

Ryeland Flock Book Society Members Rules

Council has the absolute discretion to rule on the interpretation of any of the Society rules.

1 Membership

The Council shall have the right in its absolute discretion to approve or reject applications for membership: All applications for membership will be considered for Council by the Chairman, Vice Chairman and Deputy Vice Chairman.

New members joining the Society and that pay the appropriate fees with less than 4 months remaining in the first year of membership will not have to renew their subscription until January 1st following the anniversary of their membership. Thereafter membership fees will be as per all other members.

1.1 Membership fees, subscriptions and benefits

Annual subscriptions shall be fixed by the Council and become payable on the 1st January each year. Any member failing to pay such subscription by the following 31st March will automatically cease to qualify for member's benefits. On the payment of all arrears of any subscription due from any defaulting member the member's benefits may only be reinstated at the discretion of the Council.

Any member failing to pay such subscription by the 1st January following will automatically cease to be a member of the Society.

1.2 Annual subscription

1.2.1 Flock Owning Member

Individuals who are aged 16 and over who have signed a membership application form and paid a registration fee and the annual subscription.

£30 reduced to £25 if payment made by Standing Order

Benefits:

- Full voting rights at the Society's General Meetings
- Can register sheep against one prefix
- Entitled to access and use on line flock book for one prefix
- Can be elected to serve on Council
- Receives flock book associated with one prefix
- Receives any other member services associated with one prefix only
- Receives newsletter
- Can enter registered sheep for sale at Society sales
- Enter sheep in the Society's shows and Sales
- Be considered for appointment to the Panel of Society Judges

1.2.2 Junior flock owning Member (under 16)

Junior membership shall be open to those under the age of 16 who are interested in furthering the work of the Society and who have signed a membership application form and paid the annual subscription. Junior members shall not be entitled to vote at Society meetings or be eligible for election to Council.

£25 reduced to £20 if payment made by Standing Order

Benefits:

- Can register sheep against one prefix
- Entitled to access and use on line flock book for one prefix
- Receives flock book associated with one prefix
- Receives any other member services associated with one prefix only
- Receives newsletter
- Can enter registered sheep for sale at Society sales

1.2.3 Family membership

£40 reduced to £35 if payment made by Standing Order

Benefits:

- Limited to immediate family being respective spouse or legal partner together with children/dependants under age of 18years.
- Full voting rights at the Society's General Meetings (two per family)

- Can register sheep against one family prefix
- Entitled to access and to use on line flock book for one prefix
- Can be elected to serve on Council (one per family over the age of 16)
- Receives flock book associated with one prefix (one per family)
- Receives any other member services associated with one prefix only
- Receives newsletter(one per family)
- Can enter sheep for sale at Society sales
- Be considered for appointment to the Panel of Society Judges (all over the age of 16)

1.2.4 Farming or other partnerships,

Farming or other partnerships, consisting of persons who have signed a membership application form and paid a registration fee and the annual subscription. Such partnerships are entitled to 2 votes but only one representative may stand for election to Council. Where both members of a partnership wish to be active members of the Society this will be at a reduced rate set by the Council, such reduced rate to be less than that payable to two individual members, but greater than that payable by one individual member.

£50 reduced to £45 if payment made by Standing Order

Benefits:

- Full voting rights at the Society's General Meetings (two per partnership)
- Can register sheep against one partnership prefix
- Entitled to access and use on line flock book for one prefix
- Can be elected to serve on Council (one nominated member per partnership)
- Receives flock book associated with one prefix (one per partnership)
- Receives any other member services associated with one prefix only
- Receives newsletter(one per family)
- Can enter sheep for sale at Society sales
- Be considered for appointment to the Panel of Society Judges (all over the age of 16)

1.2.5 Non Flock Membership

Associate membership (non flock owning member) shall be open to those not keeping Ryeland sheep but who are interested in furthering the work of the Society and who have paid the annual subscription. Associate membership shall confer upon the member the same rights as full membership save that Associate members will not be entitled to enter sheep in the Society Shows and Sales, or register sheep.

£25 reduced to £20 if payment made by Standing Order

Benefits:

- Full voting rights at the Society's General Meetings
- Cannot register sheep
- Is not entitled to access and use on line flock book
- Can be elected to serve on Council
- Receives one flock book can choose either Ryeland or Coloured Ryeland Flock Book
- Receives newsletter
- Cannot enter sheep for sale at Society sales
- Be considered for appointment to the Panel of Society Judges

1.2.6 National or international organisations (non flock owning)

Other national or international organisations whether corporate or unincorporated which have paid a registration fee and the annual subscription. Such organisations shall nominate one representative who shall have the right to one vote on behalf of the organisation and may stand for election to Council.

