



**IRISH HEREFORD BREED SOCIETY LTD.
Rules of Procedure**

Adopted by IHBS Council on 8th June 2023

Contents

- 1. Participation in the IHBS breeding programme**
- 2. Rights and Obligations of Breeders**
- 3. Rights and Obligations of Breed Societies**
- 4. Non-Discrimination**
- 5. Disciplinary Powers**
- 6. Grievance Procedure**
- 7. Irish Hereford Breed Society's Breeding Programme – Rules of Procedure – Alterations**
- 8. Interpretation of Rules of procedure**
- 9. Disclaimer**

Appendix A - Schedule of Fees

Appendix B - Privacy Statement

These Rules of Procedure may be found on the Irish Hereford Society website at www.irishhereford.com



Rules of Procedure of the IRISH HEREFORD BREED SOCIETY LTD.

1. Participation in the IHBS breeding programme

Breeders wishing to breed Herefords and participate in the Irish Hereford Breeding Programme should apply to the Society. Application forms are available from the Society's office or can be downloaded from www.irishhereford.com

Applications for participation will be considered if the following documents are completed and submitted to the Society's office

- (i) Breeder declaration form
- (ii) ICBF data release permission form

Breeders must continue to provide consent to both ICBF & the IHBS to access their breeding animal data for the duration of their willingness to participate in the Irish Hereford Breeding Programme in order to manage the entry of their animals into the Herdbook and receive Zootechnical Certificates.

Breeders who also wish to become members of the IHBS must also complete

- (i) Application for membership form
 - (ii) Application for Ordinary shares by an individual Application for herd name
- Please note: Names of large towns or well-known places, are not acceptable herd names nor any name covering a large area, to which a number of other breeders, might have an equally good claim.
- (iii) And submit the appropriate membership fees (See appendix A)

Individuals may apply for membership under Rule 4 of the Society's Rules as registered with the Registry of Friendly Society.

Only members are allowed an individual herd name, to name their animals other than using the tag number, to attend official Society meetings i.e. AGM, sit on the IHBS Council, exhibit in Society hosted show and sales & participate in defining and developing the Breeding Programme through submitting written proposals to the IHBS Council.

Where a partnership (joint owners), firm or company wishes to participate in the breeding programme they must continually provide consent for both ICBF & IHBS to access their herd via Taurus by completing the ICBF Consent form. If a partnership (joint owners), firm or company wishes to obtain the advantages of Membership, an application for membership in this instance should be made under Rule 8 of the Society's Rules as registered with the

Registry of Friendly Societies. One of the members must be nominated to act as its representative, apply in their own name for Membership and sign the application form as its representative and exercise the rights of membership on its behalf and be fully responsible to the Society and to have the sole voting right to attend and vote at meetings of the Society. A member can be the Nominee for one membership only. If submitted in writing – more than one breeder can be named on the membership and all names (or firm/company name) will be recorded as members but only one member can remain as the nominee.

Following receipt of application for membership to the Society's office a list of applicants for membership are presented to the Society's Council at its next meeting where one fully paid Ordinary Share of 0.32 cent in the Society will be allotted to each applicant.

Membership Subscriptions are payable on 1st July each year. If any subscribing member of the Society fails to pay their annual subscription for any year within three months of the same becoming due, they shall automatically (but without prejudice to any outstanding liabilities already incurred by them) cease to be a member of the Society and their name shall be removed from the register of members but be eligible for re-admission upon payment of all arrears due from them while a member and of the amount of any subscription which would have been payable by them if they had continued a Member of the Society up to the time of their re-admission.

The Society shall have the right to maintain a record of breeders' transactions and reserves the right to penalise breeders found to be in breach of procedures vital to the accurate maintenance and integrity of the Breeding Book/Herd Book of the Society.

