Area Judges and Speakers Mandate Rule 11).

47. INVESTIGATING COMPLAINTS

Any complaint concerning a Judge or Speaker will be investigated by the J&S, who will make a finding. If a complaint is substantiated, the J&S will take whatever action it deems appropriate, up to removing the Judge or Speaker from the Lists. All parties will be informed of the outcome of the investigation and the proposed action, if any. If the appropriate action is the removal of the Judge or Speaker this will be reported to the Council and then placed before the next General Assembly.

48. COMPLAINTS - JUDGES AND SPEAKERS PANELS

The J&S may if it considers appropriate instruct an Area Panel to investigate a complaint and recommend to the J&S a course of action. The J&S will on this recommendation take what action it deems appropriate.

49. RIGHT OF APPEAL

Any of the parties concerned in a complaint has the right of appeal to the Council within 28 days of notification if they consider the J&S has acted unjustly in dealing with the complaint. The Council has the right to re-assess the J&S findings.

50. LETTERS OF COMPLAINT

The J&S will not be required to produce letters of complaint, other than to the Council if the J&S action is appealed, without the written agreement of the writer. Notwithstanding this the relevant parts of the complaint will be made known to the person Judge, Speaker or Society concerned if the matter is to be proceeded with, without disclosing the identity of the complainant.

JUDGES CODES OF PRACTICE

1. THE PURPOSE OF THE CODE

A Code of Practice is a practical approach for completing a particular task. In this case a system that has evolved from both trial and error over a period of time and from use has been found to be both efficient and practical. A Code of Practice, not only sets out the procedure to be followed but also the tools and equipment required as well as the mode of dress best suited for the task. A code of Practice should not be static, to maintain its relevance, it must be capable of being amended to meet new and unforeseen circumstances that may arise in the future. At the same time nothing within the Code shall be at variance with the Federation's Constitution or Show Rules, which will always take precedent.

2. DRESS & PRESENTATION

When attending any engagement a Judge must look the part by presenting a smart, neat and tidy appearance. Denims, casual dress and the like are not considered suitable Judges' dress irrespective of the cost or the 'mark'. It is a fact that a smart well-turned out Judge inspires confidence and respect, a casually or scruffy one does not. Whether you like it or not the comparison is there in the eyes of the Exhibitors. A casually-dressed or scruffy Judge is synonymous with casual scruffy judging.

3. JUDGES BADGES & TIES

A Judge must always wear his Judge's Badge when officiating at Open Shows. The wearing of a tie is to be preferred to an open necked shirt, and although there is no specific Judge's Tie, Judges are expected to wear a Federation Tie.

4. THE MINIMUM JUDGES EQUIPMENT

The minimum equipment a Judge requires to undertake a judging engagement is as follows. A copy of the Show Schedule, a current set of Federation Size Sheets, a Combination Refraction and Size Pointing Rule or a Refraction Rule and a Size Pointing Disc, Sizing Callipers, a full set of Federation Standard and Guide Books, Federation Award Stars, Pen, Pencil, Pencil Sharpener and Eraser, a Clip Board or Ring Binder, a magnifying Glass and, finally, a bag or case to contain them.

5. ADDITIONAL JUDGING EQUIPMENT

Additional recommended judging equipment includes a small torch and such other reference books you feel you may require enabling you to undertake your judging engagement.

6. ON ARRIVAL AT THE SHOW

On arrival at the Show make yourself known to the Show Manager or Show Secretary. Enquire which room or area has been set aside for the Judges' use so that you can leave your judging bag in a safe area.

7. DURING BENCHING

By all means have a quick look around the Show but keep well clear of the benching area during benching. There are several reasons for this.

- (a) You are only in the way.
- (b) Do not get involved in chatting to Exhibitors benching fish.
- (c) Do not have your attention drawn to exhibits or discuss exhibits with anyone prior to judging

8. SENIOR JUDGE

The J&S will appoint a Senior Judge to officiate at every FBAS Open Show. If the appointee fails to arrive then any other Senior Judge present will take on the task and be responsible for organising various features of the judging as set out in the Show Rules and Code of Practice. All Judges will co-operate with the Senior Judge to ensure that both smooth and efficient judging takes place. **Note: 13, PAGE 6-4.**

9. DELEGATING RESPONSIBILITY

The Senior Judge is not expected to undertake all the tasks himself; other Judges present will be asked to undertake various tasks. However it is the final responsibility of the Senior Judge to keep the judging moving along and try to eradicate errors from occurring.

10. CHECKING CONTAINERS

Judges will ensure that all containers are checked prior to judging, that all exhibits are in the correct size containers. That all containers comply with the Show Rules. Any that do not must be brought to the Show Secretary's notice and the opportunity given to replace the container.