£50 reduced to £45 if payment made by Standing Order

Benefits:

- Full voting rights at the Society's General Meetings for one person who must be nominated
- Can be elected to serve on Council one person who must be nominated
 - Receives both Ryeland and Coloured Ryeland flock books and newsletter
 - Are not entitled to access and use on line flock book

1.2.7 Friend of the Ryeland Flock Book Society

A social membership that shall be open to those not keeping Ryeland sheep but who are interested in the social functions of the Society and who have paid the annual subscription. Friends of the RFBS have no voting rights, may not register sheep, can not serve on the RFBS Council or on the Coloured Ryeland Committee, cannot enter sheep for RFBS sales and may not be considered for the RFBS judges panel.

Annual subscription to be £15 reduced to £10 if paid by standing order.

Benefits:

- Receives the newsletter
- Can participate in all RFBS social events

1.2.8 Honorary life members

Honorary life members may be appointed at the discretion of the Council. Honorary members shall be entitled to full membership rights including receipt of both Ryeland and Coloured Ryeland flock books and are not liable to pay membership fees but shall be liable to pay registration fees when registering sheep in the Society flock books.

1.2.9 Additional flock prefix

Members wishing to register sheep against an additional flock prefix or wishing to receive benefits associated with a second flock prefix will need to pay an annual £15 fee for each additional flock prefix thereafter, such fee to be paid annually with annual membership subscriptions. This is conditional on any additional flock prefix being in the same name as the first otherwise separate membership will be required. Once a member's prefix is recognised by the Society as that member's primary prefix then that prefix is fixed as the primary prefix for the purpose of membership renewals. Where members have registered additional prefixes to their primary prefix those members cannot alternate the designation of which prefix is recognised as being their primary prefix without prior approval of Council. Council has the absolute right to decline any such request at its discretion.

1.3 Flock Prefix ownership rules for flock owning members

For flock owning members the registration of sheep against the single flock prefix name and number with regard to which the member shall have sole rights of ownership. Prefix names and flock numbers shall be registered by the Society and allocated to a flock owning member who shall have exclusive use of the same. Save in respect to partnerships and national or international organisations whether corporate or unincorporated. The flock prefix registration is lifelong so that the flock prefix remains in the ownership of the breeder who first registers it, and will remain so even in the event that they discontinue or take a break from paying their annual subscription. The prefix shall remain the property of the family subsequent to the death of the breeder or as the breeder specifies in his/her will, and the Society shall be considerate of specific instruction in members wills. In the event that another breeder subsequently applies to register the same prefix Council shall at that time to decide on the relative merit of the application. The applicant will be required to submit a case to Council to support the application. Certain "cherished" prefixes or prefixes widely distributed in the breed bloodlines as determined by Council shall not be re-assigned until the passage of such time that they no longer appear on Pedigree certificates or whilst embryos or frozen semen bearing the flock prefix remain in storage". Breeders may, during their own lifetime, assign or sign over their prefix to another breeder only with specific permission from Council.

Flock owning members may register sheep against one or more additional flock prefix provided the appropriate fee as determined by Council is paid annually for each additional prefix with the member's subscription. This is conditional on any additional flock prefix being in the same name as the first otherwise separate membership will be required.

1.4 Flock Number

Save in respect to partnerships and national or international organisations whether corporate or unincorporated the flock number allocated to the flock owning member is lifelong and can remain in the family after the death of the breeder. The flock number cannot be transferred to, bequeathed to or re-assigned to a non family member under any circumstances.

2 Regulations for the Registration of rams and ewes in the Ryeland and Coloured Ryeland Flock books.

2.1 Registration Fees

Ram Registration £15

Ewe Registration £5

Late registrations may be accepted at the absolute discretion of Council in which case the fee will be double the normal fee.

Registration fees are set by Council.

Members wishing to register sheep in a supplementary register of the Ryeland or Coloured Ryeland Flock Book must pay an annual £5 fee for each supplement payable on first use of the supplementary register each year.

2.2 Registration of sheep against additional flock prefix

Members wishing to register sheep against an additional flock prefix or wishing to receive benefits associated with a second flock prefix will need to pay an annual £15 fee for each additional flock prefix thereafter, such fee to be paid annually with annual membership subscriptions. This is conditional on any additional flock prefix being in the same name as the first otherwise separate membership will be required.

2.3 Initial Prefix Registration £10

Different prefix (flock) names are required for Ryeland sheep and Coloured Ryeland sheep owned by the same owner or for any other flock owned by the same owner.

