



UK BROWN SWISS

Membership Handbook



Updated: January 2026

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www.brownswiss.org

BROWN SWISS CATTLE SOCIETY OF THE UK
MEMBERSHIP HANDBOOK JANUARY 2026

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1 BROWN SWISS CATTLE SOCIETY OBJECTIVES:

Registered as a Charitable Incorporated Organisation (CIO) on the 10th July 2024, the Brown Swiss Cattle Society of the UK (BSCS) was first established in 1975 and has the following objectives:-

- *To encourage, promote and improve the breeding of Brown Swiss Cattle in the United Kingdom (England, Scotland, Wales and Northern Ireland)*
- *To compile, keep, maintain, edit, issue and publish a Herd Book of recognised and pure-bred Brown Swiss cattle and a register or registers supplementary thereto of other recognised and qualified cattle for breeding purposes – provided by the NBDC.*
- *To complete records and statistics relating to Brown Swiss cattle in the UK to promote and educate on the strengths of the breed for dairy production.*
- *To promote, organise, manage and hold or participate in the holding of shows and auctions and other sales of pedigree Brown Swiss cattle, including assisting in the arrangement of classes of Brown Swiss at any shows as required.*
- *To investigate, adjudicate upon, or otherwise determine or settle, cases of doubtful or suspected pedigrees of Brown Swiss and other disputes or questions relating to or connected with Brown Swiss cattle or members of the Society.*
- *To consider and promote or oppose legislation affecting the interests of cattle breeders.*
- *To publish and issue regular correspondence to the Society members through the breed journal, newsletters, or electronically.*
- *To invest the moneys of the Society not immediately required for its purposes in or upon such investments, securities or property as may be thought fit.*

2 SOCIETY DETAILS & GOVERNANCE

I) REGISTERED OFFICE DETAILS

THE BROWN SWISS CATTLE SOCIETY (UK)

Society Administrator: Sarah Liddle

Rose Cottage, Little Fencote, Northallerton, North Yorkshire, DL7 0RR

Tel: 07710 795585

Email - office@brownswiss.org

www.brownswiss.org

Registered in England No: 1122054

Registered Charity No: 266143

2 SOCIETY DETAILS & GOVERNANCE

The Brown Swiss Cattle Society (UK) is governed by the CIO constitution as accepted by the membership on the 10th July 2024. A copy of the full CIO constitution is available to download from the Society website; www.brownswiss.org or a paper copy can be requested from the Society office.

A brief outline of the Society structure, governance and operation is outlined in this section:

ii) Brown Swiss Society general particulars

- *The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so.*
- *The income and property of the Society shall be applied solely towards the promotion of the objects of the Society.*
- *None of the income or property of the CIO may be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the Society.*
- *If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.*
- *The number of members with which the Society proposes to be registered is unlimited.*

iii) Brown Swiss Council of Trustees

The Brown Swiss Cattle Society (UK) is managed on behalf of the membership by a Board of Trustees (Brown Swiss Council), the trustee's all volunteer their time for the benefit of the membership, the Society and the Brown Swiss breed.

The constitution states;

- *there must be a minimum of 3 trustees and the maximum number of charity trustees is 12 and to be eligible to become a trustee the person must be a fully paid up member of the Society holding a full membership. Trustee's must be over the age of 16.*
- *Trustee's are generally appointed at the Annual General Meeting (AGM) each year, where one-third of the charity trustees shall retire from office (A trustee's role generally is a three year term, with the option to be re-appointed at the end of the three years.)*
- *Any vacancies on the board of trustees may be filled by the decision of the members at the annual general meeting, and if vacancies are still available the charity trustees may at any time decide to appoint a new charity trustee.*
- *Retirement and removal of charity trustees is outlined in section 15 of the CIO constitution.*
- *The charity trustees must keep minutes of all: (1) appointments of officers made by the charity trustees; (2) proceedings at general meetings of the CIO; (3) meetings of the charity trustees and committees of charity trustees including: the names of the trustees present at the meeting, the decisions made at the meetings, and where appropriate the reasons for the decisions; (4) decisions made by the charity trustees otherwise than in meetings.*
- *The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of*

statements of accounts, and to the preparation of annual reports and returns. The statements of accounts, reports and returns must be sent to the Charity Commission.

