

DESIGNATION AS A RECOGNISED BREEDERS' ORGANISATION

Appendix 1 - Application for Designation as a Recognised Breeders' Organisation under section 78 of the *Companion Animals Act 1998*

Instructions: Please tick box to indicate insertion or attachment of required information

Organisation information

	Applicant use	Office use
1. Name of organisation seeking designation (as it will appear in the NSW Government Gazette if your application is successful)	<input type="checkbox"/>	<input type="checkbox"/>
2. Australian Company Number or Incorporated Association Number (Attach proof of registration with Australian Securities and Investments Commission or NSW Registry of Co-operatives & Associations)		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. Registered address of organisation if it is a company or official address if it is an incorporated association (Must be a physical address)		
	<input type="checkbox"/>	<input type="checkbox"/>
4. Address of principal place of business of organisation (Must be a physical address)		
	<input type="checkbox"/>	<input type="checkbox"/>
5. Email address of organisation		
	<input type="checkbox"/>	<input type="checkbox"/>
6. Name of contact person for entry on public register (This information and the information referred to in sections 7, 8 & 9 below will be published on the register of designated recognised breeders' organisations on the OLG website as a means for members of the public to contact the organisation.)		
	<input type="checkbox"/>	<input type="checkbox"/>
7. Position of contact person in organisation		
	<input type="checkbox"/>	<input type="checkbox"/>
8. Telephone number for contact person (business hours)		
	<input type="checkbox"/>	<input type="checkbox"/>
9. Email address for contact person		
	<input type="checkbox"/>	<input type="checkbox"/>

Supporting information to be provided

	Applicant use	Office use
10. Address of contact person given in 6 above (This must be a residential address, not a PO Box number. It will not be published on the OLG website)	<input type="checkbox"/>	<input type="checkbox"/>
11. Organisation's history (for example, circumstances leading to its establishment, establishment date, significant achievements to date)		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
12. Organisation's constitution and statement of objects and rules or other document/s demonstrating the framework under which it operates		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
13. Copy of the organisation's code of practice relating to the breeding of cats or dogs, with which breeder members must comply		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
14. Copies of the organisation's policy and procedures for monitoring and enforcing breeder members' compliance with its code of practice, and for managing complaints		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
15. Copy of proof of membership provided to breeder members on approval or renewal of membership (for example, a card or letter indicating breeder member status)		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
16. Number of breeder members with current valid membership and number of non-breeder members with current valid membership		
	<input type="checkbox"/>	<input type="checkbox"/>
17. Details of services provided to breeder members, other members and to the general public (if applicable)		
<i>Attach</i>	<input type="checkbox"/>	<input type="checkbox"/>
18. Other organisations with which your organisation is affiliated. Please list (if any)	<input type="checkbox"/>	<input type="checkbox"/>

19. Has your organisation or any of its directors, officers or staff ever been convicted of an offence under any of the following legislation or their equivalent in other jurisdictions?	Circle YES or NO	Office use
<i>Animal Research Act 1985 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Biosecurity Act 2015 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Companion Animals Act 1998 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Exhibited Animals Protection Act 1986 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>National Parks and Wildlife Act 1974 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Non-Indigenous Animals Act 1987 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Prevention of Cruelty to Animals Act 1979 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Prevention of Cruelty to Animals (General) Regulations 2006 (NSW)</i>	YES / NO	<input type="checkbox"/>
<i>Prevention of Cruelty to Animals Regulations 2012 (NSW)</i>	YES / NO	<input type="checkbox"/>
Any equivalent Commonwealth, State or Territory or other country's legislation	YES / NO	<input type="checkbox"/>
An offence committed in New South Wales for which the penalty is imprisonment for two or more years or any equivalent offence committed outside New South Wales	YES / NO	<input type="checkbox"/>
If you answered YES to any of the above, please provide full details, including the nature of the offence, the penalty imposed and the date of the conviction. Please indicate below if you have also provided an attachment.		
Details:		<input type="checkbox"/>

The information provided in and with this application will be held by the Office of Local Government. It will be used to assess the suitability of the organisation for designation as a recognised breeders' organisation under section 78 of the *Companion Animals Act 1998*. You have the right to request in writing access to information held about your organisation and, where appropriate, the correction of any details.

The statutory declaration below must be made by the organisation's authorised representative after reading and ensuring compliance with all requirements for designation set out in the Guidelines for Approval as a Recognised Breeders' Organisation under section 78 of the *Companion Animals Act 1998*. Once signed and dated, this declaration must be returned with the completed application form and attachments.

Statutory Declaration

OATHS ACT 1900, NSW

I,, do solemnly and sincerely declare

[full name of declarant]

that

1. I am of

[position in organisation]

[name of organisation]

2. I have read and understood the requirements for designation as a recognised breeders' organisation under section 78 of the *Companion Animals Act 1998* set out in the *Guidelines for Designation as a Recognised Breeders' Organisation*,
3. I confirm that the organisation complies with and will continue to comply with the requirements for designation set out in the Guidelines,
4. I understand that failure to comply with any of the requirements may result in the designation being revoked,
5. I declare that the information provided on, and in attachments to, this form is accurate,
6. I undertake to advise the Office of Local Government of any change to the information provided in the application within 14 days of the change, both during the application process and during the currency of the designation and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the *Oaths Act 1900*.

Declared at: on

[place]

[date]

.....
[Signature of declarant]

in the presence of an authorised witness, who states:

I,, a

[name of authorised witness]

[qualification of authorised witness]

certify the following matters concerning the making of this statutory declaration by the person who made it:
*[*please cross out any text that does not apply]*

1. *I saw the face of the person OR *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification¹ for not removing the covering, and
2. *I have known the person for at least 12 months OR *I have confirmed the person's identity using an identification document and the document I relied on was

.....
[describe identification document relied on]

.....
[signature of authorised witness]

.....
[date]

¹ The only "special justification" for not removing a face covering is a legitimate medical reason (at September 2018)