Prefix names and flock numbers will be recorded by the Society and allocated to a flock owning member who shall have exclusive use of the same, the flock prefix registration is lifelong.

2.4 Regulations for the Registration of Ryelands and Coloured Ryelands born to Ryeland Sheep

Clarifications:

- Only white fleeced sheep born to white fleeced Ryeland sheep previously registered in the Ryeland Flock Book may be considered for registration in the Ryeland Flock Book.
- Any coloured fleeced sheep born to Ryeland sheep previously registered in the Ryeland Flock Book may be considered for registration in the Coloured Supplementary Register of the Ryeland Flock Book.
- Any coloured fleeced sheep born to parents both having a coloured fleece and previously registered in the supplementary register of the Ryeland Flock Book may be considered for registration in the Coloured Ryeland Flock Book.
- Any sheep born as a result of a mixed mating of Ryeland sheep having a white fleece and a Coloured Ryeland sheep either previously registered in the supplementary register of the Ryeland Flock Book, Coloured Ryeland Flock Book or the Supplementary Register of the Coloured Ryeland Flock Book must be registered in the Supplementary Register of the Coloured Ryeland Flock Book – regardless of the fleece colour of the resulting progeny.
- The mating of Ryelands with Coloured Ryelands is not encouraged by the Society.

2.5 Regulations for the Registration of Coloured Ryelands in the Coloured Ryeland flock book

Clarifications:

- Only coloured fleeced sheep born to coloured fleeced Coloured Ryeland sheep previously registered in the Supplementary register of Ryeland Flock Book or the Coloured Ryeland flock book can be registered in the Coloured Ryeland Flock Book.
- Any sheep born to a mixed mating of Ryeland sheep and Coloured Ryeland sheep previously registered in the supplementary register of the Ryeland Flock book the Coloured Ryeland Flock Book or the Supplementary Register of the Coloured Ryeland Flock Book must be registered in the Coloured Supplementary Register of the Coloured Ryeland Flock Book – regardless of the fleece colour of the resulting progeny.
- The mating of Ryelands with Coloured Ryelands is not encouraged by the Society.

2.6 Registration Rules

2.6.1 Flock Books cover animals registered between November 1st each year and October 31st the following year.

2.6.2 The breeder of the sheep shall be the owner at the time of breeding and at all times the breeder shall be a paid up member of the Society and where the breeder wishes to register sheep under an additional flock prefix then the appropriate second prefix fee must have been paid at the time of breeding, when the lambs were born and at the time that registrations are submitted.

2.6.3 The owner / breeder shall be the applicant and may only register sheep under the flock name (prefix) issued by the Society.

2.6.4 Where a registered female is sold in lamb (pregnant) the owner / breeder shall supply details of the mating / sire on a special form available from the Society office. The new owner must submit this form with the standard form when applying for registration of the progeny.

2.6.5 No Ryeland or Coloured Ryeland sheep shall be offered for sale as pedigree unless registered with the Society and the certificate of pedigree is made available for handover at the point of sale.

2.6.6 All applications for registration must be submitted online via Pedeweb. All particulars required on the form must be given in full and duly certified by the breeder. The registrant must be the breeder of the sheep and a paid up member of the Society and have paid all other applicable fees. No entry will be accepted unless accompanied by the current registration fee however acceptance of the registration fee by the Society does not constitute a contract to register sheep.

2.6.7 Registrations of sheep can only be accepted on the understanding that the applicant agrees to the inspection of their flock if it is considered necessary by the Council, and that they agree to abide by the decision of the Council as to the eligibility of their animals for registration. The decision of the inspectors will be reported back to Council, the decision of Council shall be final. The inspection will be free of charge to the applicant.

2.6.8 No animal is eligible for registration unless it be:

2.6.8.1 The offspring of a Sire and Dam registered in the Flock Book, or

2.6.8.2 With specific written authority from council - the offspring of a ram or ewe registered in the Flock Book of another Country outside the UK and the Republic of Ireland with a 3 generation pedigree lodged at the Society Office.

2.6.8.3 With specific written authority from council - the donor of semen, eggs or embryo imported from another Country outside the UK and the Republic of Ireland and is compliant with 2.6.8.2 above

2.6.9 Registration of all qualifying lambs to be in the hands of the Secretary before October 31st in the year of birth to be recorded in that year's flock book. Registration is open to all qualifying sheep up to October 31st in the year following birth. Those registrations received after October 31st in the year of birth will be included in the next available Flock Book. Members are advised that registration applications submitted after 31st October may not be processed immediately as it is necessary to complete all registrations relating to the previous volume of the flock book before post deadline submissions can be dealt with.