- The trustees shall keep accounts/records of; all sums of money received and expended by the Society and the matters in respect of which such receipts and expenditure take place; all sales and purchases of goods by the Society; and the assets and liabilities of the Society.*
- The charity trustees may from time to time make such reasonable and proper rules or bye laws as they may deem necessary or expedient for the proper conduct and management of the CIO.*

iv) Meetings

Annual General Meetings;

- There must be an annual general meeting (AGM) of the members of the CIO, and AGMs must be held at intervals of not more than 15 months, all members of the Society are invited to attend.*
- The AGM must receive the annual statement of accounts (duly audited or examined where applicable) and the trustees' annual report, and must elect trustees as required.*
- Any general meeting called by the charity trustees at the request of the members of the CIO must be held within 28 days from the date on which it is called.*
- Notice of general meetings - The charity trustees must give at least 14 clear days notice of any general meeting to all of the members of the Society. Along with the notice for the AGM, the annual statement of accounts and trustees' annual report, details of persons standing for election or re-election as trustee should be issued to all members.*
- The quorum for general meetings shall be the greater of 5% or 7 members of the Society.*

iv) Voting rights of members

Members of the Society should be aware of the following:

- Any decision other than one falling within clause [10(4)] of the Constitution shall be taken by a simple majority of votes cast at the meeting.*
- Every member holding a valid full membership of the Society has one vote.*
- Members eligible to vote are also able to submit a proxy vote prior to the meeting.*
- Any corporate body holding a full membership of the Society may authorise a person to act as its representative at any general meeting of the CIO, but is also only intitled to one vote.*
- A resolution put to the vote of a meeting shall be decided on a show of hands, unless (before or on the declaration of the result of the show of hands) a poll is duly demanded. In the event of an equality of votes, whether on a show of hands or on a poll, the chair of the meeting shall have a second, or casting vote.*

3 MEMBERSHIP:

Membership is generally for breeders of pedigree or commercial cattle, farmers, and persons concerned or interested in agriculture or cattle breeding.

Membership of the Society is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members as set out.

A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated.

Every application for Membership shall be made in writing in such form as the Council (charity trustee's) shall from time to time prescribe or approve, and the admission to Membership shall be at the discretion of the Council, who shall notify the applicant of their decision within 21 days.

Every member shall pay to the Society in advance an annual subscription for the year, which may from time to time be fixed/alterd by the Council and is payable on the 1st day of February in every year.

i) Membership types

Adult Full Membership:

This subscription covers an adult member who joins the Brown Swiss Cattle Society and has a prefix to register calves.

The representative adult member is entitled to one vote, young members over the age of 18 are also allowed to one vote.

Only one representative member is recorded, a trading title can be registered on the membership form and will show all correspondence. Members are either individual or corporate members. The distinction being, that only limited companies (or PLCs) are corporate and everything else is individual.

A member can only be a representative member of one membership prefix.

Copies of the annual Breed society magazine The Brown Swiss Chimes, AGM information and e-newsletters are normally sent automatically to all members, ***please note it is the responsibility of and the onus is on the member to ensure the office have the up to date and correct contact details and current email address, and to notify the office if or when any changes occur.***

Prefix registration - A prefix must be made up of no more than sixteen letters, no spaces, dots or dashes within a prefix. All new prefix applications must be approved by council.

If a member resigns their membership, their prefix is kept in their name for a minimum of 10 years and cannot be used by another member unless the original owner of the prefix has supplied written confirmation allowing the transfer of their registered prefix to a new person.

Full Members are entitled to access all Brown Swiss Cattle Society services, and will be issued with login details including a PIN number, to access the online services available.

Adult Associate Members - Anyone who does not register calves can apply to be an Associate Member of the Brown Swiss Cattle Society. Associate Members are entitled to all correspondence from the Society including The Chimes and Newsletters and are welcome to attend any Society events. Associate members are not eligible to vote in meetings.

Youth membership – all young people representing or competing in National competitions or on behalf of the Brown Swiss Cattle Society in competition must be registered young members

(under the age of 26) with the Society. There is not a cost associated with this unless the member wishes to have a prefix or register cattle, in which case a full adult membership is required. This is to ensure that the office has contact details and is legally compliant and in the hope that the young people will ultimately develop and nurture a genuine interest in the breed.

ii) Accounts and annual fees

Annual membership subscriptions for the year are payable on the 1st day of February in every year. Membership fees to the Society are set by the charity trustees.

Any accounts that are not settled in full within 3 months of invoice date will be suspended, with a cessation of all society services and registrations, unless contact is made with the office to discuss.

Entry to all competitions from Production awards, All Breeds All Britain Calf Show, All Britain awards, acknowledgement in show results as well as classifications and registrations will not be eligible to members in arrears.

