SABoerperd
TELERSGENOOTSKAP | BREEDERS SOCIETY
www.saboerperd.com

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DOKUMENT B2.1 *DOCUMENT*

Hierdie document vervat die administratiewe voorbereiding vir Dokument B2.2
The document outlines the administrative preparation for Document B2.2

KEURING: ADMINISTRASIE
INSPECTION: ADMINISTRATION

Vulaantekening tot Registrasie
Birth notification to Registration

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INLEIDING / *INTRODUCTION*

Die SA Boerperd is 'n eg Suid-Afrikaanse perderas. Volgens die Departement van Landbou, Bosbou & Visserye (DAFF), moet rekords van stoetdiere by 'n geaffilieerde registrerende owerheid bygehou word. SA Stamboek is die owerheid wat as tussenganger van die SA Boerperd Telersgenootskap en die wet op diereverbetering (Wet 62 van 1998) optree. Daarom is daar standaard prosedures wat met die die aantekening en registrasie van stoetdiere gepaard gaan. Hierdie handleiding is saamgestel om die nodige inligting te verskaf en te help met hierdie prosedures.

The SA Boerperd is a pure South African horse breed. According to the Department of Agriculture, Forestry and Fisheries (DAFF), records of registered stud animals must be kept by a registering authority. SA Studbook is the affiliated authority that acts as the intermediary between the SA Boerperd and the Act of livestock improvement (Act 62 of 1998). Therefore the standard procedures go hand in hand with the recording and registration of stud animals. This manual is compiled to assist you with these procedures.

1. SA STAMBOEK AS REGISTERENDE OWERHEID | *SA STUDBOOK AS REGISTERING AUTHORITY*

1.1 Die Raad sal toesien dat daar namens elke teler deur 'n amptelike registrerende owerheid, rekord gehou word van alle geboortes van vullens (hetsy lewend- of doodgebore), waarvan die kantoor behoorlik in kennis gestel is.
The Board will oversee that an official registration authority will keep record, on behalf of each breeder, of all births of foals (living or deceased), of which the office has been notified appropriately.

1.2 Die aantekening of registrasie van alle diere word op aanbeveling van die Genootskap deur SA Stamboek gedoen. Indien die elektroniese opsie van rekordhouding nie aan lede beskikbaar is nie, moet inligting t.o.v. verkope, vrektes, kastrasies, sterilisasies, ens., skriftelik aan die kantoor deurgegee word. Dit is die teler se verantwoordelikheid om te sorg dat rekords korrek en op datum bly.
The birth notification for all animals, take place on recommendation from the Society by SA Studbook. Should the electronic option regarding the keeping of records not be available to breeders, notifications regarding sales, deaths, castrations, sterilisations, etc., must be submitted to the office in writing. It is the breeder's responsibility to make sure that records are correct, and updated.

2. ALGEMENE INLIGTING | GENERAL INFORMATION

2.1 Voorvoegsel en Kenmerkletter | *Prefix and brand identification*

(Verw. Dokument A2: Registrasie | *Ref. Document A2: Registration*

Slegs geregistreerde telers kan:
Only registered breeders can:

2.1.1 'n voorvoegsel as stoetteler registreer;
register a prefix as stud breeder;

2.1.2 'n vul aanteken;
send in a birth notification;

2.1.3 'n erkende kenmerk-letter (kuddebrand) op die linkerboud gebruik – dis is opsioneel;
use an approved stud brand identification on the left thigh - it is optional

2.1.4 Wanneer identifikasiemerke (2.1.3) eenmaal aangebring is, selfs al is dit foutief, vaag, defektief of onleesbaar, mag dit onder geen omstandighede reggemaak, verbeter, verander of gewysig word nie, tensy die Raad vooraf skriftelik daarvoor toestemming gee.

Once an identification mark (2.1.3) has been administered as mistake, not clearly, vaguely or unreadable, it may under no circumstances be corrected, improved, changed or edited without prior written application and approval from the Board.

2.1.5 Wanneer die identifikasiemerk vaag of onleesbaar word, mag die eienaar van die dier die Kantoor skriftelik daarvan in kennis stel en versoek dat die dier weer gebrand word in die teenwoordigheid van 'n keurder wat deur die Raad aangestel is. Sodanige keuder sal die identiteit van die dier verifieer deur hare te trek, en daarna brand.
When an identification mark becomes vague or unreadable, the owner of the animal may apply to the office in writing to request that the animal be re-branded in the presence of an inspector as appointed by the Board. Such inspector will verify the identity of the animal by submitting hair first.

