

CROATIAN MINE ACTION CENTER

1735

Based on Article 69, Paragraph 2 of the Humanitarian Demining Act (National Gazette # 153/05) the director of the Croatian Mine Action Center, with the prior opinion of the director of the State Office for Metrology, on May 16, 2007, has passed the

BOOK OF RULES AND REGULATIONS

ON TECHNICAL REQUIREMENTS AND EVALUATION PROCEDURE FOR THE TRAINING OF HANDLERS AND DOGS FOR MINE DETECTION IN HUMANITARIAN DEMINING

1. BASIC PROVISIONS

Article 1

These Regulations prescribe the contents of the appropriate documentation, obligations of legal and physical entities using or training handlers and dogs for humanitarian demining activities, i.e. the party ordering testing, as well as the obligations and procedures of an accredited institution that issues certificates and conformity certificates.

Article 2

Dogs in humanitarian demining are a specific means for detecting mines, UXO and ERW in various structures of mine suspected areas.

Due to a series of expected changes, during the time limitation of rendered assessment, along with regular testing, it is necessary to apply a series of control actions after an issued assessment in order to ensure total daily control of effectiveness and guarantee safety for the searched area.

Article 3

An issued assessment for a handler and dog must be exclusively considered as a guideline of primary technical conditioning for the use of the team, while the overall monitoring system is applied within the framework of the required supervision and inspection of humanitarian demining activities and dependant on the results therein confirm or dispute the issued assessment.

Testing under realistic conditions is an integral part of a whole. Assessment of conformity with the prescribed demands for a handler-dog team that are used in humanitarian demining activities as per these Regulations is confirming the satisfaction of demands and methods of detection in accordance to Standard Operating Procedures of the client and possibility of work under actual project conditions.

a) Carrier of assessing the teamwork and assessment of handler and dog for mine detection

Article 4

The testing of teamwork and assessment of handler and dog for mine detection is done by accredited laboratories/centers, which issue certificates and conformity endorsements as per Article 29, Paragraph 1 of the Act on Humanitarian Demining, as well as in accordance to special regulations and normative documents legally valid for the accredited institution: laboratory/center (from hereinafter: accredited institution).

Article 5

The following elements are determined by these

Regulations:

- basic and operative technical demands that must be met by handler and dog as a team for humanitarian demining activities,
- rights and obligations of legal and physical entities (testing client) that put the handlers and dogs on the market and/or to use,
- assessment procedures with the prescribed demands,
- documents that must be accessible to CROMAC prior to putting the handler-dog team to use (issuing a conformity assessment, accreditation procedure),
- appearance and standards of test polygon,
- auxiliary documents,
- method of marking and identifying a handler-dog team.

Article 6

Terms, names and definitions used in these Regulations have the following meanings:

- *norm*: document passed through a consensus and confirmed by an authorized body, which gives rules, instructions or characteristics for activities or their results in the aim of reaching the best level of organization in a given context for general or multi-use
- *normative document*: a document that gives the rules, instructions or characteristics for various activities or their results
- *technical specification*: document that determines the technical requirements a certain product, process or service needs to meet
- *regulation*: document that includes mandatory legal rules that is passed by an administrative body
- *testing*: establishing one or more characteristics in accordance to procedure
- *examination*: series of systematically organized tests, the result of which lead to an overall assessment of a component, equipment or system
- *handler-dog team*: a team made up of one guide and no more than two dogs trained in the process of detection in specially prepared fields on test polygons to properly detect all mines and ERW in order to objectively assess individual team capability
- *test client*: authorized legal entity for performing demining activities and other legal entities that deal with the education of handlers and dogs with the appropriate accreditation
- *identification information*: for dogs it is a dog booklet, health file, tattooed number or implanted microchip
- *obedience exercises*: a series of prescribed activities and actions with the aim of establishing the degree of the bond between handler and dog, general obedience, dog reactions and application of handler orders. The basic actions are walking beside the leg with a leash, without a leash, stopping cold, calling back the dog, relieve of dog and fulfilling a series of prescribed actions from a distance
- *indication*: method and reaction of dog that signals to the handler it has found a mine. It may be real or false, i.e. wrong
- *assessment of detection capability of handler-dog team in humanitarian demining*:
Is a written document confirming the possibility or impossibility of using a team in a certain period