11. CHECKING THE EXHIBITS

Judges will ensure all exhibits are checked prior to judging, that they are not diseased, deformed or stressed. That exhibits are in the correct Show Class. Any that are not are to be moved by the Show Secretary, the containers reclassified and numbered and the judging sheets amended.

12. CHECKING BREEDERS DATES

The Judge involved should ensure that all dates of birth are entered on the containers of Breeders Exhibits prior to judging. Any that are not must be brought to the Show Secretary's notice and the opportunity given to correct the situation.

13. CHECKING FURNISHED AQUARIA AND AQUASCAPES

The Judge involved must give special attention to both Furnished Aquaria and Aquascape Classes. Ascertain what is set out in the Show Schedule for these Classes. Ensure that all the containers fulfil size requirements, check height, width, and depth. Check that the lighting is uniform, if some Exhibitors have chosen not to use lighting this must be considered their choice and may result in them being placed at a disadvantage. It is not for the Judge to alter the situation, simply draw it to the attention of the Exhibitor with a 'SEE JUDGE' label.

14. CHAMPIONSHIP OR SPECIAL CLASSES

The Senior Judge must ascertain prior to judging if there are any Championship or other special Classes to be judged and agree with the other 'A' Class Judges which of them is going to judge these. Those Judges who have not judged a Championship Class in the current show year should be given first refusal of these Classes.

15. ORDER OF JUDGING THE CLASSES

The Senior Judge will sort the judging sheets into a minimum of four groups according to the number of entries in the Class as follows.

1st Group 1-5 Entries	2nd Group 6-10 Entries	3rd Group 11-15 Entries	4th Group 16+ Entries
--------------------------	---------------------------	----------------------------	--------------------------

Judges Will first select one Judging Sheet from the 1st Group of Classes. As these will be Judged quite quickly this will set the Show Secretary to work. Any remaining 1st Group Classes will then be retained and those Classes comprising the 4th Group made available. When all of these have been taken up then the 3rd Group will be made available followed by the 2nd and then any remaining first Group Classes.

Championship Classes and any other Specialist Classes together with the Pairs and Breeders Classes will be included in the 4th Group with the maximum number of entries irrespective of their entry numbers. The next group of judging sheets should not be made available until all the current group have been taken up. Judges will not hold judging sheets they are not actively judging unless issued to them by the Senior Judge.

16. CONTROLLING THE JUDGING SHEETS

The Senior Judge will keep tight control of the judging sheets. Failure to do so will result in Judges leaving large or unpopular Classes on the table subsequently resulting in the judging taking longer than it should.

17. ISSUE OF JUDGING SHEETS

The Senior Judge will in agreement with the 'A' Class Judges give first choice of judging sheets to the 'B' Class Judges and any guest Judges present in accordance with Show Rule 6d. However 'B' Class judges do not have the right to judge any particular Class, it is a concession not a right. The Senior Judge will refuse judges who ask for a judging sheet that is being held back. Judges must take up and judge those Classes currently available in the Group set out.

18. JUDGES SIGNATURES

Judges whose signatures are not readily legible to the Show Secretary or Exhibitors will be required to print their name below their signature. The point of signing judging sheets is for all to see who judged that Class.

19. JUDGES FROM OTHER ORGANISATIONS

If Judges from other organisations are judging the Senior Judge will ensure they understand they must fully point all the entries in the classes the judge. Ensure they are given a Refraction Rule, Pointing Disc and appropriate Federation Size Sheet for the Class they judge. Borrow this equipment from other Judges present or from the FBAS Show Stand. Guest Judges are to be afforded the same concessions as B Class Judges. Make sure they are fully involved without being intrusive; we want them to take home a favourable impression of our Federation and our showing system.

20. JUDGING INITIAL PROCEDURE

Before commencing to judge a Class first check that all the containers comply with the Show Rules. Check that all the exhibits are in the correct Class and report any that are not to the Senior Judge. Check the way the containers are numbered (left to right?), that they are numbered in sequence, note if any containers listed on the judging sheet are missing and ask the Show Secretary where they are.

21. JUDGING PROCEDURE

Whilst most Judges have developed their own method of pointing fishes the following has been found to be the most efficient. Start by measuring all the exhibits for size, in most cases there will be fishes listed at the same size, say 50mm others at 60mm and so on. Measure and point all the 50mm fish as a group even if they are different species for you are only considering size and by comparing size for size one against another one can see at once if an error in pointing has occurred. When all the exhibits have been pointed for size the other features are pointed. This time, compare fish of the same species, finnage against finnage, colour to colour, like to like.

22. POINTING SYSTEMS

Judges are to adhere to the Federation's Pointing Systems as set out in Section Thirteen. There is a tendency to use half points to produce winners when exhibits are awarded equal points. This practice is not to be used, points must be adjusted by adding or subtracting whole numbers to arrive at the Class winners. If as often happens in the case of size points the pointer falls between numbers always round down.