2.2 Eienaarskap| Ownership

2.2.1 EIENAARSKAP | OWNERSHIP

a) Die eienaar van 'n perd word geag as die persoon wat as eienaar op die registrasiesertifikaat verskyn.
The owner of the horse is deemed to be the person that appears as owner on the registration certificate.

b) Die persoon aan wie 'n merrie behoort wanneer sy geboorte gee, word as eienaar gesien.
The person to whom the mare belongs at the time of giving birth, is deemed the owner of the horse.

c) 'n Vul kry by geboorte die voorvoegsel van die stoet-eienaar van die merrie. Die voorvoegsel kan nie verander word nie.
At birth, the foal has the prefix of the stud owner of the mare. The prefix may never be changed.

2.2.2 DRAGTIGHEIDSPERIODE | *PERIOD OF PREGNANCY:*

Algemene minimum : 340 dae
General minimum : 340 days

Algemene maksimum : 360 dae
General maximum : 360 days

Minimum tussen 2 agtereenlopende vullens : 315 dae.
Minimum between 2 consecutive pregnancies : 315 days.

Geen dragtigheidsperiode buite hierdie tydsbestek sal sonder spesiale goedkeuring van die Raad erken word nie, tensy ouerskap deur 'n DNS toets bevestig word. Alle vul-aantekenings sal HANGEND (*PENDING)* en dus onafgehandel bly tot al onderstaande dokumentasie (3, 3.1 – 3.7)volledig voltooi is.

No pregnancy period other than indicated in the above time frames will be approved without special assessment from the Board, accept if parentage can be verified by DNA testing. All birth notifications will be PENDING until all the documentation(3: 3.1 – 3.7 below are completed in full:

3. GEBOORTEKENNISGEWINGS | *BIRTH NOTIFICATIONS*

Om 'n vul as volledig aangeteken op die logix platform te sien, is 'n volledige geboortekennisgewing nodig. Indien alle dokumentasie **nie korrek is nie**, sal die vul se status as "HANGEND" vertoon. Indien alle inligting op datum is, bly die vul aangeteken en slegs nadat die vul keuring na ±24 maande geslaag het, verander die status na "geregistreer".

To see a birth notification on the logix platform, all the aspects of the notification is necessary. If all the documentation are not correct, the status of the foal will be "PENDING". If all the documentation are in order, the foal's status is notified. This can only be changed to "registered" after the foal has passed the inspection ±24 months later.

'n Volledige geboortekennisgewing sluit die volgende in:
The Complete birth notification includes the following:

i. Elektroniese of skriftelike (vulboek of e-pos) geboortekennisgewing (Verw.3.3.1);
An electronic of written (foal book or e-mail) notification of birth (Ref, 3.3.1);
ii. Voltooide ID diagram (Verw.3.3.2);
Fully completed ID diagram; (Ref. 3.3.2)
iii. Haarmonster (Verw. 3.3.3);
Hair sample (Ref. 3.3.3);
iv. Mikroskyfie-nommer (Verw. 3.3.4);
Microchip number (Ref. 3.3.4);
v. CEM sertifikaat waarvan die tyd nog geldig is (Verw. 3.3.5);
CEM certificate of which the date is still valid (Ref. 3.3.5);
vi. Dekkingsertifikaat (waar nodig)(Verw. 3.3.6);
Covering certificate (if applicable)(Ref. 3.3.6);
vii. Leenoordragsertifikaat (waar nodig) (Verw. 3.3.7).
Loan transfer certificate (if applicable)(Ref. 3.3.7).

3.1 GEBOORTEKENNISGEWING: Elektroniese of skriftelike geboortekennisgewing
BIRTH NOTIFICATION: Electronic or written or electronic birth notification

Hieronder word punte i tot vii in detail bespreek.
Items i tot vii are described below.

3.1.1 Volledige elektroniese, vulboek of e-pos geboorte-kennisgewings moet na geboorte, volledig ingevul en binne 8 maande (240 dae) aan die Kantoor gestuur word. Elektroniese aantekening is verkieslik. Addisionele heffings sal vir e-pos of vulboek geboortekennisgewings gehef word.
Ekstra heffings is terugwerkend van toepassing op laat aantekenings.