that is issued by an accredited institution

- *test polygon*: open, fenced and guarded area with geodesic re-measured proper fields with planted mines according to positive guidelines of IMAS standards (IMAS 09.41, IMAS 09.42) and types of ordinance that are safe (with processed fuses that are certified harmless by authorized institutions), but are registered on the territory of the Republic of Croatia under real conditions of mine suspected areas. The layout of mines as per a report, i.e. Test Plan of the polygon are top secret and exclusively accessible only to members of the professional commission.
- *fitness and work training*: a group of various daily, weekly and monthly activities for maintaining and increasing fitness, motivation, work effectiveness of dogs including mandatory record keeping and documentation
- *IMAS (INTERNATIONAL MINE ACTION STANDARD)*: International standards for mine action activities
- *standard operating procedure (SOP)*: basic document of the authorized legal entity as a client for testing the work methods of guide and dogs under real conditions of detection and demining projects with a series of explanations on the implementation of fitness training, rewarding, detection methods, marking, health and hygienic care, accommodation and transport, acclimatization, technical aids.

2. TECHNICAL REQUIREMENTS FOR CLIENTS ORDERING HANDLER-DOG TEAM TESTING

a) Basic information on handler and dog

Article 7

Basic information on the handler and dog include:

- Identification documents of handler (according to valid regulations for citizens of the Republic of Croatia and foreign citizens)
- Authority of a deminer or auxiliary worker issued by the Ministry of the Interior of the Republic of Croatia
- Statement of the authorized legal entity for performing activities of demining, the time spent working with the registered guides and dogs on humanitarian demining
- Confirmation of the authorized legal entity for performing humanitarian demining activities or other authorized legal entity on the method and time of educating the handler and dog
- Birth certificate or other proof of origin and bred of the dog
- Health booklet with the dog's identification number (tattooed number or microchip) with all data pertaining to vaccination and in accordance to the regulations "order of measures for the protection of animals from contagious and parasitic diseases and their funding," which is passed by the appropriate state veterinary body.

b) Test registration procedure

Article 8

Test registration procedure:

- Registration for testing of handler and dog may be delivered to an accredited institution by an authorized legal entity for demining that shall use handlers and dogs for searching terrain in humanitarian demining projects, or other legal entities that deal in training handlers and dogs in mine detection (from hereinafter: test client). Test registration and all prescribed documentation are delivered on the Croatian Language.
- Together with the registration for testing handler and dog, the test client also delivers complete prescribed paperwork from an accredited institution
- After passing a decision initiate testing, the test leader proposes a test program and chooses a test polygon.

c) Test procedure documentation

Article 9

The documentation to be delivered to an accredited institution/center prior to testing by the client includes:

- Request for testing a handler-dog team,
- Information on the handler and dog as per the TVP-O form for handlers and dogs that have previously been tested and accredited by CROMAC,
- Information on the handler and dog as per the UVP-1 form for handlers and dogs registered for the first time,
- SOP for working with handlers and dogs or a chapter in the SOP that defines it and must include:
 - o Description of fitness and work training, keeping of daily, weekly and monthly records with the appropriate forms,
 - o Hygienic measures, accommodation, transport, acclimatization to new facilities,
 - o List of means and equipment needed for working with dogs,
 - o Control procedure for general and health situation before working with dogs,
 - o Preparation and marking of work area for working with dogs,
- Work procedure of handler and dog during detection in the field with all pertinent details: method of introduction, method of detection, width and length of movement, detection signalization, indications, method of rewarding, motivation and maintaining it therein, rest periods.
- Safety measures.
- Filled in forms (must be delivered 15 days prior to the proposed test date).

d) Documentation of the accredited institution

Article 10

Documentation of an accredited institution includes:

- Decision on appointing a head of testing procedure for handler and dog,
- TVP-O, UVP-1 forms in connection to the request,
- Plan and drawing of the test polygon with precise layout and number of fields, layout and depth of planted mines in marked fields, as well as mines set on the surface.
- Reports on testing are included on the TVP-1, TVP-2, TVP-3, TVP-4A, TVP-4B forms,
- Detection capability assessment of handler and dog for humanitarian demining activities (internal),
- Assessment of using a handler and dog for humanitarian demining in relation to work method and time constraints for the test client.

e) Organization of testing

Article 11

The head of the accredited institution appoints a leader to test handlers and dogs for mine detection.

Article 12

The obligations of an accredited institution are:

- examine delivered documentation,
- request additional information and documents on handler and dog,
- accept and pass a testing program with a decision on which polygon to use,
- pass a decision on testing the guide and dog with a date and time of the said test,
- check information on handler and dog by perusing the prescribed documentation as per Article 7 of these Regulations,
- confirm the information on the dog my going onsite to check its identity (bred, gender, age, tattooed number, microchip, special marks, in accordance to Article 7 of these Regulations),
- check the health file, health booklet or other documents from the country of origin linked to the prescribed vaccination for the Republic of Croatia in accordance to the regulations “order of measures for the protection of animals from contagious and parasitic diseases and their funding,” which is passed every year and published in the National Gazette,
- by way of clinical testing confirm the current health of the dog, its fitness, character and nature, taking all the necessary safety precautions with the assistance of the handler. The checkup is conducted by a professional.
- assess the capabilities of the handler and dog pertaining to humanitarian demining activities.
- head of testing assesses if the use of the handler and dog for humanitarian demining is warranted.

Article 13

Obligations of the head of testing:

- accept testing requests for handler and dog with all accompanying documents,
 - examine the delivered documentation, study and preparation of proposals,
 - preparation of polygon, which presumes the arrangement of the polygon and permitted vegetation, as well as proper test field marking,
 - organize and lead testing,
 - give the dog's guide information on planted mines in the part of the polygon prepared for training and warming up prior to testing in the “minefields”,
 - lead and record elements prescribed in the prescribed forms (TVP-1, TVP-2, TVP-3, TVP-4A, TVP-4B),
 - draft a report on the testing of the handler and dog,
 - ensure regular control and verification of daily, weekly and monthly fitness and work training, secure the prescribed documentation from the authorized legal entity for performing demining work,
- Upon completion of the testing the head of testing is obligated to prepare an assessment on the use of handler and dog for humanitarian demining within 7 days, as well as forward temporary information and decision to use the team to CROMAC up to the time the test client is rendered an assessment.

3. BASIC ELEMENTS TO CHECK APTNESS OF HANDLER AND DOG

a) Obedience exercises

Article 14

Exercises of obedience and movement of the dog are applied and assessed according to the following activities:

- Walking by the leg on leash
- Walking by the leg without leash
- Stopping movement
- Recall of dog
- Reprieve of dog
- Moving in front of guide and exercises of obedience from a distance, if the dog is trained for such exercises

b) Work in a "minefield" with specially prepared fields on test polygon

Article 15

In order to objectively judge the capabilities of the handler-dog team the following basic test elements are applied:

- Preparation and introduction of dog to test field,
- Detection in accordance to education methods clearly outlined in SOP, systematic detection
- Indication of mines by the dog and handler interpretation,
- Finding all planted mines and ERW,
- Behavior of dog during indication,
- Fitness for detection,
- Concentration, sniffing and sniffing system,
- Rewarding, motivation and stimulation of dog,
- Time taken for detection,
- False indications, frequency and number.

4. METHODS FOR TESTING AND CHECKING THE WORK QUALITY OF HANDLER-DOG TEAM

a) Obedience exercises

Article 16

Obedience exercises are performed on specially prepared spaces that are designed for them. The said spaces are prepared near "test minefields". Exercises performed are as per Article 14 of these Regulations.

b) Work in "minefields" on specially prepared polygon fields.

