



JUNE, 2017

# - THE STUD BOOK -

*SUPPORTING THE THOROUGHBRED BREEDING AND RACING INDUSTRY*

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## Changes, changes, changes...

Within the last Newsletter it was explained that "Stud Book has started a process of critical self-examination so as to refocus and improve on its core functions, its service delivery as well as delivery times."

This process is quite comprehensive and touches on many aspects in need of improvement, as will be discussed in more detail within this newsletter.

While some progress may seem slow on some aspects within Stud Book, there is significant change on a large scale deeper down.

While this newsletter is a significant, comprehensive document, items within this document will later be separately issued as formal notices and procedures.

# Report on the visit of the International Stud Book Committee (ISBC)

The ISBC is the international body which establishes the standards by which all Thoroughbred Stud Books have agreed to operate to, including South Africa. The decisions and policies reached by the ISBC (on breeding and stud book related issues) serve as guidance for the policies of the International Federation of Horseracing Authorities (IFHA) which relate to breeding and the accuracy of record keeping.

The International Stud Book Committee conducted a compliance visit and investigation of the NHA Stud Book on 31 March 2017.

- During the visit the ISBC was complimentary on the path of improvement and growth that the NHA Stud Book has embarked on.
- Highly traceable and easily monitored record keeping were rated very important by the ISBC and therefore the new ISO (International Standards Organization) quality management documented and controlled operating procedures and policies of Stud Book were very favourably received for the control, accuracy and consistency these provide, linked to a good service delivery.

Upon guidance of the ISBC, and in accordance with practises at other Stud Books, the NHA Stud Book will:

- Continue to pursue earlier benchmarks for the registration of all breeders, stallions and broodmares
- Foal registration and subsequent passport issue will be pursued earlier than before. This will benefit both Stud Book and the industry (breeders) as it provides better and more reliable compliance in horse registrations and passports at horse sales, for movement control within African Horse Sickness control areas and not to cause delay when horses are nominated for racing (as horse passports will already be in place).

It was discussed and supported by the ISBC, in line with other countries that formal deadlines and penalties for exceeding deadlines be imposed to assist with this process. Ongoing compliance to the international standard and improvement for the future was discussed. This entails some modification in how we conduct our business and the structures to be put in place.

While the NHA is interested in modernisation within many aspects, the ISBC could provide guidance on how this can best be accomplished.

- The Stud Book online system was deemed sound and impressive in its design. The NHA Stud Book plans to make improvements and additional features as soon as possible, as will be discussed later.

Communication of and clarity in the changes to be implemented in Stud Book according to the Stud Book Business Plan for 2017 was deemed very important by the ISBC. Improved communication started during 2016 in the format of:

- NHA Stud Book Newsletters,
- The NHA Stud Book Calendar
- Revised NHA Stud Book website layout.
- Formal procedures to the benefit of Stud Book and breeders (for instance a procedure for the use of the Online registration system).

The library of the NHA is now more organised to be a showcase of the history and records of the NHA Stud Book. This re-organisation will also ease investigations and the general sourcing of data from these archives.

# The Online registration system

Examples of online registration and transactions are available and it has been proven to be secure in personal banking. Previous criticism of the Stud Book Online system has been that it is unreliable in its operation, not ideal in its features that feedback from the system is not ideal during Online registration and feedback process. The IT department of Phumelela Gold Enterprises (PGE) has now taken on the responsibility to develop the NHA Stud Book Online system to (as a priority) work reliably and with ease, as intended, and to develop it further to be versatile and effective, as required by breeders. Note that the Online systems will soon automatically incorporate/link online information entered into the SA Horseracing database without any manual re-entering of data within Stud Book.

Priorities for modification include:

- A mechanism to issue covering certificates.
- A mechanism of feedback where mares and stallions, not registered, are clearly indicated during Online registrations.
- A mechanism to change ownership online.
- A mechanism to change the status of a horse from “racing to breeding”.
- An operating procedure for the use of the Online registration systems to assist new users on its features and as to explain new features. This document is in final draft.

## Manually submitted requests

While it is ideal to process all breeder and trainer requests and registrations electronically, this is not realistic over the short term. In the meantime the system of manual request submission must continue and it must be attractive and easy to use. While the larger stud farms with many horses will find the Online system highly attractive for all operations, a manual system of hardcopy forms are emailed or faxed works well for breeders with only a few horses and foals and we do foresee this will still be used by some in future. Priorities are:

- Updated versions of the current “hardcopy” forms required will soon be downloadable from the NHA websites as editable PDF files (Set forms but with the option to actually type in information and then print these for the required signatures to be added).



# Improvement of Stud Book Accounts

Mrs Shan Rowe is now well experienced in managing the accounts accurately and timeously. While historically many accounts have been inaccurate (often payments were also not correctly allocated), this is being rectified with urgency.