Die aantekening sluit die volgende in:
a) Voorvoegsel en Naam van die vul;
b) Dag van geboorte;
c) Geslag;
d) Voorvoegsel, naam en rekenaarnommers van vaar* en moer**.

* Vaar: indien die vaar nie aan die teler behoort tydens geboortekennisgewing nie, moet 'n deksertifikaat deur die eienaar van die vaar ingevul word (Verw. 2.6).
** Indien die moer nie aan die teler behoort tydens die geboortekennisgewing nie, moet 'n leenoordragooreenkoms vir die merrie ingevul word (Verw. 2.7)

Electronic, foal book or e-mail birth notifications must be completed and sent to the office within 8 months (240 day) after the birth of the foal. Electronic notifications are preferred. For e-mail or foal book notifications, additional fees are applicable. Additional fees are also applicable to late notifications.

The notification includes the following:

a) *Prefix and name of the foal;*
b) *Date of birth;*
c) *Gender.*
d) *Prefix, names and computer numbers of dam* and sire*.*
   * *Sire: if the sire of the foal that appears on the birth notification does not belong to the breeder who is doing the birth notification, a covering certificate must be completed by the owner of the sire. (Ref. 2.6)*
   ** *Dam: if the dam of the foal to be recorded does not belong to the breeder, a loan transfer certificate must be completed by the owner of the dam (Ref. 2.7)*

3.1.2 Die eienaar van 'n perd / vul word geag as die persoon wat as eienaar op die registrasiesertifikaat verskyn.
The owner of a horse / foal is deemed to be the person that appears as owner on the registration certificate;

2.1.3 Indien die naam van 'n dier eers aangeteken of geregistreer is, kan die dit nie daarna weer gewysig of verander word nie, tensy:
a) Daar 'n ooglopende fout ingetree het;
b) Dit teen die wet is;
c) Dit teen sosiale norme indruis, in welke geval die naam sodanig verander sal word om die fout reg te stel.

Once the name of an animal that is recorded (with a birth notification) or registered, it cannot thereafter be changed, except if:

a) *an obvious mistake is clear;*
b) *it is against the law;*
c) *it is against social norms, in which case the name will be changed in such a way as deemed necessary to correct the mistake.*

3.1.4 In die geval van veelvoudige geboortes moet die teler benewens die gegewens wat gewoonlik verlang word, ook op die elektroniese of ingevulde geboortekennisgewing van elke vul die naam en geslag van die ander (tweeling) vul, aandui.
In the case of multiple births, the breeder must complete the birth notification form as customary for each foal. The name and gender of the twin must also be indicated on each foal's birth notification.

3.2 GEBOORTEKENNISGEWING: Volledig ingevulde ID diagram
BIRTH NOTIFICATION: Fully completed ID diagram

(Verw. Dokument B3.2 | Ref. Document B3.2)

Indien die diagram nie elektronies voltooi is nie, moet dit skriftelik saam met die haarmonsters na die kantoor gestuur word. Die volledig ingevulde ID diagram sluit die volgende in:
If the ID diagram is not completed electronically, it must be sent in with the printed copy of the birth notification. The ID diagram consists of the following:

3.2.1 Kleurmerke op die diagram gemerk, sowel as in woorde beskryf;
Colour markings indicated on the diagram, as well as described in words;

3.1.2 Aanduiding van kroontjies met 'n X.
Indication of whorls with an X.

3.3 GEBOORTEKENNISGEWING: Haarmonster & verifiëring van ouerskap
BIRTH REGISTRATION: Hair sample and verification of parentage

2.3.1 'n Haarmonster word van die stert- of maanhare getrek om DNS vas te stel en ouerskap te bevestig.
a) 'n Minimum van 19 hare is nodig;

b) Die hare moet met haarwortels getrek word;
c) Hare word in ‘n papierkoevert geplaas en geseël met die eienaar se handtekening en die mikroskyfie se plakker.

Indien u verkies om die haarmonster direk na Unistel te stuur, moet u die kantoor daarvan in kennis stel.