Article 17

Prior to testing on a specially prepared polygon with planted mines, the guide may conduct a warm up and all other necessary preparatory activities on a specially prepared field also with planted mines.

During the warm up phase the handler is informed of the positions of planted mines. No more than 15 minutes may be spent on the warm up phase.

c) Preparatory activities, obligations, procedures

Article 18

Prior to testing, the leader of the test informs the handler, i.e. the representative of the authorized legal entity for carrying out demining, with the conditions of the said test. The leader of the test uses technical aids to establish the true situation on the polygon and weather conditions. Prior to entering the test field, the entire procedure is reviewed, namely, method of entering the field, detection method, method of informing of indications and their recording, completion of detection, method of rewarding, all included in the SOP of the test client.

Article 19

All activities and procedures to be tested must be clearly stipulated in the SOP or SOP chapter of the authorized legal entity performing demining activities.

Article 20

Test leader must choose a test field, which includes no less than four (4) fields measuring 10 X 10 meters, i.e. total area of 400 square meters, for each team in advance. Test fields may also be shaped 4 × 25 meters. The choice of fields is made in such a way that various categories are represented, i.e. planted antipersonnel mines, antitank mines and a mixed field, while the fourth must be empty of mines.

Article 21

Test fields are prepared so that each team has the same number and type of mine, UXO and ERW planted at equal depths, but different layout. Each team is allotted fields with no less than eight (8) different mines and ERW. In case of extraordinarily dependable results in the first three minefields with the positive detection of all mines and work quality, the test may be limited to only three test fields. In case of undependable results, sometimes a fifth reserve test "minefield" may be allotted. Handlers working with two dogs may be allotted the same fields.

Article 22

The handler has the right to examine the fields prior to testing, but without actually entering those same fields. The handler introduces the dog into the test field and begins detection from the direction he/she deems the best in relation to wind direction and permitted wind velocity, which may be done through a vocal order, hand gesture or a combination of the two.

Article 23

The activities of the handler and dog are monitored from a distance that in no way could hinder the work in the test field.

The test leader may allow a monitor to be present under clear conditions of his/her required behavior, which in no way hinders the work of the team.

During the test the handler is obligated to wear all of the prescribed equipment as under real conditions of mine detection and demining.

Article 24

During detection the dog is allowed a rest if the handler establishes the dog lacks motivation, required water or just needs a break. In case the dog has frequent rests the test leader may stop the testing.

Article 25

The moment there is an indication of a mine, true or false, the handler makes a prearranged signal to the test leader.

The handler is permitted to place his/her own mark in the location of the dog's indication with prepared markers in an interim area of the field or in a different manner that was prearranged prior to testing with the agreement of the test leader.

Each indication signaled by the handler to the test leader must be recorded on diagrams with the exact location of the said indication. The exact time of the beginning and end of detection is recorded for each test field (form TVP-4A).

Article 26

The handler announces the end of detection and extracts the dogs from the test polygon to a far enough distance so as not to disturb the preparations for the work of the next dog.

The test leader records his/her assessment in the form TVP-3. Completed forms TVP-2, TVP-3, TVP-4A and TVP-4B, which are signed by the handler as well as the test leader, if the handler agrees with the assessments recorded therein. In case the handler disagrees with work method during testing, polygon conditions and weather conditions, he/she may record their disagreement on a special part of form TVP-4B.

d) Detection in the chosen part of the test field

Article 27

In accordance to various methods of education, it is detection on a long leash is permitted, short leash, free straight line movement with return/departure from handler, as well as other forms that are clearly outlined in the SOP of the authorized legal entity for demining activities or test client.

In all cases the width of detection is no more than one meter with overlapping perimeters of 20 centimeters to either side.

Article 28

Upon completing detection on one line the dog must turn around only in a line that is safe after detection. The dog searches the area with light movement, sniffing and left-right head movements in the width of the detection surface.