- ❖ The ISO quality managements system of Stud Book includes this accounting department to provide accuracy, consistency and traceability.
- ❖ Under investigation is an improved control and new features provided with a direct link to the SA Horseracing database.
- ❖ Before account statements are sent out there will be a process of reconciliation and checking. This as a double check and as an internal auditing mechanism. This process of re-checking accounts and therefore rectifying mistakes quickly will improve the status of accounts. Inaccuracies was an aspect which was criticised in the past.
- ❖ Electronic statements will be generated monthly and sent by email (in contrast to post).

## **The following are important changes and notices relating to Stud Book Accounts:**

- When a payment is made to the Stud Book department, a copy of the Proof of Payment and a breakdown in relation to the item being paid for must be sent to [sbaccounts@nhra.co.za](mailto:sbaccounts@nhra.co.za).
- Note that the National Stud Book account number (not the regional account number) must be used when a payment is made. This will reduce the incidence of incorrect allocation of payment.
- On proof of payments this National Stud Book account number must always be specified as the "Payee". The payment must not refer to the stud farm/breeder name.

The Stud Book Account Number can be found under "CUSTOMER NO" on invoices and statements. All communication by breeders, owners and stud farms, also payment and reference to payments, must also be in relation to the above account number. A name can only be used as part of a proof of payment if this is additional to this account number being supplied.

- There is a mechanism of invoices only being generated after payment have been made for transactions. These invoices will however reflect these payments in the DESCRIPTION column on the Invoice and will state the date the payment reflected on the NHA Bank Statement and the amount received e.g. (DEP 15 MAY 2017 R1 850).
- Copies of all invoice transactions will be sent to the relevant client by email. Such email will likely be automated in the future, with a PDF generated invoice attached. This will be sent within days of the payment being processed. This is to ensure that any mistakes are quickly commented on by the client and quickly rectified to keep accounts accurate.



# Earlier foal registration and passport issue than before

As previously discussed, earlier benchmarks for registrations and passport issue will be pursued. This will benefit both Stud Book and the industry (breeders and stud farms) for the following reasons:

- It provides better and more reliable compliance in horse registrations and passports being available at horse sales.
- It provides better and more reliable compliance for movement control in and out of AHS control areas.
- It provides less delay when horses are nominated for racing as horse passports will already be in place.
- The traceable recording and check of vaccinations are of increasing importance and these are most ideally done within such an existing passport.

## Earlier foal identification, microchip implanting and parentage verification

The foal identification process by means of physical markings, microchip implantation and parentage verification (by mean of DNA profiling) is conducted by the Equine Research Centre (ERC) and Veterinary Genetics Laboratory (VGL) of University of Pretoria (UP). For 2017 this was conducted earlier during the year than before and it resulted in identification verification and DNA parentage verification being received much earlier than previous years.

For this year the foal registration deadline of 14 April 2017 was possible as this was the earlier timing of the earlier identification verification and DNA parentage verification supplied by the UP ERC and VGL. This set the stage for Stud Book to facilitate earlier actual registration to make an earlier issue of passports possible. Note that where foal registration applications were not possible due to an insufficiency of the NHA, late registration penalties cannot apply.

During 2018 the foal registration deadline may either be later or earlier, to be decided from the collective experience from 2017. The deadline and the payment due date may also be different.



## New electronic ID capturing and processing hardware and software used by the University of Pretoria

During the 2017 farm visits the UP ERC evaluated and validated an in-house designed software application on a tablet device for the electronic capturing of foal identification information during the initial foal identification process. This software application (app) simplifies and enhances this process and is more accurate in capturing information than the outgoing system of manual drawings and manual entering of information.

The electronic capturing process has the added benefit of simple and easy verification of the foal identification record (card) by electronic means. Following the registration of the foal and prior to passport issues, the electronic identification card is made available to breeders for verification. Once this electronic verification by the breeder is complete, the electronic record of identification is incorporated into the passports as a centre page. This electronic format of recording of marking which can be done quickly, while facilitating a fast registration process and subsequent fast and accurate passport issue. Where the foal was recently named, this name will be incorporated into the electronic centre page of the passport.

This electronic foal identification process (by which information is entered on a tablet device by both the breeder/ stud farm and then subsequently by the UP ERC veterinarian) will be made available to more breeders / stud farms during 2018.

Those farms which are interested in having the foal identification done on their farms with this device can contact the UP ERC well in advance of the 2018 process. Where the UP ERC visits breeders/ stud farms for the microchip and identification process during 2018 and where the foal identification was not done by the breeders in advance of the visits, it may be a policy of the NHA to have the UP ERC conduct this identification record electronically at an additional fee to the breeders (to be linked and added to the registration fee of this foal).

The foal identification records (of 2016 foals) captured during the 2017 farm visits were by far still hardcopy and paper based. The ERC will however during July convert all these hardcopy records to an electronic format. Breeders with registered foals will be contacted by the UP ERC and this electronic record will then, as directed by the ERC, have to be checked and formally verified by the breeder/stud farm. Once this is complete this identification record will be used as the centre page of the passport. The issue and supply of the passport will be made soon afterwards. Again, where the foal was recently named, this name will be incorporated into this electronic centre page of the passport. This process will provide a higher quality centre page.