Anyone who has not paid their annual subscription for three successive years will be automatically resigned and cease receiving all Society correspondence, these members will not be eligible to rejoin unless agreeable to council.

iii) Termination of membership

A member shall cease to be a member of the Society and their name shall be removed from the Register of Members accordingly if:-

- *the member dies, or, in the case of an organisation (or the representative of an organisation) that organisation ceases to exist; or*
- *the member sends a notice of resignation to the charity trustees; or*
- *any sum of money owed by the member to the CIO is not paid in full within six months of its falling due; or*
- *the charity trustees decide that it is in the best interests of the CIO that the member in question should be removed from membership, and pass a resolution to that effect.*

Before the charity trustees take any decision to remove someone from membership of the CIO they must:

- *inform the member of the reasons why it is proposed to remove him, her or it from membership;*
- *give the member at least 21 clear days notice in which to make representations to the charity trustees as to why he, she or it should not be removed from membership;*
- *at a duly constituted meeting of the charity trustees, consider whether or not the member should be removed from membership;*
- *consider at that meeting any representations which the member makes as to why the member should not be removed; and*
- *allow the member, or the member's representative, to make those representations in person at that meeting, if the member so chooses.*

4 REGISTRATIONS:

i) How to register an animal

All registrations and applications for passports must be submitted either by Telephone using the TeleReg system or over the internet using WebReg accessed through the National Bovine Data Centre (NBDC) website.

To register animals by either method members will require their PIN number.

New members are issued with a guidance sheet on how to complete registrations as part of their welcome pack.

Details required for registering an animal:

1. Ear Tag Number of the Calf
2. Are you applying for a Passport?
3. BCMS Breed Code (The Brown Swiss Breed Code is 31)
4. Date of Birth and calving details
5. Sex of Calf
6. Service details eg Artificial Insemination/Natural Service/Embryo Transfer
7. AI date (if applicable)
8. Embryo Transfer Number/Receptient Dam's Eartag number (if applicable)
9. Twin/Triplet?
10. Name of Sire
11. Sire's Herdbook Number
12. Full Name of Dam
13. Dam's Herdbook Number
14. Dam's Eartag Number
15. Name of Calf
16. Line Number if known

ii) Rules regarding registrations

- Male and Female registrations must take place **before the 45th day of birth**, between the 45th – 60th a late administration fee is charged. Any registrations over 60 days incur a further higher level late administrative fee.
- If applying for a Passport, the application must be received within 14 days or less from birth.
- All male and ET calves must now be DNA parentage checked before they will be accepted into the Herd Book.
- The pedigree status of an animal will not be changed retrospectively except under extraordinary circumstances and at the Society's discretion.
- For any animal to be eligible for inclusion in the Society herd book it must be sired by a FULL PEDIGREE Brown Swiss Sire already registered in the herd book.
Members should make sure that any A.I. semen (before purchasing from AI companies) or any bull used in their herd is registered in the UK Brown Swiss herd book – this can be done by ringing the office or checking at www.nbdc.uk and selecting animal search, Brown Swiss and then entering his name or herd book number.
- Any animals with queries over the registration details will be held on suspense until the member has provided the information required.
- The BSCS Council has the right to suspend or rescind membership if rules of herdbook are breached – council reserve the right to use their discretion and implement disciplinary procedures if needed (covered in later section under disciplinary procedures).

iii) Supplementary register – ASR & BSR's

As soon as a female calf is born that is sired by a registered Brown Swiss sire the resulting animal can be graded up to full pedigree over successive generations as long as each calf is sired by a Brown Swiss registered bull, after three generations an animal graduates from the supplementary register going from ASR, to BSR and finally attaining full pedigree status as explained below:

The Female Supplementary Section is divided into two sections: Class A (ASR) and Class B (BSR). The following describes the required criteria for registration:

Class A: For a female animal to qualify for registration as an ASR it must be sired by a Brown Swiss male from the main section of the herdbook. In this instance it's dam may be either unregistered or unknown.

Class B: A female eligible for registration as a BSR, must have an ASR dam and must be sired by a Brown Swiss male from the main section of the herdbook.

Progeny from BSR females, sired by a Brown Swiss male from the main section of the herdbook are then eligible to be entered in the herd book as FULL PEDIGREE.

iv) Passport applications

If applying for a Passport at the time of registration, the application must be received within 14 days or less from birth.

Members wishing to apply for passports alongside registrations must have completed a Passport Application Authorisation Form and submitted it to the Society/NBDC.

v) Paperless registrations

From the 1st July 2019, all Brown Swiss Cattle Society UK members will have to opt-in to receive the paper copy of the certificate.

