

## **GENERAL NOTICE- HORSE PASSPORTS**

A WEB FOLDER HAS BEEN CREATED TO HOUSE ALL BSPA APPLICATION, FORMS AND GUIDANCE NOTES RELATING TO PASSPORT APPLICATION, OWNERSHIP ISSUES & HORSE REGISTRATION & OVERSTAMPING AND TO EXPLAIN THE LEGAL FRAMEWORK FOR THE PASSPORT REGIME AND THE STATUTORY LIMITS FOR APPLICATION.

### **FOLDER CONTENTS:**

- ✓ PASSPORT APPLICATION FORM & GUIDANCE NOTE 2014
- ✓ HORSE I D SKETCH FORM & ADVICE TO VETS
- ✓ TRANSFER OF OWNERSHIP ADVICE SLIP
- ✓ DUPLICATE PASSPORT FORM
- ✓ DISSOLUTION OF JOINT OWNERSHIP
- ✓ PASSPORT USER INSTRUCTIONS

- ✓ BSPA GUIDANCE NOTES 2009 REVISED 2014
  - 1- DATA PROTECTION
  - 2- HORSE PASSPORT LEGISLATION & REGULATIONS
  - 3- PASSPORT & REGISTRATION INFORMATION SHEET
  - 4- ADVICE TO VETS RE BSPA SKETCH SHEET
  - 5- FEES AND CHARGES

- ✓ **TIMESCALES & OFFENCES:** (DEFRA RULES)

**STATUTORY LIMITS FOR APPLICATION:** Passports MUST be applied for within six months of birth or before 31/12 of year of birth. Whatever date occurs the latest.

**OFFENCES UNDER PASSPORT LEGISLATION:**

- “Any person who applies for a passport where one already exists is committing an offence”
- “Any owner who fails to apply for a passport within the statutory time limit is committing an Offence.”
- “Any person who takes ownership of an equine but does not notify the BSPA within 30 days is committing an offence.

**HUMAN HEALTH ISSUES:**

- Late applications- “When a Passport application is received outside of the statutory time limit the BSPA is obliged to immediately to sign Section II Part II and declare the equine is NOT intended for Human Consumption”.
- Duplicate Passports- “When an application is received for a Duplicate Passport document the BSPA is obliged to immediately sign Section IX Part II and declare the equine is NOT intended for Human Consumption”.

BSPA JANUARY 2014

## PASSPORT USER INSTRUCTIONS

BSPA passports are issued under current Passport Regulations and EU Commission decisions. It is a legal document and should be kept in a safe and secure way. **It is forbidden to alter, amend, or write on the Passport** (other than signature) or otherwise deface it. To do so renders it invalid and it must be returned to BSPA immediately.

1. **A horse may only hold 1 Passport.** It is for the life of the Equine and any changes to ownership or keeper details **MUST** be advised to BSPA and the document returned for amendment within 30 days. **It is an offence under Passport Regulations NOT to do this.** Current fees are notified on the website [www.bsponline.com](http://www.bsponline.com)  
**No equine name change** is permissible once the passport has been issued.
  2. The passport is issued to ensure that an Equine can be correctly identified and **MUST** accompany the equine at all times even when at livery/training/or on loaned/leased. It must be produced without delay when required by a **Competent Authority. Failure to comply is an offence under the Passport Regulations.**
  3. The Micro-chip Barcode is scanned into the passport document in section 1b
  4. **Passport Regulations** state that the Passport **MUST** be returned to the British Skewbald and Piebald Association **within 30 days** when there is: -
    - (a) **A change of ownership.** Under E U Passport legislation new owners are required to record their ownership with the BSPA within 30 days of acquisition. It is an offence not to do so. OR: -
    - (b) **The horse is deceased.** OR:-
    - (c) **Additional pages** are required or, security data is to be entered or any other substantial change to any of the recorded data is required.
    - (d) If the **passport is damaged** or defaced in any way.
    - (e) **If the passport is recalled by BSPA.**
- Passport security.** From 1 February 2014 all BSPA Passports will be printed on security marked paper, have a hologram applied & be sealed by unbreakable rivets.
5. If the Passport is lost, the loss should be notified to the BSPA immediately.
  6. Section II previously Section (IX) **Administration of Veterinary medication** if this has not been signed at ownership change then the BSPA is required under Passport Regulations to declare the Equine as **permanently excluded from the human food chain.**
  7. The Passport is not a deed of ownership. The document remains the property of BSPA and **MUST** be returned if so requested by BSPA
  8. **It is an offence under Passport Regulations to knowingly apply for a Passport if one is already in existence.**

When the equine is sold the Passport should be passed on to the new owner who should apply to the Society for ownership change using the 'Transfer of Ownership' form provided with the document (back pocket) or available on line at [www.bsponline.com](http://www.bsponline.com)

Registered office: BSPA Stanley House, Silt Drove, Tipps End, Welney, Cambs, PE14 9SL

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