## The Yearling Identification hardcopy sheet phased out

As mentioned, with ERC electronically capturing on the 2016 foal ID hardcopies as electronic documents, hardcopy Yearling ID forms will NOT be sent to breeders and stud farms for identification recheck. The recheck will be on the electronic ID document, as previously mentioned. Where there is special request to still employ the hardcopy format, Stud Book and the ERC must be contacted at that time.

# Horse Vaccinations

To ensure that the issue of passports can be conducted as soon as possible it is also important that the primary vaccinations of foals are done within the requirements as specified on the Stud Book Calendar and on the NHA (veterinary) website pages, as soon as possible.

According to this guidance all 2016 foals would have received:

- ▣ the two (primary) Equine Influenza vaccinations are between 4 and 6 weeks apart, prior to 31 July 2017.
- ▣ For African Horse Sickness there would have been two sets of vaccines subsequent to a 6 month age, not less than 30 days apart after 1 June 2017.

This makes it possible to have 2016 foals fully vaccinated to compliance during September 2017. Note that the timing of vaccination must be correct within one day of the requirement on the NHA Veterinary website. In the absence of such a fine will accordingly be issued by the NHA. The following is a summary of the detailed document:

## **AFRICAN HORSE SICKNESS VACCINATION PROGRAMME**

..... shall be vaccinated against African Horse Sickness by a Veterinarian, using a registered, non-expired, polyvalent horse sickness vaccine according to the manufacturers' recommendations :-

two sets of vaccines as FOALS between the ages of 6 and 18 months, not less than 30 days apart and, where possible, between 1 June and 31 October, and thereafter every year between 1 June and 31 October.....

No HORSE resident in the magisterial districts of Cape Town, Vredenburg, Hopefield, Moorreesburg, Malmesbury, Wellington, Paarl, Stellenbosch, Kuilsrivier, Goodwood, Wynberg, Bellville, Simonstown, Somerset West, Mitchells Plain and Strand, shall be vaccinated against African Horse Sickness unless written permission of the Director of Animal Health of the Republic of South Africa has been obtained.

## **EQUINE INFLUENZA VACCINATION PROGRAMME**

..... FOALS shall be given a primary course of vaccinations consisting of 2 vaccinations, administered between 4 and 6 weeks apart, both to be given after the age of 6 months but before 31 July of the year following its birth. Both vaccinations must be the same vaccine from the same manufacturer. Subsequent vaccinations must be given at intervals not exceeding 6 months.

All registered stallions and mares standing on stud farms shall be vaccinated at intervals not exceeding 12 months.....

## Requirements for earlier registrations and passport issue

Earlier registrations and passport issue is in line with modern, international practises in other countries and it is promulgated by the ISBC. To facilitate this process, the following procedures must be finalised earlier than before:

1. The annual registration of breeders, stallions and broodmares. This must be completed well prior to any coverings.
2. Monthly covering reports must be received.
3. Final covering reports must be received in time.
4. All foals must be identified, microchipped and DNA verified (by mean of blood sample DNA profiling against the reported Sire and Dam) early during the subsequent calendar year.
5. The identification process and DNA verification being processed by University Pretoria must be received by Stud book as soon as possible thereafter.
6. Foal registration are to be paid for and done as soon as possible after the verification is complete.
7. Issue of a passport will be required as soon as possible afterwards, possibly with a deadline for the information to be received which is required for this process. Such passport issue will be irrespective if the horse has been assigned a name or is unnamed at that time.
8. Primary course vaccinations to be conducted as soon as possible, to the current NHA vaccination requirement (as shown previously).

## Stud Book Passports

During this month there was a major change in the Stud Book policy relating to passports.

Previously first issue passports were only supplied once the records of the primary vaccination had been received by Stud Book. These vaccinations would then be included into the passports before these are issues and sent out.

From this month onwards, Thoroughbred passports will now be issued without primary vaccinations in place. The reasons why include:

- The issue of a passport is not retarded by the wait in the completion of vaccinations, and for these records to then be supplied to Stud Book.
- AHS Movement Control requirement dictates that some weanlings and foal have to travel with passports from a young age, prior to the required timing for vaccinations.
- AHS Movement Control requirement means that some foals must receive their primary vaccination with their passports in place (which means the passport must be in place already).
- To have fewer horses travel and trying to cross AHS zones (and to have passports as a an absolute requirement) and to have fewer horses change ownership with passports (this was a historic problem as passports would sometime only be issues for a horse for the first time at an advanced age, such as the age of 3, only just prior to entry to racing)
- With the passport in place at a young age it will be easier to record vaccination in this passport, not just the primaries but also subsequent years of vaccination.