23. POINTING FOR SIZE

To arrive at the correct pointing for 'Size' using the two tens and four twenties system. Measure the exhibit using the Refraction Rule as usual, then halve the points. If having halved the points you are left with a half-number then initially always deduct the fraction point. Example if you measure an exhibit and the points total 15, when halving you have 7 1/2. Award the exhibit 7 points, always initially deduct.

Under no circumstances list fractions of points on a judging sheet.

24. TIED PLACINGS

The situation may arise that having judged a Class and awarded points, to arrive at the Award winners, and the judging sheet has been displayed to the Exhibitors, it is discovered that you have awarded equal points to another exhibit that you have not placed. Example an unplaced exhibit has the same points as the second placed exhibit. To resolve this add points to the current pointing. Never reduce them once the Judging Sheet has been displayed.

25. TIED AWARD PLACINGS

Under no circumstances will Judges use half points to separate tied placings. With 100 points there are sufficient points to enable the Judge to separate out the number of place winners required by the Show organisers using whole numbers.

26. JUDGING STANDARD CLASSES

When Judging Standard Classes Judges must consult the appropriate Standard. This means the Judge should have his book of Standards open and compare the exhibit with the Standard. Too often Judges are relying on their memory of the Standard or are judging to their own standard. Use the Federation's Standards Books

N.B. Special attention must be paid to the finnage of these fishes now that colour has been modified. Frequently the dorsal and caudal fins of fishes in Class 'Oa-q' do not match. Also quite often female fish in Class 'Os-z' exhibit male characteristics these must be severely down pointed. Large non-standard fishes are frequently taking awards because of their high size points when in fact their finnage is far from standard. Judges must use the full range of points for the other features to restrict fishes from taking unwarranted awards.

27. RENAMING AN EXHIBIT

Judges will not rename an exhibit unless they are in a position to produce documentary evidence for their action at the Show. Stating that they have the information at home will not suffice. However, Judges are entitled to point the exhibit to the body shape, colour and/or finnage of what they believe it to be. Size however will be pointed in accordance with the name under which the Exhibitor has entered the exhibit.

28. ACCEPTING THE EXHIBIT AS NAMED

Judges should be very wary of accepting as named on the judging sheet an exhibit that they do not recognise. Unfortunately some Exhibitors misname their exhibits to gain an advantage (usually Size points) or simply to test the Judge. Some exhibits are misnamed because the exhibit was purchased under that name or the Exhibitor is simply making a guess. If you fail to recognise the exhibit the procedure to adopt is set out on the next page.

- a). Check that the name is valid, Booklet No.19: Synonyms may assist you with a fish. Booklet No.11 for Plants.
- b). Research your reference books for any information
- c). Always approach the Senior Judge for assistance. Do not involve other Judges, the Senior Judge will involve them if required.

TYPICAL SITUATIONS THAT PRESENT THEMSELVES AT SHOWS ARE:

1). The exhibit's name is new to you and you cannot find any information concerning it in the reference books available at the Show. Then the exhibit is to be judged in accordance with the guidance given. Under no circumstances alter the name. Fix a SEE JUDGE sticker to the container and if possible discuss the exhibit with the owner.

2). A fish that cannot be identified or named should not be given an Award if at all possible and certainly not a First Place. It is foolish to give awards to unknown fish. Because you can only judge it as seen. Is the body and finnage shape correct? The same applies to the colour intensity and pattern. The size can only be estimated against other fish if you can place it in a genus.

3). The exhibit's name is new to you but you are able to produce evidence, a picture, drawing and/or a written description, preferably both, showing the Exhibitor is showing the exhibit under a false name or the name of another species. However you are not in a position to identify the exhibit's correct name. In this situation strike out the incorrect name on the judging sheet and enter the considered Genera followed by the word "species" i.e. 'Haplochromis "species"'. Fix a SEE JUDGE sticker to the container and after judging has been completed discuss the exhibit with the owner.

4). You believe the exhibit is wrongly named and can recall seeing information to this effect but are unable to produce this at the Show. Do not rename the exhibit; judge it in accordance with the guidance given. Use the Remarks column of the judging sheet to express your doubts and fix a SEE JUDGE sticker to the container and if possible discuss the exhibit with the owner after judging has been completed. Ensure you have the information available at future Shows. Inform the J&S and send them copies of the relevant information.

5) A primary rule when encountering an unknown exhibit is to pass on and judge all known exhibits first then drop back to judge any unknown exhibits. If nothing can be discovered about the unknown exhibit it must be judged as seen. Most exhibits can be placed in a genus and this can be used as a basis for judging size, finnage and colour. Condition and deportment are self-evident. The Judge should consider that unless there are only four entries in a Class, it is unwise to award a card to an exhibit of which you have no knowledge. Finally after all judging is completed contact the Exhibitor and see what information they can provide.