Proper detection presumes light, calm, continuous sniffing, occasional communication with handler, proper turns and equal dynamics in return/departure to handler, as well as equal dynamics in relation to short leashed detection.

Article 29

Desirable qualities for detection are:

- Constant motivation for detection, dog concentration during detection, system in movement, fitness of dog.
- System of sniffing presumes the dog keeps its nose to the ground and it is obvious it is searching parts of the field by way of its smell.

In cases when the handler points out that the dog has a “high nose”, that form of detection is also permissible.

The desirable detection time is closely connected with motivation, as well as temperament of the dog, which is usually up to fifteen (15) minutes per field. The handler himself/herself decides when to stop or end a detection session. The test leader in no way may influence the handler's decisions. Six wrong indications are acceptable in the detection over four fields.

e) Indications of mines from dog and handler interpretation

Article 30

The dog indicates a mine by sitting, laying down or a constant standing position or other form as per SOP of the test client.

It is understood that proper indication includes an obvious degree of excitement in the dog prior to settling into position, usually a higher degree of vivacity, faster and determined tail wagging, frequent communication with handler, turning to the handler in expectation of “response”.

The proper way for a dog to show it has caught a first whiff of an explosive is:

Dog begins to breathe through its nose if it had been breathing through its mouth up to that point, it begins to lower its nose toward the ground, moves toward the direction of the scent, i.e. immediately sits if it was trained to react in that way upon the first scent signal.

A desirable indication is up to 25 meters in front of a mine to a maximum of 50 centimeters from the known location of a mine.

In case of indication the dog takes up a constant position, while the handler uses certain communication methods with the dog to decide if the indication is correct.

The certainty of the indication is confirmed by the handler to the test leader with a prearranged signal and further signals to the test leader the distance in relation to the coordinates of the field or he/she does that according to a sign outside of the field as coordinates X and Y, which the test leader checks upon the end of overall testing. During that time the dog must stay in the position of the indication.

Article 31

Proper rewarding of the dog is that which stimulates a good connection with it and facilitates safety in working with it. Good forms of rewarding are those that allow constant control over the dog in a safe zone after an entire field has been searched or for each individual indication, after the permitted return of the dog to the guide to a safe zone.

Rewarding in an undetected area, as well as in a test field, is not permitted.

5. CRITERIA FOR ESTABLISHING THE QUALITY OF A HANDLER-DOG TEAM FOR DETECTION IN DEMINING PROJECTS

a) Criteria for establishing the quality of obedience exercises

Article 32

The proper execution of obedience exercises as per Article 15 is assessed with a point number entered into form TVP-3, attached to these Regulations.

b) Criteria for establishing the quality of working in "minefields" – on specially prepared test fields

Article 33

The proper execution of searching a test field, overall relations between handler and dog as per chapter 4 is assessed with points entered into form TVP-3, attached to these Regulations.

Article 34

Improper execution of detection in test fields and possible mistakes that influence test assessment are:

- poor connection between handler and dog,
- flawed judgment of introduction to field in relation to wind direction,
- unsystematic detection,
- exiting the field or detection line,
- overly rapid crossing without systematic sniffing,
- improper turning for the return to handler,
- lack of concentration of the dog, unmotivated dog,
- disinterested influence of exterior sounds and overemphasized interest for the surroundings,
- frequent pauses, lack of fitness,
- forms of rewarding that influence safety, overemphasized playfulness,
- insecurity of handler in regard to dog indications – wrong interpretation,
- scratching on the location of a planted mine or laying down directly on the said location,
- more flawed indications than permitted.

Article 35

All descriptive comments on assessments of detection are recorded on forms TVP 4A and TVP 4B.

6. HANDLER ASSESSMENT

a) Assessment of detection capabilities of handler and dog for humanitarian demining

Article 36

The assessment of capabilities of detection in mine suspected areas with the aim of finding mines aided by handlers and dogs for mine detection is made on the basis of testing and assessing data during the test process.

The test leader makes his/her assessment on the same day based on an analysis of forms and interviews.