2.6.10 Names of ram lambs for registration should be your flock (prefix) name followed by a name beginning with the relevant year letter.

Year letter for 2018: Y 2019: Z 2020: A 2021: B

2.6.11 Animals can be registered late i.e. after October 1st in the year after birth at the discretion of Council, payment to be double the normal payment for that animal including double payment of membership fees and second prefix fees if applicable. All such late registration applications must go before Council for consideration.

2.6.12 All Registered Animals must be tagged by the owner in accordance with current Defra for UK and National Sheep Identification System (NSIS) for Republic of Ireland regulations for "tagging of sheep" and also the Society identification requirements. The Society requires that tags must have the Society Flock (Prefix) Number together with the Year letter and individual number not necessarily together on the tag. The individual number can be the individual number as used to meet the Defra regulations for UK and National Sheep Identification System (NSIS) for Republic of Ireland. Male and female lambs must not be tagged with the same individual number.

- Any animal entered in the main section of the Ryeland Flock Book must have the Ryeland prefix number on the tag · Any animal entered in the Supplementary Ryeland Register must have the Ryeland prefix number on the tag preceded by "S" for supplementary.
- Any animal entered in the Coloured Ryeland Register must have the Coloured Ryeland prefix number on the tag followed by "C" for coloured.
- Any animal entered in the Supplementary Coloured Ryeland Register must have the Coloured Ryeland prefix number on the tag preceded by "S" for supplementary and followed by "C" for coloured.

2.6.13 The Council reserves the absolute right to decline any registration.

3 Rules for Sheep entered in Ryeland and Coloured Ryeland Classes at Shows

3.1 All adult sheep must be registered with the Ryeland Flock Book Society and correctly tagged.

3.2 All lambs must be eligible for registration and correctly tagged.

3.3 The Show Rules as laid down by the various Show Societies must be adhered to.

3.4 Lambs must be born on or after January 1st in the year of showing.

3.5 All adult sheep must not be shorn before January 1st in the year of showing.

3.6 Ryeland and Coloured Ryelands to be shown in separate classes unless in the absence of specific classes at a show are entered in any other native, lowland or rare breed class or go forward to the inter breed classes. Coloured Ryelands cannot be entered in Ryeland sheep classes or Ryelands in Coloured Ryeland classes.

3.7 Sheep entered at shows must be of suitable quality, presentation and meet the breed standards.

4 Sale of Ryeland and Coloured Ryeland Sheep

No sheep is eligible for sale as a Registered Ryeland or Coloured Ryeland unless it registered with the Society and is accompanied by a completed Pedigree Certificate signed by the breeder. All sheep registered from January 2006 will have Pedigree Certificates issued and endorsed by the Society.

5 Members Complaints Procedure Council of the Ryeland Flock Book Society is committed to listening to the views of members whether positive or negative and to deal with members complaints in the context of the Society and its activities. Most complaints will be dealt as quickly as practical in the first instance and should be resolved swiftly under stage 1.

5.1 Stage 1 A complaint should only be made in the context of the Societies activities and must always be formally submitted in writing addressed to the Chairman of Council through the Administrator. Complaints between members should wherever possible be addressed between members themselves at the time of the complaint arising. Only if satisfactory resolution cannot be achieved should the complaint be forwarded to the Society. The Chairman, under stage 1, will ensure that the matter is investigated as soon as possible. An initial response / acknowledgement to any complaint can be expected within 7 days of receipt of the complaint by the Chairman. At the same time that the initial response is provided and where the complaint is made against a member or members of the Society a copy of the complaint will be forwarded to those members disclosing the nature of the complaint, the identity of who has made the complaint together with an invitation of response from the member(s) that the complaint has been made against. This would be necessary to ensure a fair investigation. A considered response to the complaint should be received by all members involved within a further three weeks, with any remedy implemented with the minimum of delay. If the complaint is made against the Chairman, or if the Chairman is in absentia, the matter shall be dealt with by the Vice Chairman or, if the complaint is made against the Chairman and Vice Chairman the matter shall be dealt with by the Deputy Vice Chairman. If the complaint is made against the Chairman, Vice Chairman and Deputy Vice Chairman then the complaint will be considered by full Council at its next scheduled meeting who shall appoint a member of Council to investigate the complaint under stage 1 and this will delay the commencement of stage 1 until 3 days after the Council meeting.

The majority of complaints should be resolved by this process.