## Sales companies and Sellers to take responsibility

Obviously, a huge number of horses (from about 3000 Thoroughbred foals born every year) are sold at sales every year. Historically these have been quite problematic for Stud Book as horses are accepted for sales which either have not been registered by stud farms / breeders or for which passports have not been requested and issued (important for Cape sales). As the sale then draw closer these horses then urgently require registration (and passports if AHS movement control would apply).

Request for such by the breeders often only arrive with Stud book at a time so close to the sale that it is almost impossible to provide this service for registration or passport. From some venders for some sales

the final list of horses accepted by the sale company is also provided very late, which aggravates the situation.

In future it will be the responsibility of the sales companies to either

- not accept horses for sale that do not have proof of being registered (or no not have a passport) or
- early within the planning for the sale compile a list of the horses that will form part of the sales catalogue. The list must be of an Excel format and must provide the following information in a table format: Horse Name/ Unnamed, Colour, Sex, Date of birth, Sire, Dam, Vendor.

Using this list, the NHA will provide a service to provide rapid feedback on which horses are in fact not registered (or do not have a passport). The sales companies then have the responsibility to have the owners contact the NHA to request such action. If such action is too close to the date of the sale then the NHA will not be able to assist. As mentioned before, any urgent (late) requests will carry an additional "Urgent Request" Stud Book fee.

The following procedure will apply:

- The sales companies should only really receive horses which are registered (at least, passports for young horses/weanlings cannot be expected to be in place automatically). Very young horses (such as weanlings) will of course be problematic to have register in time and need special attention by breeders and Stud Book.
- Stud farms should not be allowed to nominate horses for sales where the owners of such horse or breeders are not fully compliant or timeous in their paperwork or their payments to the NHA Stud Book or the stud farms.
- As horses are received by nomination the registration status should be confirmed and a notice must be sent to the breeder / farm that the horse must be registered and or passport requested ASAP. It is the responsibility of the breeder/ stud farm to in this regard contact the NHA Stud Book.
- The cut-off date for nomination for the sale by the sales company must be at least one month in advance of the sale.
- The sales companies can then at one month in advance ask for the NHA to generate an Excel sheet to show which horses are in fact registered on the NHA system as registered and / or in possession of a passport.

- As soon as the breeders/ sales company contact NHA Stud they will be provided with feedback on what items are to still be supplied to finalise registration and or passport issues.
- If the request for registration and passport is received, (together with all the required information) three weeks prior to the sale then a passports should be available well in time for the sale.

With horses being sold privately, buyers will have the responsibility to conduct a check if a horse has been registered and if a passport was issued for a particular horse prior to this horse being offered for sale.

## Imported and Exported horses.

In consultation with the ISBC, the procedures being applied with Stud Book in relation to the compliance to horse Import and Export are being critically looked at and being updated. This should streamline this process for all concerned.

## The International Standard of Organisation (ISO) based Quality Management System

Previously it was reported that procedures within Stud Book, and all forms employed are in the process of being completed and formalized into documented, controlled Standard Operating Procedures and linked Standard Forms. We can now report that 42 policies and procedures are now compiled in a draft format.

With this draft format these are now rechecked for clarity, practicality and accuracy, and of course also full compliance to the NHA Rules and Stud Book Guidelines. These will then be formally issued and staff will be signed off as formally trained. Staff will then follow these procedure to the letter, or disciplinary action could result. The benefits of such a system will be improved consistency, accuracy, and improved service delivery. As part of this system there are also likely to be an improvement in the accuracy of accounting due to improved control, traceability and reconciliation mechanisms.

One of the completed procedures in draft format is an operating procedure (instruction manual) to assist breeders to complete registrations and request on the website with the Online system. While the intention is to have a high proportion breeders using the Online system as soon as possible, we have this responsibility to make the learning curve and the actual operation easy to follow, to understand and to conduct.

# Notices on African Horse Sickness and Horse Movement

Please be aware of the notice below, to be discussed with your veterinarian if horse are moved into and in the proximity of the Cape or control areas.



**Western Cape  
Government**

Agriculture

**Veterinary Services  
Animal Health**

[garyb@elsenburg.com](mailto:garyb@elsenburg.com)

tel: +27 21 808 5253

fax: +27 21 808 5125

Private Bag X1, Elsenburg, 7607

[www.elsenburg.com](http://www.elsenburg.com)

## AFRICAN HORSE SICKNESS (AHS) CONTROL POLICY:

### AFRICAN HORSE SICKNESS STOP-OVER QUARANTINE

#### Standard Operating Procedure (SOP)

Specific holdings, approved by State Vet Boland, will be utilized for Stop-Over Quarantine (SOQ) during the high risk AHS season, which is usually from 1 February to 30 June every year.

In order to manage the risk of introducing AHS via an infected horse, a direct movement ban is instituted each year during this time for horses moving from the AHS Infected zone (IZ) into the AHS Controlled Area in the Western Cape. The approved holdings are situated in a low risk area where there is adequate state veterinary supervision. Horses are held at the approved holding for a minimum of 14 days and tested to prove they are free of AHSV before they are allowed to move to the AHS Controlled Area.