A hair sample must be plucked from the mane or tail to verify DNA and parentage.
a) A minimum of 19 hair strands are necessary;
b) Hair must be plucked with the follicles intact.
c) Hair is placed in a paper envelope, sealed with microchip sticker, as well as the signature of the owner.

Should an owner choose to send the hair samples directly to Unistel, the office must be notified.

2.3.2 Die aanvanklike koste verbonde aan sodanige DNS verifikasie van ouerskap word deur die SA Boerperd Telersgenootskap aan eienaars gefaktureer. Indien toetse toon dat ouerskap nie geverifieer is nie, berus die onus op die eienaar om die saak verder te voer deur direk met die Laboratorium te skakel om ouerskap verder te ondersoek.

The initial costs for DNA verification of parentage, will be invoiced by the SA Boerperd Breeders' Society. Should the tests indicate that parentage cannot be verified, it is the responsibility of the owner to pursue the matter directly with the laboratory.

3.4 GEBOORTEKENNISGEWING: Mikroskyfie identifikasie
BIRTH NOTIFICATION: Microchip identification

3.4.1 Alle vullens wat vanaf 2021 gebore is, moet identifiseerbaar wees met ‘n mikroskyfie.
As from 2021, it is compulsory that all foals be identifiable with a microchip.

3.4.2 Die mikroskyfienommer moet reeds met geboortekennisgewing op rekord geplaas word.
The microchip number must be placed on record with the birth notification.

3.4.3 Indien dit by keuring blyk dat die mikroskyfie migreer het, sal ‘n nuwe skyfie ingeplant word. Hare sal weer getrek word om die DNS te verifieer en die ouerskap en identiteit van die perd aan die nuwe skyfienommer te koppel.
If the microchip has migrated at the time of inspection, a new chip will be implanted.
Hair will send in again to identify the horse and verify parentage, before the horse can be branded.

3.5 GEBOORTEKENNISGEWING: CEM (Contageous Equine Metritis)
BIRTH NOTIFICATION: CEM (Contageous Equine Metritis)

3.5.1 Voor ‘n hings gebruik word vir dekking, moet daar seker gemaak word dat die hings se CEM sertifikaat nog op datum is. Indien nie, moet die toets deur ‘n veearts gedoen word en die sertifikaat aan die kantoor besorg word.
Before a stallion is used for breeding, the owner must make sure that the stallion's CEM certificate is still updated. If not, he must be tested by a vet, and the certificate must be sent to the office.

3.5.2 Daar word tans verwag dat hingste elke 5 jaar deur ‘n veearts getoets moet word.
It is currently required that stallions be tested by a vet at 5 year intervals..

3.5.3 CEM toetse van hingste wie se saad vir KI gebruik word, moet ook op datum wees.
CEM test of stallions of which seed is used for AI, must also be updated.

3.6 GEBOORTEKENNISGEWING: Deksertifikaat (Hings)
BIRTH NOTIFICATION: Covering certificate (Stallion)

2.6.1 Die persoon aan wie ’n merrie behoort wanneer sy geboorte gee, word as eienaar gesien.
The person to whom the mare belongs at the time of giving birth, is deemed the owner of the horse.

2.6.2 Indien die hings wat bg. merrie gedek het nie aan dieselfde eienaar as die merrie behoort nie, moet ‘n deksertifikaat van die eienaar van die hings verkry word. Dit bevestig dat die merrie met die toestemming van die eienaar van die hings gedek is.
If the stallion that covered above mentioned mare does not belong to the owner of the mare, a covering certificate must be obtained form the owner of the stallion. This document certifies that the stallion has been with the mare with the consent of the owner.

2.6.3 Die deksertifkaat kan eletronies op logix deur die eienaar van die hings gedoen word.
The covering certificate can be done electronically by the stud owner.

2.6.4 Dit is die eienaar van die vul se plig om seker te maak die dokumentasie is in plek.
It is the responsibility of the owner of the foal to make sure all documentation are in place.

3.7 GEBOORTEKENNISGEWING: Leenoordrag-sertifikaat (merrie)
BIRTH NOTIFICATION: Loan transfer agreement (mare)

3.7.1 Indien ‘n merrie van ‘n stoet aan ‘n ander stoet “geleen” is, moet die merrie wanneer sy vul op die “leen-eienaar” se naam wees. ‘n Leenoordrag ooreenkoms moet hiervoor gedoen word.
Should a mare be “loaned” to another stud for breeding purposes, the mare must belong to the loan-stud before the foal is born.