The handler and member of the test client, upon completing the testing process, are informed of any shortcomings or are praised for their work.

Article 37

Each prescribed activity is assessed with numeric points.

Aside from a list of points, the foundation for assessing handler and dog is the detection of all planted mines and ERW within the searched test field.

Article 38

The total number of awarded points (form TVP-3) is the foundation for making an assessment on the time constraints for using a handler and dog and is divided into three groups: 90 to 100 points – one year work permit, 75 to 89 points – 9 month work permit, 65 to 74 point – 6 month work permit.

Article 39

Negative test assessments are issued in cases when:

- not all planted mines and/or ERW have been found,
- a dog indicates by scratching on the detection surface,
- a dog sits or lays down on the location of the planted mine as a form of indication,
- a dog is completely disinterested for detection,
- there is no coordination between handler and dog,
- a dog shows clearly overemphasized interest in the surroundings and influences the continuity of detection with frequent pauses, as well as the length of time needed for detection.
- the overall point total is less than 65.

b) Report on the testing of handler and dog

Article 40

The report on the testing of handler and dog is the foundation for making an assessment on the use of handler and dog, which includes:

- a. date, time and location of test (form TVP-2),
- b. description of polygon and weather conditions (form TVP-2),
- c. test leader (form TVP-2),
- d. information on test client, handler and dog (form TVP-2),
- e. all data the test leader finds onsite and writes in the TVP-2 and TVP-3 forms,
- f. all elements assessed as per Point 10.1 included in the forms TVP-3, TVP-4A, TVP-4B.

c) Assessment of using handler and dog in humanitarian demining activities

Article 41

The assessment to use a handler and dog in humanitarian demining includes:

- information on test client, handler and dog,
- achieved results during testing (point totals),
- decision on what kind of activities the handler and dog may be use for,
- assessment of maximum achievements of handler-dog team during one day based on test results,
- time limit the handler and dog may use during humanitarian demining activities until the next test.

Article 42

A negative assessment for using a handler and dog for humanitarian demining activities may occur based

on a lack of points reached during testing as well as report results.

A negative assessment, with the exception of basic information on the test client, handler and dog, includes descriptions of the reasons directly linked to the negative assessment.

7. OTHER PROVISIONS

a) Quitting or stopping testing

Article 43

Testing will not be rendered if:

- the outside temperature is below 0 degrees centigrade,
- the outside temperature is over 30 degrees centigrade,
- the wind velocity is over 25 kilometers per hour, i.e. 7 meters per second,
- the terrain is very damp,
- the vegetation is too high and obstructs normal detection, while the space has not been properly prepared,
- the outside temperature is within accepted parameter, but the ground is either frozen or snow covered ,
- if there is rain or fog,
- unplanned conditions arise that hinder work (smoke, foreign smells, noise, dust, food, etc.),
- on test day the dog is diagnosed with an illness or its physiological cycle negatively influences its concentration.

Article 44

In the aforementioned situations when it is impossible to conduct testing, the test leader and test client or handler agree to a new date and time for testing.

Testing may be called off at the discretion of the handler or in cases when there are very obvious actions that define a negative assessment.

b) Opportunities to retake testing

Article 45

Testing may be repeated within ten (10) days in cases if the overall point total is below 65, but higher than 60.

Article 46

In case the handler and dog do not met the requirements in the repeated testing after ten days, the next test date may not be earlier than one month after the date the test was repeated.

In case of a negative assessment at after the third test, the test leader shall determine further steps and the "possibility" of another test date.

Article 47

In cases when one handler has two dogs, but only one dog meets the requirements, that team is certified as a handler and single dog team.

c) Decision to cancel issued assessment

Article 48

Inasmuch as supervisors and/or inspectors from CROMAC while performing professional supervision/monitoring or CROMAC staff during internal control determine gross irregularities in the work of handler and dog under field conditions and point out elements that confirm those irregularities, CROMAC reports this to the accredited institution/center that must examine the newly arisen elements and pass a decision to cancel the valid assessment and propose testing of the handler and dog be repeated within seven (7) days of the issuing of the decision on canceling the said assessment.