5.2 Stage 2 Complaints that remain unresolved after stage 1 will be referred to Council at the next scheduled meeting, the Administrator, Chairman, Vice Chairman and or Deputy Vice Chairman shall ensure that all correspondence relating to the complaint will be circulated to all members of Council at least 2 days prior to the Council meeting. In considering the complaint Council may dismiss the complaint in which case Council decision will be final. Council may issue a form of reprimand, request an apology, remove the member from the Society face book pages or implement some other form of resolution that does not involve the expulsion or suspension of the member(s) from the Society.

If council considers the complaint to be of serious nature with the potential of leading to the expulsion or suspension of the member(s) from the Society or suspension of member(s) benefits including the suspension of the member(s) right from entering sheep for sale at the Society shows and sales and taking part in other Society sponsored activities then Council will engage the Disciplinary Committee or at its discretion appoint an investigation committee, made up of a minimum of three members of council to undertake a review of the complaint and to report its findings and recommendations to council at the next scheduled meeting.

5.2.1 For complaints being investigated by the Disciplinary Committee that investigation will be conducted in accordance with **Disciplinary Committee Procedures.**

5.2.2 For complaints being investigated by an Investigatory Committee those appointed members of the Investigation Committee shall not have been directly involved with the case.

5.2.3 The terms of reference of the Investigatory Committee shall only be set by Council during a duly convened meeting of Council and may include but is not to be limited to:

- to investigate allegations regarding the conduct of members,
- to make findings of fact in relation thereto and to report such findings to the Council
- and if thought fit to make recommendations to the Council on what penalties should be imposed on the member or members concerned.

5.2.4 The investigation committee shall take evidence from the member(s) making the complaint and those member(s) which have had a complaint made against them as part of this process. Council, at its next scheduled meeting, shall consider the investigation committee report vote and implement any actions that may be required with the minimum of delay.

5.2.5 The member(s) who is / are the subject of such report shall be given copies of the report and reasonable notice (minimum of 10 days) of the Council meeting at which such report is to be considered and shall have the opportunity to submit a

written response but only for the purpose of making any plea in mitigation. The member shall not be entitled to attend the Council meeting during Council's discussions regarding the report received from the Investigatory Committee but will be afforded the opportunity to attend Council to present mitigation prior to Council discussion. Council shall not be bound, in any way, by the Investigatory Committee's recommendations on penalties but shall be required to give reasons to the Investigatory Committee, member(s) making the complaint and those member(s) which have had a complaint made against them for any different penalty which it decides to impose upon the member(s). Council may defer any decisions and appoint the Disciplinary Committee to further investigate the complaint in Accordance with the Disciplinary Committee Procedures. Council decision is final.

5.2.6 Once Council has arrived at a decision it will respond to member(s) making the complaint and those member(s) which have had a complaint made against them within 14 days. The member(s) making the complaint and those member(s) which have had a complaint made against them may be requested to attend a meeting of the investigation committee.

A written record of the complaint along with correspondence, reports and minutes of any meetings shall be held by the Administrator of the Society as part of the Society's records.

5.3 During any investigations the Society will attempt to maintain the confidentiality of the member(s) making the complaint and those member(s) which have had a complaint made against them to members of Council any witnesses and the Administrator and will inform those member(s) if their identity is likely to be disclosed generally.

5.4 In case any member of the Society, following a complaint investigation against him / her under stage 2 of the complaints procedure, shall be expelled from or suspended from the membership of the Society, or censured, written notice of such event shall forthwith be sent by the Administrator to such member by registered post at his/her last known address or place of business in the United Kingdom or the Republic of Ireland within 14 days of the Council meeting at which the decision to take out the disciplinary action was taken. The name and address of the member concerned, may, at the discretion of Council, also be published in the Society's journal and (in addition or alternatively) be communicated to every member of the Society by a private letter addressed to every member respectively. The Society by its Administrator, or other officer of the Society authorised by Council so to do, may also send a further notice of such event and the name and address of the member concerned with or without particulars of the alleged offence to such other Societies and sections of the public as the Council may determine shall be necessary in the best interest of the reputation of the Society.

5.5 Expenses will be in line with the Expenses Policy of the Society and will be on the same principles as applied to the disciplinary procedure.

6 Disciplinary Committee Procedures Only Council during a duly convened Council meeting shall appoint a Standing Disciplinary Committee (The Disciplinary Committee) composed of not less than three and not more than five members of the Society. Members of the Disciplinary Committee shall be appointed on an annual basis. One member shall be appointed as its Chairman and the quorum for any meeting shall be three. Members of the Council may not be allowed to be elected to the Disciplinary Committee

6.1 The terms of reference of the Disciplinary Committee shall only be set by Council during a duly convened meeting of Council and may include but is not to be limited to:

- to investigate allegations regarding the conduct of members,
- to make findings of fact in relation thereto and to report such findings to the Council
- and if thought fit to make recommendations to the Council on what penalties should be imposed on the member or members concerned.