3.7.2 Wanneer die moer nie aan ‘n teler behoort nie, moet ’n dekkings- of leensertifikaat deur die eienaar van sodanige dier ingevul, onderteken en ingehandig word. Hierdie belangrike dokumente moet ook die geboorte kennisgewing van die vul vergesel. Dit kan ook elektronies op www.logix.org.za deur die eienaar van sodanige perd gedoen word. In gevalle waar ’n hings meer as een eienaar het, moet die dekkingsertifikaat deur minstens een van die eienaars onderteken word.
Should the dam or sire of the foal not belong to the breeder, a covering certificate, or a loan transfer certificate that is completed by the owner of the animal, must be filled out, signed and handed in. These important documents must accompany the birth notification. It can also be done electronically by the owner of such horse on www.logix.org.za. In instances where a stallion has more than one owner, the Covering Certificate must be undersigned by at least one of the owners.

4. VERANDERING VAN EIENAARSKAP | *CHANGE OF OWNERSHIP*

4.1 Tipes oordragte | Types of transfers
Oordrag van die volgende diere vind teen ’n heffing, soos van tyd tot tyd deur die Raad bepaal, plaas:
Transfers of the following animals will be done at a fee, as determined by the Board, from time to time:

a) Oordrag van ongekeurde diere;
Transfer of animals that have not been selected yet;
b) Oordrag van geregistreerde (gekeurde) diere;
Transfer of registered (branded) animals;
c) Oordrag van embrio ontvanger.
Transfer of embryo receiver.

4.2 Vullens wat verkoop is voor keuring | *Foals that are sold before inspection*
4.1.1 In gevalle waar vullens na geboortekennisgewing verkoop of vervreem word, moet die eienaarskap en kuddelys binne 30 dae opgedateer te word.

In cases where foals that are eligible for birth notification are sold or estranged, ownership of the animal must be changed within 30 days on the stud list.

4.2.2 Die kuddelys kan elektronies opgedateer word. ’n Skriftelike versoek kan ook aan die kantoor gerig word. Die inligting moet die volgende insluit:
a) Datum van verkoop of vervreemding;
b) Volle naam en adres van koper;
c) Kontakbesonderhede van koper.
The stud list can be updated electronically or a written notification can be send to the office.
a) Date of sale of estrangement;
b) Full name and address of buyer;
c) Contact details of the buyer.

4.3 Vullens wat nog suip | *Unweaned foals*

Die bepaling van Item 4.1.4 is ook van toepassing op vullens wat nog suip en saam met hul moeders verkoop of vervreem word, altyd inaggenome dat vullens wat so verkoop word se geboortekennisgewings deur die teler gedoen is. (Grondwet 2017: 6(c)). Die vul sal die voorvoegsel van die teler hê.
The stipulation of Item 4.1.1 is applicable to unweaned foals that are sold with the lactating dam, or estranged from the dam, taking note that for the foals sold in this way, the birth notification for the foal must have been done by the breeder (Constitution 2017: 6(c)). The foal will have the prefix of the breeder.

4.4 Terme en Voorwaardes vir oordragte | Terms and conditions for transfers

4.4.1 Alle aspekte soos van die geboortekennisgewing moet op datum wees.
All terms of the birth notification must be met.

4.4.2 Geen dier se eienaarskap sal oorgedra word indien die dier se DNS nie verifieerbaar is nie. Vanaf 2021 se vullens is ‘n mikroskyfie verpligtend.
No animal’s ownership will be transferred if DNA cannot be not verified. It is compulsory for foals born from 2021.

4.4.3 Wanneer ’n hings oorgedra word aan gesamentlike eienaars, moet die volle naam en adres van elke mede-eienaar op rekord wees by die Genootskap, sowel as SA Stamboek.
When a stallion is transferred to joint owners, the full names and addresses of all owners must by on record at the SA Boerperd Breeders’ Society as well as at SA Studbook.

4.4.4 Sodanige aansoek om oordrag moet binne 30 dae na die oordragdatum van die betrokke dier aan die kantoor ge-e-pos of oorhandig word.
Such application for transferral, must be e-mailed or delivered to the office within 30 days of the date of transfer.