Pedigree certificates are available to download from the National Bovine Data Centre website: <https://nbdc.uk/member-login/> Members can login using their prefix and PIN and follow the instructions to generate pedigree certificates and then view/print them from there at no cost to either the member or the Society

If members would like to receive a paper certificate, they will have to contact the office to arrange this. There is an additional charge to receive the paper certificate.

5 WHOLE HERD GRADE UP'S

Brown Swiss Cattle Society UK offers a grading up procedure to enable members with non-pedigree animals to start the process to become pedigree. The member will be asked to sign a declaration at the start of the Whole Herd Grade Up to verify that the animals entered are not under any DEFRA movement or compulsory slaughter restrictions.

A Whole Herd Grade Up offer is open to all members with non-pedigree animals, irrespective of numbers. Only one application per person, so it is important that all non-pedigree animals are applied for.

6 PARENTAGE TESTING

i) Random DNA testing:

Maintaining the integrity of the Herd Book is of the highest priority and there are various checks made during the registration process to keep the authenticity of the Herd Book, one of which is to have the right if and when deemed necessary to randomly test cattle to validate parentage.

This is carried out by random DNA testing and is completed at the Society's expense.

The same member will not be chosen twice within any nine-month period.

The representative of the Brown Swiss Cattle Society is allocated a list of animals to be tested.

They will arrange to visit the breeder and take a sample of DNA from the calf and if required from the dam and sire.

Females selected for testing will be those born in the last three months, sired by either AI bulls or natural service sires. BSR calves may be tested if the dam is alive.

If an animal is selected for a random DNA test which cannot be tested, as either the calf or dam has died, the test for this animal is cancelled and another animal in the same herd is selected for a random test.

The DNA samples will be returned to the Brown Swiss Cattle Society UK to be sent to the appropriate laboratory.

If a positive result is returned, the DNA number from the laboratory is entered on the Society database and will be printed on the animals' certificate.

If the result is negative the member will be contacted to check that the correct parentage has been given, and the animal re-tested. If the result is again negative the registration is cancelled. It will then be necessary to initiate the request of another DNA test for the next calf registered by that member.

ii) DNA parentage testing

The society requires the following testing before the subsequent animals can be fully registered in the Brown Swiss Society herdbook – until the relevant testing is complete and provided to the office the animal will remain in suspense. Neogen are the preferred supplier of parentage testing but members may use other suppliers as long as the test results are provided to the office.

a) Male Calves

All Male calves born must undergo a DNA full parentage check before being registered. The calf, sire and dam must all be tested. Members pay for the DNA testing of the calf, dam and sire (if they have not already been tested, if they have it must be of a comparable test either all by the older microsatellite method or the preferred SNP test). If a bull calf cannot be fully parentage checked, the calf cannot be registered with the Brown Swiss Cattle Society UK.

b) ET Calves

All ET calves must be DNA parentage checked before being registered. The calf, sire and dam must be tested. If the ET calf is not parentage checked, the calf **cannot** be registered with the Brown Swiss Cattle Society UK. The member pays for the calf, sire and dam to be DNA tested where needed. All ET Donor dams need to be DNA tested at the time of flushing – particular attention is drawn to this as calves cannot be registered from dams that have died since they were flushed. Furthermore members who purchase foreign embryos or embryos from other UK breeders must make sure they have access to the dams test results so any resulting calves can in due course be registered. It is the responsibility of the member buying or implanting embryos to make sure the relevant paperwork is available and correct.

Please note: ET CALVES AND GENOMIC TESTING OF ALL EMBRYO TRANSFER CALVES
(where the embryos were collected after 1/1/22) and submitted for registration in the UK

Herd Book these calves are required to have their parentage confirmed by DNA profiling. After the embryos have been collected, members should ensure the ET1 form is forwarded to the Society immediately, with updates of implanting frozen embryos or sales using the ET2 form submitted in due course. On receipt of the ET1 Form, BSCS will then dispense a DNA kit to the owner of the embryo dam which we would advise be returned at the earliest opportunity to avoid difficulties should the ET donor dam leave the herd without being DNA profiled. The embryo animal will be held on registration suspense until the DNA of the Dam is recorded with BSCS and the embryo's parentage has been confirmed. The onus is on the member and anyone purchasing embryos to make sure all samples and paperwork is present and correct.