6.2 At the same time that the Disciplinary Committee is requested by Council to carry out an investigation Council shall identify a minimum of 3 and maximum of 5 members of Council that would not participate or vote when the Disciplinary Committee report is discussed by Council. These members of Council would constitute an Appeals Committee.

6.3 Once requested by Council to carry out an investigation at one Council meeting the disciplinary committee must report its findings at the next Council meeting.

6.4 The Disciplinary Committee shall have the power to co-opt further members onto the Committee who have special expertise to assist them with any particular investigation and such co-opted members may be full members of the Disciplinary Committee for the purpose of the particular complaint which they may have been co-opted to investigate. This is only in the circumstance that no costs are incurred. In the circumstance where costs may result then the collective authority of the Chairman, Vice Chairman and Deputy Vice Chair of Council must be obtained.

6.5 Co-opted members of the Disciplinary Committee shall not be entitled to vote, need not be members of the Society and shall not be members of the Council. If they are engaged in a professional capacity fees and expenses may only be approved by the Chairman, Vice Chairman and Deputy Vice Chair of Council

- 6.6** Each member of Disciplinary Committee (including co-opted) are to sign a declaration of interest at the outset of an investigation. In the circumstance that any member of the Disciplinary Committee has a personal interest or business interest with the member, (beyond the normal trading of Ryeland and Coloured Ryeland sheep) who is the subject of the investigation, that member of the Committee shall stand down and the Committee shall have the power to co-opt another member to take the vacancy created for that particular investigation.
- 6.7** The disciplinary Committee shall, when it considers appropriate, appoint any person to act as volunteer clerk to the Committee who will not be entitled to vote for each meeting or hearing and to assist the Disciplinary Committee in the preparation of reports for Council.
- 6.8** Before any formal hearing or investigation of evidence of a complaint by the Disciplinary Committee takes place, the Committee shall give the member or members against whom the complaint has been made, reasonable notice of the date, time, and place of the hearing and shall send the member a written statement setting out in full the details of the allegations that have been made. Any person appearing before the Disciplinary Committee shall be entitled to appear in person and to submit written or oral evidence. If the member decides not to attend in person, a written statement may be sent by the member to the Disciplinary Committee setting out mitigation to the allegations which have been made and the matter may be dealt with him in his absence or otherwise as the Committee may decide.
- 6.9** Subject to the above provisions, the Disciplinary Committee may adopt such procedures and admit such evidence as it thinks fit provided that the member against whom the allegations are made has a proper opportunity of answering them, and making such other representations to the Disciplinary Committee as shall be reasonably requested.
- 6.10** The Disciplinary Committee may, on finding that an allegation against a member has been proved in whole or in part, make such recommendations to the Council in relation to such matter as it shall consider appropriate, including but without limitation:
- Expulsion of the member from the Society
 - Suspension of the member from membership of the Society for a specified period during which time all membership benefits shall be suspended.
 - Suspension of the member for a specified period from entering sheep for sale at the Society shows and sales and taking part in other Society sponsored activities.
 - A reprimand
- 6.11** The disciplinary committee shall prepare a full written report for Council, such report to detail the conclusions of its investigations and recommendations as to what penalties, if any, should be imposed on the member concerned. That member who is the subject of such report shall be given copies of the report and reasonable notice of the Council meeting (minimum of 10 days) at which such report is to be considered and shall have the opportunity to submit a written response but only for the purpose of making any plea in mitigation. The member shall not be entitled to attend the Council meeting during Council's discussions regarding the report received from the Disciplinary Committee but will be afforded the opportunity to attend Council to present mitigation prior to Council discussion. Council shall not be bound, in any way, by the Disciplinary Committee's recommendations on penalties but shall be required to give reasons to the Disciplinary Committee, member(s) making the complaint and those member(s) which have had a complaint made against them for any different penalty which it decides to impose upon the member(s).
- 6.12** The final decision of Council shall be communicated to the member(s) within 14 days of the Council meeting at which the decision was made. A member who has been the subject of a disciplinary investigation shall have the right to appeal against the Disciplinary Committee's findings and /or against the penalty imposed by the Council upon him in relation to such findings, to the Appeals Committee within 14 days of the date of notice to the member informing him of the Council's decision. The Appeals Committee decision shall be communicated to the member within 21 days of the receipt of the appeal notice and the decision shall be final.
- 6.13** Complaints or allegations regarding the conduct of members may be referred to the Disciplinary Committee only by Council. Such complaints must relate to: Breaches of the rules of the Society. Or any other alleged conduct of a member which is considered to be derogatory to the character or prejudicial to the interest and reputation of the Society or actions or demands that are considered to be inconsistent with the objects or orderly conduct of the affairs of the Society.
- 6.14** In case any member of the Society, following a disciplinary procedure against him, shall be expelled from or suspended from the membership of the Society, or censured, written notice of such event shall forthwith be sent by the Administrator to such member by registered post at his last known address or place of business in the United Kingdom or the Republic of Ireland within 14 days of the Council meeting at which the decision to take out the disciplinary action was taken. Following completion of any appeals procedures a notice of such event (with or without particulars of the alleged offence) and the