29. CLASS & GROUP AWARDS

The Senior Judge will ensure that the judging of all the Classes has been completed and that any and that any specialist or group Awards are made i.e. Best Characin, Best Catfish etc. (see Part 3 18d page 3-11), before any premier Awards are made. The procedure is as follows: All Classes are judged first. Then those Judges that judged the Group of Classes concerned get together and decide on the overall Group winner, the points issued by the various Judges are not a consideration in deciding the winner. Under no circumstances will a fish that cannot be identified and named be considered for the Best Fish in a specialist or Group Class.

30. BEST FISH IN SHOW

When the procedure in (29 above) has been carried out, the awarding of the Best Fish In Show (BFIS) can be undertaken. Only First Place winners can be considered for the Award. However where there is a Group winner only the winner can be put forward e.g. Where there is a Best Characin only the winner can be put up from the Characin Group of Classes. Fish in Pairs, Breeders, or Furnished Aquaria Classes cannot be considered for the Best Fish In Show Award. Under no circumstances will a fish that cannot be identified and named be considered for the BFIS.

31. RESERVE BEST IN SHOW AWARDS

Following the selection of the Best Fish In Show, the Senior Judge will choose only from the other fishes nominated by the Judges for BFIS, two Reserves. These fish will only be issued with Cards, which will not be starred and only signed by the Senior Judge. They will not receive nor be eligible for any other Award.

32. BEST EXHIBIT AWARD

Only after the Best Fish In Show has been decided can a Best Exhibit Award be made. The only single fish that can be considered for this award is the Best Fish In Show.

33. INDIVIDUAL OR NOVELTY AWARDS

Judges should refrain from becoming involved in deciding Individual or Novelty Awards. There is no requirement for Judges to judge them. For example, a Best Lady Exhibitor Award. This can involve a number of non-associated exhibits spread over many Classes judged by several Judges. It can be very time-consuming and tie up several Judges for a considerable time. Any Society wishing to introduce these experimental Awards including Novelty Awards and Classes such as Snails, Plastic Plants etc must make special provisions for judging them. Judges are at liberty to refuse to judge these Classes.

34. ANNOUNCING BEST IN SHOW AND PREMIER AWARDS

Ask the Show Secretary not to announce the Best Fish In Show or any other Premier Awards until the Show is open to the public.

35. DISQUALIFYING AN EXHIBIT

Before disqualifying any exhibit the Judge must consult the Senior Judge and obtain his signature on the judging sheet. Also the Judge must either list the reason or the Rule number for the disqualification on the judging sheet. In any event a SEE JUDGE Sticker must be fixed to the exhibit's container and it must be removed to the treatment area.

36. SEE JUDGE STICKERS

If when judging, you disqualify an exhibit or wish to draw an Exhibitor's attention to a feature you are not happy with, fix a SEE JUDGE Sticker to the middle of the exhibit's container (not to one side). This not only encourages the Exhibitor to seek you out to find out the reason for the sticker but also draws the other Exhibitors' attention to the fact that something is amiss.

37. WORK LOAD FORMS

The annual return of Work Load Forms by the end of January of the following year is a requirement of Judges to retain their grading as Federation Judges. It is not as some may assume an option. Your Work Load Form is required even if you have had no engagements in the previous year or have had to refuse them. Keep your Work Load Form in your Judge's folder with your Size Sheets; get into the habit of filling it in when you sign the Award Cards. By doing so it will always be up to date.

38. SIZE ADJUSTMENT FORMS

All judges should have A6 Size Adjustment Forms to hand. If you come across a new or unlisted fish or a fish that you feel needs a Size adjustment, list the fish on the form and give it to the Senior Judge who will send it to the J&S with the Open Show Returns Form. Senior Judges have an Open Show Returns Form on which they are required to give certain details concerning the show at which they are acting as the Senior Judge. All A6 Size Adjustment Forms From the other Judges are returned with this form to the J&S. By doing so we ensure we keep our size sheets up to date.

Judges are reminded of the following:

- a). Unless Size Adjustments and new fish are noted the Size Sheets will not be maintained to their full effectiveness and the validity of Size Sheets may not be maintained.
- b). One large fish seen on several occasions will not necessarily mean that a size will be adjusted, although it should be noted on the Size Adjustment Form. Unless an increase can be justified it can have the effect of keeping exhibits of that species from being exhibited. Further size adjustment is a two-way operation; do not be reluctant to suggest a reduction of a listed size, if you feel this is warranted.
- c). Judges can recommend fish for size adjustment from Classes other than those they have judged. However before doing so discuss this with the Judge who judged the Class and obtain their agreement.