It is a condition of registering Pedigree Herefords with the Irish Hereford Breed Society Ltd that breeders:

- a) must observe the rules of the Society including those of the Breeding Programme and these Rules of Procedure.
- b) must permit that data relating to the genealogy and performance of their cattle may be communicated, examined and processed by competent authorities in the field of livestock breeding, subject to Council approval, and the Society be free to disseminate the results of this analysis as the Council see fit from time to time.
- c) agree to allow the Society to share contact details and details of Hereford cattle in his/her ownership with its data processors. See appendix B or the Privacy Policy on IHBS website for further information.

2. Herd Name Information:

- Members are entitled to select a Herd Name and shall register and use a Herd Name for all his/her calves.
- The Herd Name is used as a prefix and no other member shall be permitted by the Society to use that herd name, other than the designated member.
- A member shall have a separate Herd Name for his/her Horned animals and his/her Polled animals to have them recorded in the Breeding Book/Herd Book.
- Herd names will be surrendered in the event of a Herd Dispersal or may be frozen for a period of five years unless in a case of force majeure.
- Where a member fails to comply with the rules of the breeding programme or where a member does not comply with obligations set out in the rules of procedure and is

excluded from the breeding programme the herd name shall be frozen for a period of up to 10 years.

- Names of large towns or well-known places are not acceptable nor any name covering a large area, to which a number of other breeders, might have an equally good claim.
- It is advisable to submit an alternative name when completing the Herd Name application form, although the first choice will be recorded whenever possible.
- Herd Name changes may be approved by Council at its discretion.
- A Herd Name cannot be registered until the appropriate fee is received.
- Breeders who opt not to be a member are not entitled to select an individual Herd name but will be allocated a generic Herd name 'HEIRL'.

3. Rights and Obligations of Breeders

Breeders shall have the right:

- To participate in the Irish Hereford Breeding Programme if their animals are located in the Republic of Ireland and their breeding animals belong to the Hereford breed covered by this breeding programme.

Breeders participating in the Irish Hereford Breeding Programme shall have the right to:

- To have their purebred animals entered in the main section of the Breeding Book in accordance with the rules of the breeding programme.
- To participate in performance testing and genetic evaluation in accordance with the rules of the breeding programme.
- To on request, obtain up-to-date results of the performance testing and genetic evaluation for their breeding animals, where those results are available.
- To be provided with a zootechnical certificate.
- To have access to and avail of the services as outlined in the breeding programme.
- To become a member of the Irish Hereford Breed Society Ltd.
- To exercise free choice in the selection and breeding of their breeding animals.
- To have offspring descended from those breeding animals entered in the Irish Hereford Breeding Book/Herd Book in accordance with the rules of the breeding programme.
- To hold ownership of their breeding animals.

4. Rights and Obligations of the Breed Society

The Irish Hereford Breed Society Ltd. shall have the right:

- To define and carry out a Breeding Programme for Irish Hereford cattle autonomously provided it meets Commission Regulation 2016/1012 and any conditions of its approval.
- To exclude breeders from participating in the Irish Hereford Breeding Programme that fail to comply with the rules of the Breeding Programme or with the obligations set out in these rules of procedures.

- To exclude breeders from membership of the Society where those breeders fail to comply with their obligations set out in these Rules of Procedure.
- The Irish Hereford Breed Society Ltd., without prejudice to the role of the courts, shall have an obligation to settle disputes that may arise between breeders, and between breeders and the breed society in the process of carrying out its Breeding Programme (See Grievance Procedure below).

4. Non-Discrimination

The Society shall operate in a non – discriminatory fashion towards its breeders.

Breeding animals entered in breeding books by breeding bodies and the offspring produced from germinal products of such breeding animals, are entered or eligible for entry without discrimination on account of their country of origin, in the case of purebred breeding animals, in the breeding book of the same breed maintained by that breed society.

