

Annex D

National rules to be applied to Organisations applying to become a Passport Issuing Organisation, but who do not represent a specific breed (and so would not normally be dealt with under the terms of Commission Decision 92/353/EEC).

Applications must include details of –

Legal Personality.

1. Applications will only be accepted from organisations that are limited or public companies and registered with Companies House.

Audited Accounts.

2. In order for a judgement to be made about the financial soundness of an applicant company, applicants will be asked to produce audited accounts for the last three years.

Business Plan.

3. Applicants should produce a business plan for at least a three-year period and demonstrate –
 - The extent of their involvement in other areas of the horse industry.
 - A Mission Statement.
 - Provide details of names, main duties and relevant experience of Directors and Senior Officials of the company.
 - Their target market for horse passports and the number of a passports they envisage issuing in each of the three years.
 - Evidence that they accept applications for passport for all types of equines. If the organisation is limited to one breed or a particular type the application should be made under 92/353/EEC.
 - Price and anticipated turn around time for issuing passports.
 - A marketing and publicity plan for the above with appropriate figures.
 - The procedures for authorisation and signing of the silhouette in the passport.
 - Plans to provide a satisfactory level of service to horse owners when the bulk of horses have passports, and passports are usually only issued for foals and imported horses.

General requirement to operate efficiently.

4. Satisfy the Welsh Assembly Government that they can operate the same efficiency standards as other Passport Issuing Organisations - as detailed in Annex A.

Assessment of Applications

5. The above sets out the minimum information that must be provided before the Welsh Assembly Government will consider any applications. There is no commitment on behalf of the Welsh Assembly Government to recognise any such organisation if they meet the above requirements. All applications will be considered in light of the circumstances prevailing at the time, including whether there is considered to be a need for another Passport Issuing Organisation, and any policy advice given to the Welsh Assembly Government by any outside experts or organisations.

**Office of the Chief Veterinary Officer
Welsh Assembly Government
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