name and address of the member concerned, may, at the discretion of Council, also be published in the Society's journal and (in addition or alternatively) be communicated to every member of the Society by a private letter addressed to every member respectively. The Society by its Administrator, or other officer of the Society authorised by Council so to do, may also send a further notice of such event and the name and address of the member concerned with or without particulars of the alleged offence to such other Societies and sections of the public as the Council may determine shall be necessary in the best interest of the reputation of the Society.

7. Genetic Testing Rules and Protocol

- 7.1.** ALL ages of stock are eligible for testing from 2017 i.e. there is no upper age limit.
- 7.2** Applications for Genotyping must be submitted to the Society on the printed forms of the Society issued annually from the office or downloaded from the Society website. All particulars required on the form must be given in full and duly certified by the breeder who must be a paid up member of the Society. No application will be accepted unless accompanied by the current genetic testing fee however acceptance of the genetic testing fee by the Society does not constitute a contract to test the sheep.
- 7.3** Any member submitting samples must agree to the society taking ownership of the sample, that the society can resample the animal in the event of suspect results and to retest the retained sample to prove samples are from the same animal, to use the retained sample for further research in the future but the society would need to obtain members agreement prior to this happening.
- 7.4.** No animal will be accepted for testing unless an application for registration in the flock book, along with appropriate fee, has been made. For unregistered sheep, the registration forms can be submitted at the same time as the testing application form. This is to ensure that all samples subsequently sent to the laboratory for testing will include the registration number of the sheep. From 2017 breeders will have the option to delay full registration of ram lambs until after the test results have been received. In this scenario the breeder would complete the registration form and pay a lesser pre-registration "birth notification" fee of £5.00. These sheep will be put "on hold" by the society and the registration process completed once the breeder submits the remaining £10 fee.
- 7.5.** The breeder must consent to the test being carried out. If the owner is not the breeder then the owner will only be permitted to test the animal with the breeder's permission. The breeder must certify this on the application form.
- 7.6.** The Society will produce a set of sticky labels carrying the information that the laboratory needs to ensure that it can identify the samples. These labels will be posted to the breeder together with a sample record form.
- 7.7.** The breeder will arrange blood sampling by their own veterinary surgeon after receipt of the appropriate forms and sample labels from the society office.
- 7.8.** The veterinary surgeon will attach the appropriate label around the sample tube and ensure that the information on the animals tags, which must be attached to the animals ears, match the information on the blood sample label.
- 7.9.** The breeder must complete the sample record form with the society prefix, individual identification tagging information and registration details of the animal together with any information on the animal that is requested such as sex, ear colour, black spots etc and certify the form as being a true record. False declarations will be subject to disciplinary action in line with current society rules.
- 7.10.** The veterinary surgeon will be required to certify the sample form to confirm that the sample label, animal's ear tags and identification information on the sample form all match. This will include the name and address of the veterinary practice.
- 7.11.** The veterinary surgeon will be required to post the blood samples to Cardiff University for next day delivery. Samples should be collected Monday to Thursday to avoid weekend arrivals at the laboratory.
- 7.12.** The member will also be required to post or electronically e mail a copy of the sample submission forms to the Society.
- 7.13.** In 2017, the blood sampling window will run for a three month period from 1st March through to 31st May.
- 7.14.** The genetic test results will be reported to individual members by the genetics sub-committee. The 2017 target is to report results in adequate time before the closing date of the Ludlow show and sale. The testing of 2017 born lambs will be prioritised over other classes of stock.