**Western Cape  
Government**

Agriculture

**Veterinary Services  
Animal Health**

[garyb@elsenburg.com](mailto:garyb@elsenburg.com)

tel: +27 21 808 5253

fax: +27 21 808 5125

Private Bag X1, Elsenburg, 7607

[www.elsenburg.com](http://www.elsenburg.com)

#### To whom it may concern:

Movement of horses into the AHS Controlled Area during the AHS season:

- Direct movements of horses from high risk provinces in the AHS Infected Area into the AHS Controlled Area are suspended from 01 February until 30 June of each year.
- During this period **ALL MOVEMENTS** into the AHS Controlled Area can only be done **by means of an APPLICATION FOR MOVEMENT A MINIMUM OF 2 WEEKS PRIOR TO THE INTENDED MOVEMENT DATE**. Movement from high risk areas, areas with poor reporting and where suspect or confirmed AHS cases have been reported, will be subject to a Stop Over Quarantine Protocol. The Stop Over Quarantine will include a **mandatory** PCR test, on **day 14** of quarantine. All movement applications **MUST** be done through Ms Danielle Pienaar on email [move@myhorse.org.za](mailto:move@myhorse.org.za), and each application will be reviewed by the **MOVEMENT COMMITTEE** before being approved or denied.



**Western Cape  
Government**

Agriculture

**Veterinary Services  
Animal Health**

[garyb@elsenburg.com](mailto:garyb@elsenburg.com)

tel: +27 21 808 5253

fax: +27 21 808 5125

Private Bag X1, Elsenburg, 7607

[www.elsenburg.com](http://www.elsenburg.com)

## Approved Stop Over Quarantine Facilities

### Introduction:

In order to manage the risk of introducing AHS via an infected horse direct movement of horses from areas of high risk of AHS circulation is prohibited. A period of increased movement control is implemented each year during the time period when the vector is most active and therefore transmission most likely (February to June) for horses moving from the AHS Infected zone (IZ) into the AHS Controlled Area in the Western Cape. In order to facilitate movement of horses into the AHS controlled area during this period, a step-wise "Stop Over Quarantine" (SOQ) protocol has been developed. State Veterinary approved SOQ holdings are situated in low risk areas where there is adequate state veterinary supervision. Horses are held at the approved holding for a minimum of 14 days and tested to prove they are free of AHSV before they are allowed to move to the AHS Controlled Area.

These facilities, although approved and monitored by State Veterinary authorities, are not State enterprises, and are managed commercially by private individuals. The manager at each yard is in charge of ensuring that the protocol is followed and should this not occur the approval will be withdrawn. The State does not have any influence on the fees charged by such facilities, as this is between the client and the facility owner and manager.

30 March 2017

AHS outbreak confirmed in Bloemfontein - direct movements to AHS Control Area suspended !

The State Veterinarian in Bloemfontein has notified SV Boland of a confirmed case of AHS within 30 km of the Bloemfontein Showgrounds.

With immediate effect all direct movements from the SV Bloemfontein area into the AHS controlled area are suspended until further notice, but for at least the next 40 days provided there are no further cases.

Dr Gary Buhrmann

Chief State Veterinarian: Boland

[GaryB@elsenburg.com](mailto:GaryB@elsenburg.com)

18 April 2017

Suspected AHS Port Elizabeth

Please be advised that a suspected case has been reported to State Vet PE by a private vet in the Port Elizabeth area. After consultation with SV PE, State Vet Boland has decided to close movement of horses into the controlled area from this area until further notice.

Samples have been taken for confirmation.

Dr Camilla Weyer

DAFF authorised Veterinarian

[camillaweyer@gmail.com](mailto:camillaweyer@gmail.com)





## Media release

16 February 2017

### CONTAGIOUS EQUINE METRITIS (CEM) OUTBREAK JANUARY 2017

Contagious Equine Metritis (CEM) was first confirmed in South Africa in 2011 and due to compliance and support from horse owners, societies and veterinarians, the extent of the outbreak was quickly determined and the affected horses treated. Since 2013 no new cases of CEM were reported in South Africa.

Unfortunately, in January 2017, a donor stallion in the Gauteng Province tested positive for CEM as part of the routine surveillance programme for this disease. The strain in this case has been identified as the same one detected in the 2011 outbreak. Further investigations are ongoing under the direction of the State Veterinarian. The cooperation of all horse owners in this regard is requested.

Contagious Equine Metritis (CEM) is a highly contagious venereal disease of equines and zebra caused by the bacterium Taylorella equigenitalis. It is associated with economic losses due to its detrimental effects on equine reproductive efficiency and the costs related to the treatment and testing for the disease. CEM is mainly transmitted by both natural and artificial breeding but can also be transmitted by direct or indirect contact e.g. through shared grooming equipment, halters and even clothes and people. Horses that contract CEM may remain infected for life and treatment for the disease is difficult and expensive.

