



Queensland Feline Association Inc.

PROBATIONARY STEWARD/RING CLERK ASSESSMENT REPORT

To the Judge or Show Secretary concerned: Please complete & place this report in the envelope provided **(Candidate to supply form and envelope labelled with their Training Supervisor's name)**, seal and hand to their training supervisor if present at show or to the QFA Inc. Show Manager on completion. This form is **NOT** to be returned to the Steward/Ring Clerk.

NAME OF STEWARD/RING CLERK: _____

SHOW: _____ DATE: _____

Assignment No: _____

Ring Clerk () Longhair () Shorthair () (Please indicate by placing **X** where appropriate)

1st () 2nd () 3rd () (Please indicate by placing **X** where appropriate)

WOULD YOU PLEASE COMMENT ON THE FOLLOWING

HOW WAS THE GENERAL BEHAVIOUR AND PERFORMANCE OF THE PROBATIONARY STEWARD?

WHAT GROUP DID THEY STEWARD IN? _____

DID THEY HANDLE THE CATS WELL? YES/NO

WERE THEY APPROPRIATELY DRESSED? YES/NO

WERE THEY TOO TALKATIVE? YES/NO

DID THEY PAY ATTENTION TO THE JOB? YES/NO

WERE THEY ACTING AS AN ONLY STEWARD OR A SECOND STEWARD? _____

DO YOU RATE THIS STEWARD'S EFFICIENCY AT (please circle one)

90% 80% 70% 60% 50% Lower

JUDGES COMMENTS (Please note any areas which could be improved)

Judges - Are asked to assess Probationary Stewards. The matters on which your assessment should be based include the Steward's punctuality and appearance, general efficiency and attention to the job, handling capabilities, care in securing cages, checking slips for errors, placing award cards and ribbons etc. Special note should be made, in the place provided for comments, of stewards who are inattentive, talkative, try to influence your decision or obstruct your access to the cages.

Show Secretaries – Are asked to assess Probationary Ring Clerks. The matters on which your assessment should be based include the ring clerk's punctuality and appearance, general efficiency and attention to the job, checking judging slips for errors, correct points are awarded. Special note should be made, in the place provided for comments, of ring clerks who are inattentive, talkative.

NAME OF JUDGE/SHOW SECRETARY (please print) _____

SIGNED: _____ DATE: _____

Show Manager: Please hand or forward all Steward/Ring Clerk Assessment Forms to the relevant **Training Supervisor**.