4.4.5 Aansoek om sodanige oordrag wat meer as 90 dae na die oordragdatum deur die kantoor ontvang word, sal deur die Raad oorweeg word. Addisionele heffings is van toepassing.
An application of such transferral that exceeds 90 days from the date of transfer as received by the office, will be considered by the Board. Additional costs are applicable.

4.4.7 Alle besonderhede van ’n dier moet elektronies korrek en op datum wees voor oordrag kan plaasvind.
All particulars of the animal must be electronically correct and updated before the transfer can be done.

4.4.8 Die oordragdatum word gereken as die datum waarop die dier die besit van die verkoper verlaat.
The date of transfer is deemed the date on which the animal’s ownership is the animal leaves the seller.

4.4.9 Indien dragtige merries verkoop word, moet die verkoper ’n dekking- of insemineringsertifikaat (waar van toepassing) aan die koper voorsien. Die dekkingsertifikaat moet die registrasienommers van die betrokke hings en merrie, sowel as die dekkingsdatum insluit.

Should pregnant mares be sold, the seller must provide a covering- or insemination certificate (as applicable), to the buyer. The covering certificate must include the registration numbers of the relevant stallion and mare, as well as the date of covering.

4.4.10 Uitsonderings t.o.v. bg. prosedure kan in die volgende gevalle deur die Raad gemaak word:
Exceptions with regard to the above procedures, can be made by the Board:

i. die eienaar /teler/verkoper weier om die nodige dokumentasie te voorsien;
the owner / breeder / seller refuses to provide the necessary documentation;

ii. die eienaar/teler/verkoper is nie bereid om sodanige gelde soos deur die Raad bepaal, te betaal nie, maar die koper wel. Boetes is van toepassing.
The owner / breeder / seller is not willing to pay such fees as determined by the Board; however, the buyer is. Penalties are applicable.

iii. Indien daar'n versoek gerig word dat'n perd (wat nog nie voorheen aangeteken is nie), voor keuring gebring word, moet die perd aan alle registrasie en identifikasievereistes vir aantekening en keuring voldoen.
Should a request be made that a horse (not recorded before) be inspected, the admin of such horse must adhere to all the registration and identification requirements as for the birth notification.

4.4.11 In gevalle van oordrag tussen eggenotes of van ouer na kind of van kind na ouer (insluitend aangetroude en kleinkinders), ongeag die feit of dit deur verkoop, geskenk of as nalating geskied, sal slegs die helfte van die oordragfooie betaalbaar wees.
In cases where change of ownership between marriage partners, or from parents to children, or from children to parents (including family related by marriage and grandchildren), notwithstanding whether through selling, gift or inheritance, only half of the transfer cost will be payable.

5. DEREGISTRASIE | *DEREGISTRATION*

5.1 Diere kan slegs deregistreer word m.b.v. met die elektroniese stelsel of per e-pos kennisgewing. Redes daarvoor kan die volgende insluit:
Animals can only be deregistered electronically, or by sending an e-mail to the office. Reasons can include the following:

5.1.1 Perd word nie gekeur nie; | *Horse does not pass inspection;*
5.1.2 Perd vrek; | *Horse dies;*
5.1.3 Perd is vervreem. | *Horse is estranged.*
5.1.4 Perd is verkoop | Horse is sold.

6. PER KAPITA | *PER CAPITA*

Daar word jaarliks 'n fooi vir elke geregistreerde perd in 'n stoet betaal. Dit is die teler se verantwoordelikheid om die lys op datum te hou. Dit kan dit elektronies op LOGIX, of deur skriftelike kennisgewing deur die kantoor gedoen word.
An annual fee is for all registered horses is payable. It is the responsibility of the stud owner to keep it updated. It can be done electronically, or with the assistance from the office.

7. PASPOORTE | *PASSPORTS*

'n Aansoekvorm wat 'n ID diagram insluit, moet deur 'n veearts gestempel en geteken word. Die paspoort is wat deur SA Stamboek uitgereik word, is voldoende vir die beweging van perde, maar word nie deur die SAEF vir kompetisie doeleindes aanvaar nie.
An application form that includes the ID diagram, must be filled in, signed and stamped by a vet. The passport issued by SA Studbook is only applicable to the movement of horses, but it is not accepted by die SAEF for competition purposes.