Horse owners are reminded of the importance of obtaining a CEM clearance certificate for all stallions prior to any breeding. The current surveillance measures prescribed in the DAFF letter dated 10 May 2016 remain in place as follows:

- All existing CEM clearance certificates are valid for two years from the date of issue;
- All new CEM clearance certificates will be valid for a period of two years from the date of issue;
- For semen donation, stallions will require an annual CEM clearance certificate.

The situation will be updated as more information becomes available. Detailed information on CEM can be found on the DAFF website on the following link: <http://www.daff.gov.za/daffweb3/Branches/Agricultural-Production-Health-Food-Safety/Animal-Health/information/dahpolicy>.

The cooperation of all members of the horse industry is appreciated.

## A new appointment at the Thoroughbred Breeders Association

Catherine Hartley is greatly welcomed as new appointment at the TBA with the dedicated responsibility for Breed Affairs. This includes Stud Book issues and then the liaising with the NHA and NHA Stud Book on all such related matters such as registrations and statistics. Catherine can be contacted at [breedaffairs@equine.co.za](mailto:breedaffairs@equine.co.za)

# Online system Operating Procedure (Instruction Manual)

This is the first few pages of the draft of this document:

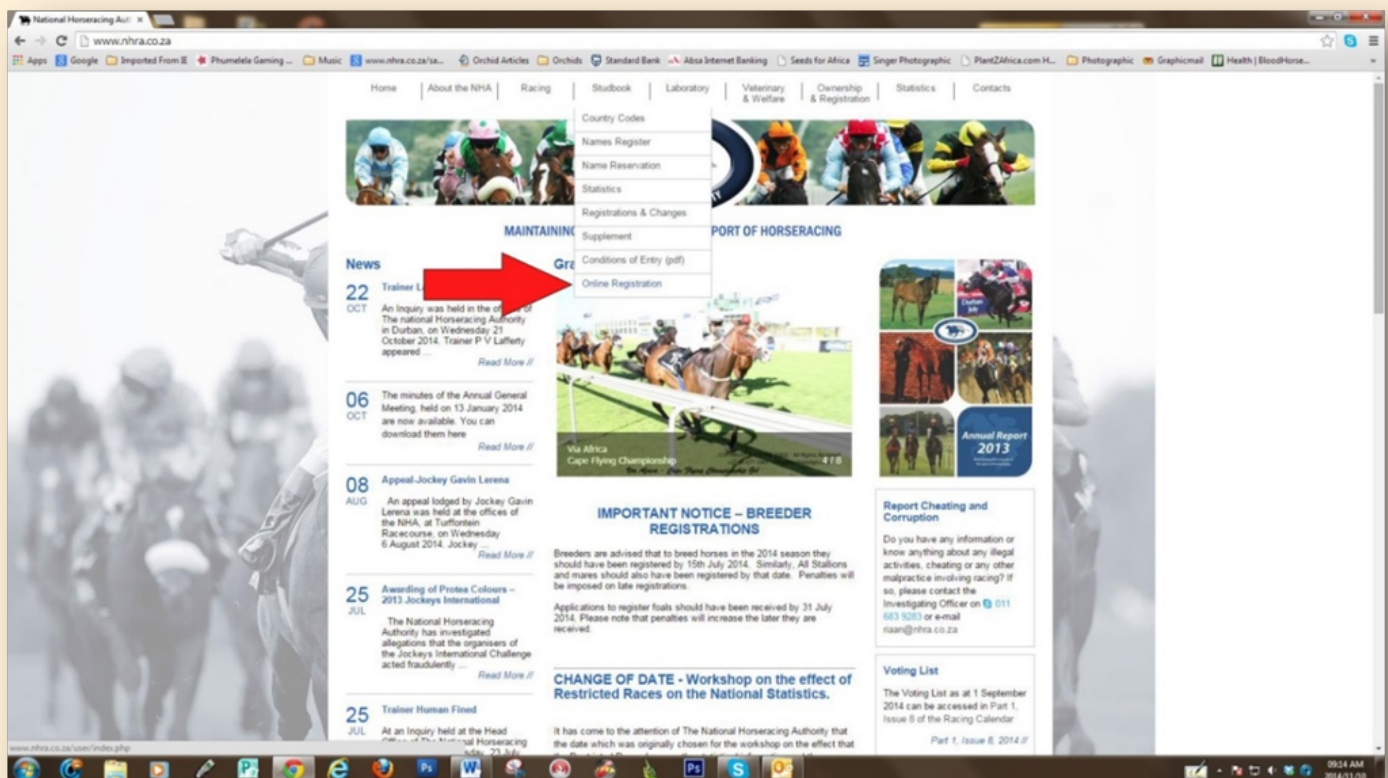


## THE NHA STUD BOOK ONLINE REGISTRATION USER MANUAL FOR BREEDERS

### Introduction

The NHA Stud Book Online internet registration system allows breeders to perform a number of transactions relating to registrations and notifications relating to their horses and coverings. Note: The system has a defined workflow in that certain transactions and registrations must be done before others. This makes it easier to record everything correctly. For example, before annual mare or stallion registration is submitted it must be made sure that all change of ownerships for the mares have been processed by Stud Book. Any mares or stallions for which a change of ownership form is not been processed will then not appear in the list of mares in the ownership of the particular breeder. Another example would be if a covering is not reported by a stallion owner in the list of monthly coverings. In this case the foal will not appear in the list of annual returns to be submitted by the mare owner. It is highly recommended to only run the Online system with the web browser Firefox and not Internet Explorer or Chrome.