- 7.15.** The university will retain and store the blood samples on behalf of the society. Retained samples could be subject to repeat test in the event of a dispute or suspected erroneous result.
- 7.16.** From 2017 tested animals will have their genotype results listed in the flock book. Members not wishing their results to be publicised in this manner will have the option to opt out.
- 7.17.** From 2017 flock owners will be permitted at their discretion, to advertise the results through the society by including them in the Society show and sale catalogues, displayed on the pens and /or announced in the auction rings. Members entering tested animals in the show and sales will have the option on whether they wish to “opt in” and list the result in the catalogue. The results are indicative only and are not guaranteed by either the Society or the University and any pre sale advertising carried out via the Society will be subject to a disclaimer to this effect.
- 7.18.** The society will hold a record of the genetic test results along with the physical characteristics (ear colour etc) noted by the breeder. These records will be collated for the purpose of anonymized statistical analysis in order to report findings and trends to Council and the general membership.
- 7.19.** Only members of the Genetics sub-committee, university personnel and RFBS secretary will have sight of the individual Results.
- 7.20.** Those members of the Genetics Sub-committee will be required to enter into a formal confidentiality agreement.
- 7.21.** The fees will be set by Council and will include levies to recover society administration costs including purchase of relevant computer software, university fees, R&D funds to be used to progress future wider genetic investigations & a fee to cover potential investigations when the society decides to investigate suspect results. **For genetic testing carried out in 2017 the fee payable to the Society for each animal to be tested will be £12.50.** This does not include the member’s own vet’s fees for blood sampling which will be a private arrangement between the member and vet. Council will review the fees for 2017 and publish its findings to the members at the AGM.
- 7.22.** The Genetics Sub Committee / Council will present an annual report to members at the AGM on the results and make recommendations where necessary.

Genetic Testing for Coat Colour - Application Process

Please note the key changes from 2017:

1. ALL ages of sheep are eligible in 2017 i.e. includes adult stock
2. The sampling window for collecting and submitting blood samples will be **March, April and May.**
3. The 2017 testing fee is £12.50 per sample.
4. Rule 4: From 2017 breeders will have the option to delay full registration of ram lambs until after the test results have been received.
5. Rule 16: From 2017 tested animals will have their genotype results listed in the flock book. Members not wishing their results to be publicised in this manner will have the option to opt out.
6. Rule 17: From 2017 flock owners will be permitted ,at their discretion, to advertise the results through the society by including them in the Society show and sale catalogues, displayed on the pens and /or announced in the auction rings.

The genetic testing procedure is a three-stage process:

Stage 1: Application for testing

Stage 2: Collection of blood samples and completion of laboratory submission form. Stage

3: Reporting of test results

Stage 1: Application for testing and payment of fees

Please refer to rules 1 to 6, 14 and 22 of “Genetics Testing Rules and Protocol” document.

Members must complete an application form, and post this to the secretary along with the appropriate remittance.

Applications for genetic testing must be submitted at the same time as registration (or birth notification of ram lambs) unless already registered. It’s essential that the pedigree ear tag information is correct. The society office will process the application.

Stage 2: Collection of blood samples, completion of laboratory submission form Please

refer to rules 7 to 14 of “Genetics Testing Rules and Protocol” document.

The society office will post a “testing pack” to members once the application has been processed.

This will include a covering letter, instructions for the flock owner and their vet, laboratory submission form and sticky labels pre-printed with the ear tag number and other details for the blood sample tubes.

Stage 3: Reporting of test results.

Please refer to rules 15 to 19 of "Genetics Testing Rules and Protocol" document.

In the absence of mitigating circumstances, the test results will be reported by mid July in advance of the closing date of the Ludlow Show and Sale. This was achieved in 2015 and 2016.

8. Publication of Council minutes to members.

- 8.1 Council, at its discretion, will publish summarised minutes of Council meetings in a format of its choice but suitable for review by members.
- 8.2 Summarised minutes of the minute book shall be drafted by the Secretary of Council and circulated to Council members appended to the full minutes.
- 8.3 The summarised minutes must be approved at the following Council meeting and signed by the Chairman of that meeting before being circulated to the members.
- 8.4 Once approved, the summary minutes shall be available on request from the Secretary of Council.
- 8.5 Any records of a sensitive or confidential nature recorded in the official minutes of Council shall not be included in the summarised minutes for circulation to members. Only full Council at a duly convened meeting of Council shall determine what records are deemed confidential and not therefore to be included in the summarised minutes.
- 8.6 Any member can request a copy of the minute book of a Council meeting by submitting that request in writing to Council and stating the reasons why the copy is requested. Only full Council, at the next duly convened meeting of Council shall determine if a copy (or extracts) of that minute book may be released to that member.