Article 49

Inasmuch as CROMAC, during an announced work area control, determines the authorized legal entity for demining activities is not keeping daily, weekly and/or monthly records on the fitness and work training, CROMAC may pass a decision to temporarily stop using the services of the team and demand the application of certain measures.

Article 50

Inasmuch as final supervision turns up mines and/or ERW, but the surface was searched by dogs, teams will be prohibited to continue work and a writ will be issued canceling the valid assessment with a requirement for extraordinary retesting in the timeframe requested by the test client.

d) Test polygon

Article 51

Three different areas are used for complete testing inside of one polygon for testing handlers and mine detection dogs:

- Area for obedience exercise testing
- Area for training and warming up prior to testing in "minefields"
- Area of test "minefields"

Area for obedience exercise testing

Article 52

The basic characteristic of this area is that it is prepared according to the requests and activities of obedience exercises, which is, in principle, a flat area with low and kempt vegetation, far enough from facilities and factors that would influence the concentration of handler and dog, as well as being distanced from the rest of the test fields in the polygon.

Area for training and warming up prior to testing in minefields

Article 53

Within the framework of a complete polygon there is also an area for training and warming up prior to testing in "minefields" with a lower number of various planted mines.

Area of test "minefields"

Article 54

The area of test "minefields" is determined as per the UN regulations and standards for setting up test polygons (IMAS-INTERNATIONAL MINE ACTION STANDARD). It is formed in areas with a configuration, surface makeup and vegetation similar to real conditions of work areas in the Republic of Croatia.

The area must be fenced in and totally isolated from any outside influences, supervised or technically protected.

Test fields have planted mines and ERW registered on the territory of the Republic of Croatia and the region, while the number, layout, types and depth are such that all teams have the same conditions.

Article 55

All data is recorded in a geodesic study of the test polygon.

Data is secret and accessible only to the test leader, i.e. the accredited institution/center.

8. FORMS

Article 56

An integral part of these Regulations are the prescribed

forms, which are as follows:

1. Form: TVP-0– for handlers and dogs that have previously been tested
2. Form: TVP-1 includes information on weather conditions and the state of the polygon
3. Form: TVP-2 includes information on field control and the control of delivered data
4. Form: TVP-3 includes a point list for assessing obedience exercises and work in test fields
5. Form: TVP-4A includes a test field diagram, record and coordinate indication, indication assessment
6. Form: TVP-4B is for a descriptive assessment of work on each individual field
7. Form: UVP-1 is a survey for the test client registering a handler-dog team for testing for the first time.

Article 57

The test client covers all costs for testing a handler and dog used for humanitarian demining activities.

The price of testing is determined by an accredited institution/center for testing.

Article 58

CROMAC shall issue an assessment for the conditions and possibilities of using a handler-dog team to the test client upon established compatibility and usability by the accredited institution/center.

Article 60

These Regulations shall come to force on the eighth (8) day after publication in the National Gazette

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Sisak, May 16, 2007.

Director
Oto Jungwirth

TEST CLIENT	Form TVP-O
Date of request	
Proposed test date	

#	HANDLER		DOG		Date until when authorized to work since last test
	Name and surname	Identification document	Name	Chip/tattoo number	

Responsible Person

Signature of Responsible Person

TEST CLIENT		
Handler		Form TVP-1
Dog	Identification mark	

Date		Test location	
Time		Polygon	
Weather conditions and state of polygon			

Handler

Test Leader

Mine Detection Capability Assessment of Handler and Dog

TEST RECORD		Form TVP-2	
Test client			
Name and surname of handler			
Personal identification card number, location and date of issue			
Passport number, location and date of issue (for foreign citizens)			
Authority number of deminer or auxiliary worker			
Name of dog		Age	
Breed		Color and special features	
Gender		Chip/tattoo number	
		Satisfies	
Verification of education level – theoretic questions on test program		YES	NO
Verification of health of dog based on health file, health booklet		YES	NO
Vaccinated		YES	NO
General clinical checkup		YES	NO
Assessment of body, corpulence and fitness of dog		YES	NO
Assessment of character of dog – behavior toward handler strangers, as well as other dogs		YES	NO