### How to access the Stud Book Online System



Enter the National Horseracing Authority’s website, [www.nhra.co.za](http://www.nhra.co.za)

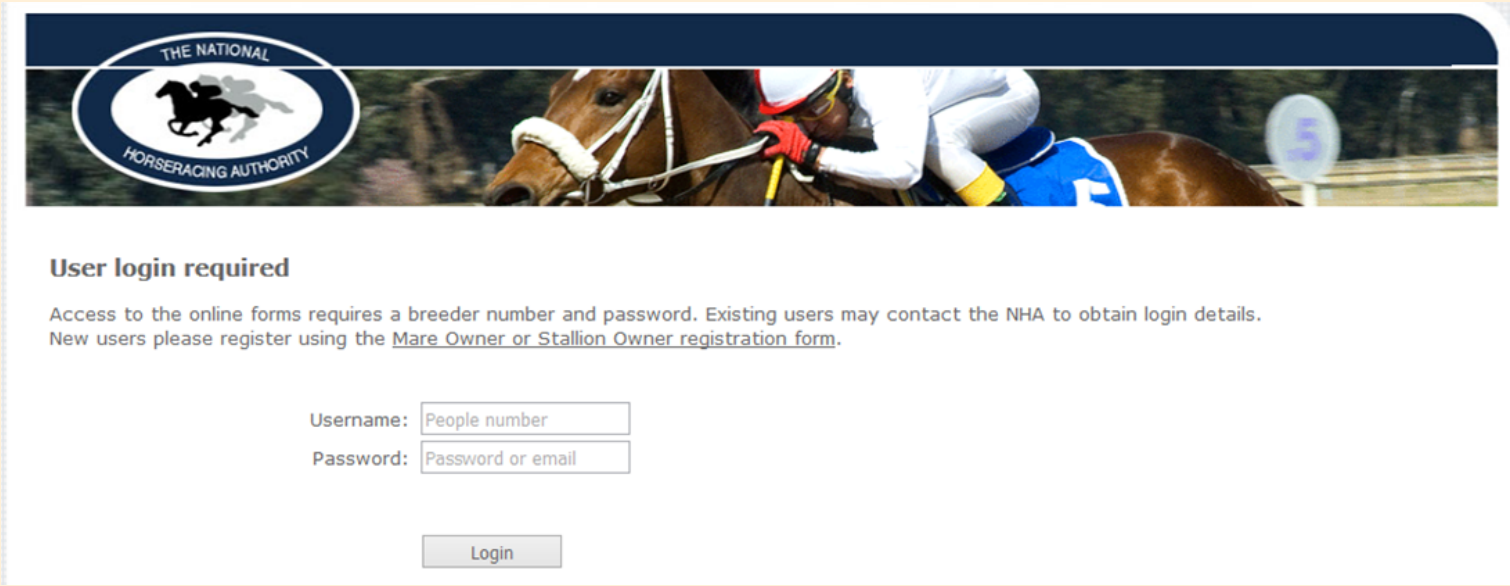
Once in the National Horseracing Authority’s website select the ‘Studbook’ menu item at the top of the page. When you hover over the menu item you will obtain a drop down menu.

In the drop down menu select the drop down menu item ‘Online Registrations’.

Each breeder/ stud farm requires a username and a corresponding password to enter an Online profile which will be created.

When the Online registrations item is selected a security window will be displayed.

New users must first register by completing the “Mare Owner or Stallion Owner registration form”.