5. Disciplinary Powers

Any case of doubtful or suspect pedigree or any case of apparent irregularity of animal registration, breach of the Rules of Procedure or rules of the Breeding Programme by any breeder shall be dealt with by the Council and the following procedure shall be observed:

In the event of any information being received by the Secretary concerning any breeder of the Society, the Secretary shall inform the Chairperson of the appropriate Committee who shall have the power to decide whether prima facie the case requires investigation and to give instructions if necessary, to an employee of the Society or a member of his/her committee to make further investigations. Where the fault lies with the breeder, the Society would be entitled to claim a fee towards the expenses involved.

The investigating person, i.e., the person responsible for obtaining the facts, shall inform the breeder concerned of the nature of any irregularity referred to above as soon as is practical in order for the matter to be investigated or to establish additional information from the breeder. Such breeder will be expected to co-operate fully with any investigation and provide any relevant documentation requested or to facilitate a herd inspection where deemed necessary. The investigating person shall forward a copy of the report arising to the breeder and to the Editing Committee prior to a meeting where the case will be considered. Such breeder shall also be invited to attend, be represented at or submit oral evidence to this meeting of that Committee.

When the case has been fully considered by the Editing Committee, they shall report to the next meeting of the Council who shall take such actions, as they may think fit. Following this meeting, the secretary will write to the breeder to inform them of the actions chosen by Council.

A breeder who wishes to appeal the decision of Council should proceed to stage four of the Grievance Procedure.

6. Grievance Procedure

The objective of this procedure is to provide a breeder who has any grievance with the society

an opportunity to have the grievance examined and resolved at the earliest practical moment and at the most local level possible.

While the matter is being considered under this Procedure, the operation of the Society cannot be interrupted. The person(s) raising the matter shall continue to comply with the rules of the Society during the course of the examination of the matter in question. By so doing he/she will not create any precedent nor will his/her participation in the breeding programme of the Society be prejudiced in any way in relation to the matter being processed.

The procedure to apply shall be as follows:

Stage 1

To resolve a complaint, it is recommended that the breeder contact the Registration & Administration section of the Irish Hereford Breed Society. In most cases the complaint will be resolved at this point. The Society's office will respond as soon as reasonably practicable but, in any case, within 30 days of receiving the complaint.

Stage 2

If the breeder is not satisfied with the response at Stage 1, he/she may direct the complaint to the Secretary of the Society. Complaints at this stage must be made in writing to the Secretary, outlining the complaint and making it clear that stage 2 of the complaint's procedure is being invoked. The Secretary will acknowledge receipt of the complaint as soon as is reasonably practicable. He/she will liaise with the breeder in relation to the complaint to obtain additional clarification where necessary and respond in writing once the matter has been fully investigated. It is expected that the complaint would be investigated within 30 days and a determination made.

Stage 3

If the breeder is unhappy with the determination at Stage 2, he/she may refer the complaint in writing, to the Chairperson, c/o Irish Hereford Breed Society Ltd., Harbour Street, Mullingar, Co, Westmeath. The Chairperson will liaise with the breeder if deemed necessary in relation to the complaint and respond once the matter has been fully investigated. The Chairperson may refer the matter to the Society's Council or a subcommittee of Council for its consideration. It is expected that the complaint will be investigated and determined within 30 days. If, however the Chairperson refers the matter to the Society's council or a subcommittee of Council or the appeals committee the matter may take longer but would in most instances be dealt with within 40 working days. The breeder will be allowed to make both written and an oral submission on the grievance to the body appointed to investigate the matter. The determination of the investigation will be communicated to the member in writing. The appeals committee may co-opt individuals with relevant expertise to assist with the appeal. The breeder will then be invited to arbitration with the appeals committee. The committee will examine the case in depth before presenting their findings and recommendations to the council. The determination of the Appeals Committee, decided upon by the majority, shall be final in all respects.