Handler

Test Leader

Mine Detection Capability Assessment of Handler and Dog

TEST RECORD		Form TVP-3	
#	DESCRIPTION OF ACTIVITIES AND PROCEDURES	PRESCRIBED NUMBER OF POINTS	ASSESSMENT - NUMBER OF POINTS
OBEDIENCE EXERCISES			
1.	Walking by leg with leash	0-3	
2.	Walking by leg without leash	0-3	
3.	Stopping movement	0-3	
4.	Recall of dog	0-3	
5.	Moving in front of handler	0-5	
6.	Reprive of dog	0-3	
WORK IN TEST "MINEFIELD"			
7.	Systematic detection assessment as per education method	0-10	
8.	Handler control over dog	0-10	
9.	Dependability of dog in mine detection	0-10	
10.	Dependability of handler to interpret dog's detection	0-10	
11.	Distance of indication from the mine	0-5	
12.	Assessment of number of wrong indications	0-5	
13.	Detection motivation	0-10	
14.	Detection concentration	0-10	
15.	Work and fitness readiness of dog	0-10	
OVERALL QUALITY OF WORK AND BEHAVIOR OF HANDLER-DOG TEAM -			Total points
TOTAL NUMBER OF PRESCRIBED POINTS: 100			

Handler

Test Leader

Record of Test Results for Handler and Dog for mine detection in Test Minefields on:
 (date) _____ Form TVP-4A

Test Client	
Name and surname of handler	
Name of dog	
Identification mark	

Field #	Start		Field #	Start		Field #	Start		Field #	Start	
	Finish			Finish			Finish			Finish	

Field #					Legend: - Mine; buried mine X-Indication o- Wrong indication...
Total detection time					
# of finds					
# of mistakes					
# of wrong indications					
Motivation of dog					
Concentration of dog					
Behavior of guide					
Obedience of dog					

Handler

Test Leader

		Form TVP-4B	
Test client			
Polygon			
Date			
Name of handler			
Name of dog		Identification mark	
Descriptive assessment for each field.			
Field #			
Field #			
Field #			
Field #			
Reserve field #			
COMMENT AND OPINION OF HANDLER IN CASE OF DISAGREEMENT WITH ASSESSMENT			

Handler

Test Leader

SURVEY FOR HANDLER AND DOG	Form UVP-1
	1/2

Note: Form UVP-1 is filled in by the authorized legal entity for performing demining activities if this is the first time a handler and dog are being registered for testing at CROMAC

GENERAL INFORMATION ON HANDLER	
Surname and (name of father) name	
Deminer authority, number and location of issue	
Auxiliary worker, number and location of issue	
Identification document, number and location of issue	For Croatian citizens
	For foreign citizens
COMPLETED EDUCATION LEVEL OF HANDLER	
Certificate of education of handler, institution, date location of issue	

INFORMATION ON DOG			
Name		Age	
Breed		Color and special markings	
Gender		Chip/tattoo number	
Heritage			

Country of origin	
Date of arrival in Croatia	

How long have the handler and dog been working on demining?

SURVEY FOR HANDLER AND DOG	Form UVP-1
	2/2

Note: Form UVP-1 is filled in by the authorized legal entity for performing demining activities if this is the first time a handler and dog are being registered for testing at CROMAC

LEVEL OF EDUCATION OF DOG	
Has the dog completed education for performing pyrotechnical examinations in demining, where and when?	
Does the dog have a certificate from a recognized school or any other certificate of education (write name of school, date and location of issue of certificate)?	
Do you know how to test dogs in minefields?	
NOTE	
LOCATION, DATE SIGNATURE, STAMP OF AUTHORIZED LEGAL ENTITY FOR PERFORMING DEMINING ACTIVITIES	