

## PROCEDURE TO FOLLOW WHEN APPLYING FOR AN INSPECTION

### 1. YEARLY INSPECTIONS

- 1.1 The Nguni office yearly sends out a standard annual inspection application form.
- 1.2 Breeders must complete this form and return it to the office.
- 1.3 The closing date for inspection applications is 30 September of every year.
- 1.4 The Nguni office then sorts these inspection applications into their relevant areas.
- 1.5 At the Nguni Society's AGM during the inspector refresher course these forms are then handed out to the respective area inspection coordinators.
- 1.6 The coordinators then sort the applications for their area and share them amongst the senior inspectors in a given area.
- 1.7 This is normally on a basis of which breeders are closest to the respective senior inspector.
- 1.8 The coordinator also supplies the senior inspector with names and contact numbers of junior inspectors they can use to assist with inspections. The area coordinator therefore has to know which inspectors are current or not.
- 1.9 The senior inspector then contacts the breeders that have been allocated to them to arrange a suitable date for the inspection to take place.

### 2. SPECIAL INSPECTIONS

- 2.1 A breeder requiring a special inspection must apply in writing to the Nguni office by completing a special inspection application form.
- 2.2 An application for a special inspection will cost R1 000-00 (excluding VAT) as well as R4-00 (excluding VAT) per km and R60-00 (excluding VAT) per hour for the inspectors performing the special inspection. The application fee of R1 000-00 (excluding VAT) is payable in advance and proof of payment must be sent to the office together with the completed application for special inspection form.
- 2.3 Once this application has been approved the office will forward it to the relevant area coordinator who will make arrangements for the inspection to be done.

### 3. SALE SCREENINGS INSPECTIONS

- 3.1 The Nguni office will contact the national or area coordinator to arrange inspectors for sale screenings.
- 3.2 Once the sale screening inspection has been completed the senior inspector must ensure that all the relevant documentation is sent to the Nguni office as soon as possible.

### 4. BREEDER RESPONSIBILITY

- 4.1 It is the breeder's responsibility to present the Logix inspection list of the animals that needs to be inspected to the inspectors. The Logix inspection list must be supplied to the inspectors in triplicate. Failing this the animals that needs to be inspected must be completed in an inspection book.
- 4.2 First registration animals must be completed in an inspection book.

**PLEASE TAKE NOTE THAT NO BREEDER MAY ARRANGE THEIR OWN YEARLY INSPECTION,  
SPECIAL INSPECTION OR SALE SCREENING INSPECTION**