Stage 4

Please refer to IHBS Article and Association rule 68. The rule states: Every dispute between the Society and a member of the Society or any person aggrieved who has, for not more than six months, ceased to be a member of the Society, or any person claiming through such member or person aggrieved or claiming under the Rules of the Society, and the Society or an officer thereof, shall, unless amicably adjusted, be submitted for arbitration to the President for the

time being of the Incorporated Law Society of Ireland, who may either arbitrate the case himself, or appoint some person or persons to arbitrate it on his behalf. The costs of the arbitration shall be borne as the Arbitrator directs. The award so made on every such arbitration shall be final and binding on all parties without appeal, and shall not be removable into any Court of Law or retrainable by injunction and application for the enforcement thereof shall be made to the Circuit Court. No dispute shall be referred to the Registrar.

8. Irish Hereford Breed Society's Breeding Programme – Rules of Procedure – Alterations

The Society expects all Hereford breeders to abide by the rules, regulations and standards established by the Society. The Irish Hereford breed society's Breeding Programme and/or Rules of Procedure regulations may be altered by the Society's Council from time to time as provided under the Society's Articles of Association. Any alteration, addition, deletion, or other amendment of the Hereford Breeding Programme and/or Rules of Procedure shall be posted on the Society website www.irishhereford.com following formal adoption by the Society's council.

9. Interpretation of Rules of Procedure

The Council reserves the sole and absolute right to interpret these or any other prescribed conditions and regulations and to settle and determine all or any matters, questions, or differences in regard to their interpretation, or otherwise arising out of or in connection with or incident to these regulations. All members shall be subject to the Rules, Orders and Regulations of the Society.

10. Disclaimer

- The Society and its servants or agents shall not be responsible for any injury, loss or damage to any person, animal or property occurring during or as a result of inspections, animal weighing, linear scoring, or the carrying out of the Society's breeding programme or any other Society related activity.
- The Society or its agents accept no liability as to the accuracy of evaluations computed from data provided through performance testing or genetic evaluations. No representation or warranty expressed or implied is made or given by the IHBS Ltd. or its agents as to the accuracy, reliability, completeness of any report provided in this area. The IHBS Ltd. shall not be liable for any losses (whether direct or indirect), damages, costs, or expenses whatsoever, incurred or arising from any use of a report or data compiled on their behalf.
- No representation or warranty expressed or implied is made or given by the Society or its agents as to the accuracy, reliability, completeness, or correctness of any Genotyping Report provided. The Society or its agents shall not be liable for any losses (whether direct or indirect), damages, costs, or expenses whatsoever, incurred or arising from any use of or reliance on such Reports or the information contained in it by any person.

Appendix A

Schedule of fees

- New Membership €200
- Annual Membership €60 due on 1st July each year
- Unpaid membership by 31st December (at the end of that calendar year) €120
- Member Re-Instatement €260
- Herd Prefix Name Recording Fee €40

Methods of Payments:

Annual Membership may be paid by Standing Order, Direct Debit, Debit Card, Credit Card, Bank transfer Cheque.

The IHBS office can be contacted to make an automated payment over the phone.

Cheques should be made payable to the Irish Hereford Breed Society Ltd. or to IHBS Ltd.

Appendix B

PRIVACY STATEMENT

This privacy statement governs the manner in which Irish Hereford collects, uses, maintains and discloses information collected from users of the <http://www.irishhereford.com> website (“Site”).

This privacy statement applies to the Site and all products and services offered by Irish Hereford through the Site.

Irish Hereford respect your right to privacy and comply with our obligations under the Data Protection Acts, 1988 – 2018 and GDPR 2018.

Information Collected and Security

Irish Hereford Breed Society Ltd only collect and use individual user details where we have legitimate business reasons, and where we are legally entitled to do so. Information in relation to personal data collected by Irish entities is available on www.dataprotection.ie, the website of the Irish Data Protection Commissioner.

Irish Hereford Breed Society Ltd collects the details provided by you on registration together with information we learn about you from your use of our service and your visits to our website and other sites accessible from it. We also collect information about the transactions you undertake.