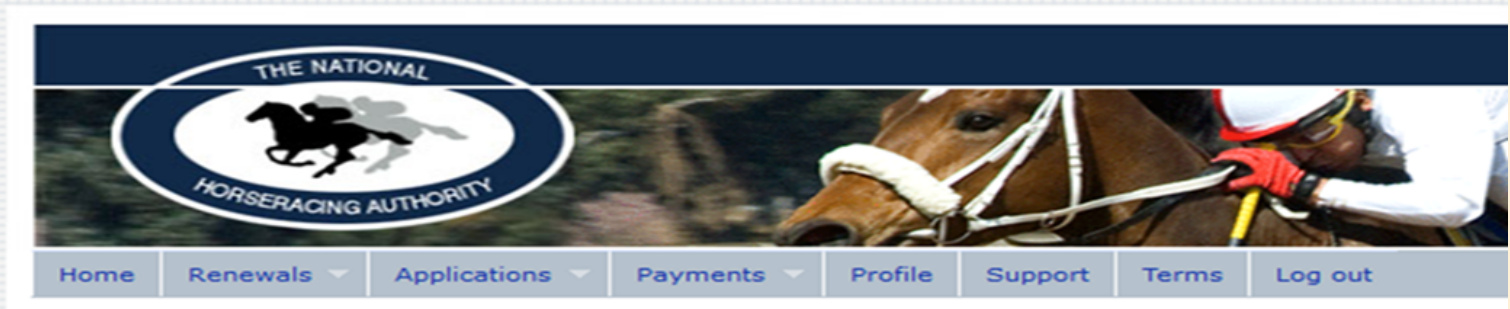
**User login required**

Access to the online forms requires a breeder number and password. Existing users may contact the NHA to obtain login details. New users please register using the [Mare Owner or Stallion Owner registration form](#).

Username:

Password:

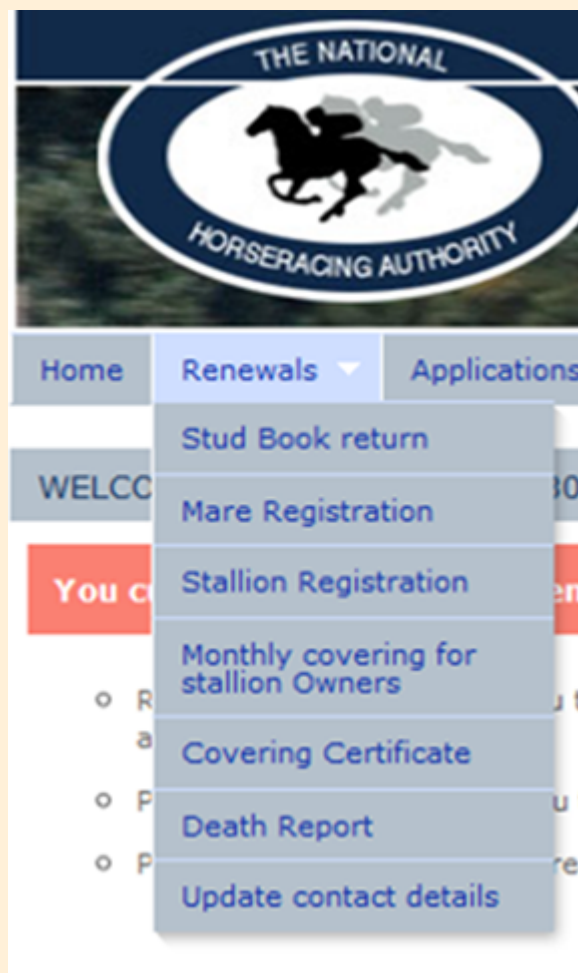
After this registration form has been submitted, a Username and Password will be issued by means of return email. In this window enter the Username and Password and login. Once logged in a new page will open as to indicate that your are now inside your own profile and user area.



[Home](#) [Renewals ▾](#) [Applications ▾](#) [Payments ▾](#) [Profile](#) [Support](#) [Terms](#) [Log out](#)

In the page called “Profile” please complete your details including your email address. Within this “Profile”page the Username and Password can be changed to your preference. As indicated there are menus for:

- Renewals – The actions below can be requested within this menu:



- Applications – Requests in Progress and Applications Completed can be requested and printed.
  - Payments – Pending Payments and Payments History can be requested and printed.
- bit of body text

| COMPLETED APPLICATIONS                           |                     |         |                  |
|--|---------------------|---------|------------------|
| Any completed applications will be listed below. |                     |         |                  |
| Form Name  | Date Submitted      | Ref     | Payment Required |
| Death Report                                     | 2017-02-22 09:04:02 | UFD-927 | No               |
| Stud Book Return                                 | 2017-02-21 09:40:40 | UFD-923 | Yes              |
| Mare Registration                                | 2017-02-21 08:52:21 | UFD-922 | Yes              |
| Mare Registration                                | 2016-06-15 11:40:55 | UFD-645 | Yes              |
| Stud Book Return                                 | 2016-06-15 11:21:02 | UFD-644 | Yes              |

| PAYMENT HISTORY  |                     |           |               |
|--|---------------------|-----------|---------------|
| Your online payment history will be listed below. Please note th |                     |           |               |
| Form Name  | Date                | Reference | Paid          |
| Death Report   | 2017-02-22 09:04:02 | UFD-927   | N/A           |
| Mare Registration  | 2016-06-15 11:40:55 | UFD-645   | Yes (Via EFT) |
| Stud Book Return   | 2016-06-15 11:21:02 | UFD-644   | Yes (Via EFT) |
| Stud Book Return   | 2014-11-25 12:38:55 | UFD-162   | Yes (Via EFT) |
| Studbook   | 2014-10-16 11:39:38 | UFD-160   | Yes (Via EFT) |