The personal information collected on our contact form on the Irish Hereford Breed Society Ltd website are

- Name
- Email
- Phone

The personal information we hold on breeder’s personal data are

- names,
- addresses,
- contact details,
- method of payment,
- animal details

This personal data is held in soft copy with ICBF, Google and QuickBooks and hardcopy in head office.

Use of Information Collected

We require this information to understand your needs and provide you with a better service. In particular we use the information for the following: -

- ICBF – Irish Cattle Breeding Federation – please see [ICBF’s Privacy Policy](#) to see what information they collect
- Google – please see [Google’s Privacy Policy](#) to see what information they collect
- QuickBooks – Accounting Package – please see [Quickbook’s, Privacy Policy](#)
- Compliance with legal obligations – retention of credit records as per Finance Acts.
- Contractual necessity – processing of your data is required to fulfil a contract – i.e. to process your membership.

- We may send promotional emails about new products, special offers or other information that you may find interesting using the email address you submit to us.
- We may also use your contact information – phone, email or postal address – to contact you for market research purposes.

The information we have will be used to customise the website according to your interests.

Retention of Data

Irish Hereford Breed Society Ltd will hold onto your personal data if you have purchased any of our services, in accordance with the Finance Acts, for 7 years.

Are there cases where we may use your information to contact you?

We may contact you:

- For administration reasons related to the service to which you have signed up (e.g. to provide you with password reminders or to notify you that a particular service, activity or online content has been suspended for maintenance, or in response to a question that you ask us).
- To provide you with information about our services, activities or online content. You should only receive such correspondence and updates from Irish Hereford Breed Society Ltd, if you have agreed to in response to any contact you have made with us, e.g. on our Facebook page, or via the Contact Us facility. It will be made clear to you where you have these choices, for example, by providing tick boxes for you to decide whether you wish to receive correspondence.
- To invite you to participate in surveys about our services (participation is always voluntary).

Where we wish to use your personal information in any other way, we will ensure that we notify you first. You will also be given the opportunity to withhold or withdraw your consent for the use of your personal information for purposes other than those listed in this document.

Cookie Policy

Cookies are very small text files that are stored on your computer when you visit some websites.

Functional Cookies

This Website Will:

Track the pages you visit via Google Analytics

Targeting Cookies

This Website Will:

Allow you to share pages with social networks such as Facebook (If available)

By using the website, you are agreeing to the use of cookies as described. The help menu on the menu bar of most browsers will tell you how to prevent your browser from accepting new cookies, how to have the browser notify you when you receive a new cookie and how to disable cookies altogether. You can also disable or delete similar data used by browser add-ons, such as flash cookies, by changing the add-on's settings or visiting the website of its manufacturer. For more information about cookies and managing them, including how to turn them off, please visit www.cookiecentral.com. However, because cookies allow you to take

advantage of some of our website's essential features, we recommend you leave them turned on.

Third Party Web Sites

Our website may contain links to other websites which are outside our control and are not covered by this Privacy Policy. We cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites.

Mobile Devices & Social Media

Applications developed in connection with the website for mobile devices will operate and capture information as set out above. Applications developed by us but deployed on other platforms such as social media channels may provide feedback to us on activity and usage specific to a user.

Note: If you are aged 18 or under, please get your parent/guardian's permission before you provide any personal information to us. Users without this consent are not allowed to provide us with personal information.

Right of Access and How to Contact Us

The Data Controller for these Website and services provided through these Website is Louise Callan, who can be contacted through

e-mail: irishhereford@gmail.com.

You may request details of personal information which we hold about you under data protection legislation. If you would like a copy of the personal data or have any queries regarding our use of personal data please email us at irishhereford@gmail.com or write to:

Irish Hereford Breed Society Ltd.,
Harbour Street,
Mullingar,
Co. Westmeath.

This document was last updated on 6th June 2023