c) Mixed up calves at birth

If two calves are born and the breeder is not sure which calf is out of which dam, the calves need to be DNA full parentage checked before being registered with the Brown Swiss Cattle Society UK. Both calves and both dams and any sires, not already DNA tested, need to be tested. The member pays for each animal to be DNA tested.

d) Two possible sires

If a cow has been served by two different bulls, less than 21 days apart, or has been running with two different bulls, all subsequent calves need to be DNA full parentage checked. The calf and dam need to be DNA tested, as well as checking against the sire profile (for both AI sires or natural service sires). The member would pay for each animal that needs to be DNA tested, but not the sires if they are AI sires.

e) Mixed semen

If a calf is born from mixed semen of several different bulls of the same breed, the resulting calf will have to be DNA full parentage checked before being registered. The calf, sire and dams will need to be tested. A list of all sires used will need to be given when the calf is born so that the DNA lab can check to see which sire is the correct sire of the calf. Please note that the lab must have a DNA profile of the dam, in order to find the correct sire when multiple sires are used. The member would have to pay for each animal to be DNA tested.

7 TYPE CLASSIFICATION

i) The classification system

Type Classification provides an independent assessment of cows in your herd reviewing the strengths and weaknesses to enhance longevity, health and welfare. It provides an overall classification score for your heifers and cows, which can substantially increase their value. Brown Swiss Cattle Society uses the NBDC Type Classification Scheme which currently evaluates over 130,000 dairy and beef animals every year. The NBDC classifiers operate an internationally recognised appraisal system which is used by the AI industry in the British Isles to provide reliable type proofs.

Linear assessment involves the measurement of 27 individual traits on a scale of 1-9, describing the degree of the trait rather than its desirability. **The traits are as follows:**

Mammary (40%)	Feet & Legs (30%)	Dairy Capacity (10%)	Rump (10%)	Dairy Character (10%)	Management
Udder Depth	Foot Angle	Stature	Rump Angle	Ribs Structure	Temperament
Udder Texture	Rear Leg Side View	Body Depth	Rump Width		Milking Speed
Udder Support	Rear Leg Rear View	Chest Width	Loin Strength		Condition Score
Fore Udder Attachment	Bone quality	Height at Front End	Thurl Position		
Front Teat Placement	Front Feet Orientation				
Rear Udder Height	Locomotion				
Rear Udder Width					
Front Teat Length					
Rear Teat Length					
Rear Teat Placement					
Teat Position Side					
Udder Tilt					

To see a description of each trait classified for dairy cows download the [NBDC Dairy Cattle Type Classification Guide](#) from the NBDC website www.nbdc.uk.

Classification involves the appraisal of an animals in comparison to the ideal. An overall score and grade are awarded, according to **the following scale:**

Final Linear Score	Final Grade
90-97	Excellent (EX)
85-89	Very Good (VG)
80-84	Good Plus (GP)

Final Linear Score	Final Grade
75-79	Good (G)
65-74	Fair (F)
50-64	Poor (P)

A similar score and grade are awarded to each of the five areas of the cow – mammary, feet & legs, dairy capacity, rump and dairy character. Then the final score is calculated from the individual score of these five assessments.

The maximum Final Score attributed to an animal depend on its number of calving:

Parity	Final Score
1st Calver	88 points
2nd Calver	89 points
3rd Calver	93 points
4rd Calver +	97 points

The NBDC Classification Team assess 20 breeds of cattle across the UK and Channel Islands. In each case, the service offers the potential to substantially increase the value of your herd. The Classifier **does not require you to** wash or clip the animals, lead them on a halter, show them full of milk.

NBDC classifiers operate an internationally recognised appraisal system which is used by the AI industry in the British Isles to provide reliable type proofs.

ii) Eligibility of animals for classification

To be eligible for linear assessment and classification, a heifer or cow must:

- *Be in milk*
- *Be registered in the herd book. Non-pedigree cattle must be graded up before inspection.*
- *Have calved no longer than 18 months at the time of inspection.*
- *It is possible to classify the animal twice in the same lactation providing the inspection takes place 60 days apart during a routine or special visit. However, an animal scoring excellent cannot then earn a further multiple excellent during the same lactation. Multiple excellent can only be earned in subsequent lactations.*

Animals eligible for classification include:

- *All heifers that have calved for the first time since the previous visit should be put forward for inspection. (All first calved heifers that are on the holding but not scored will require a valid reason for not scoring or they may be ineligible for scoring in a later lactation).*
- *All first calved cattle brought into the herd since the previous visit and not already classified can be put forward.*
- *Cattle already classified that are considered to merit a higher score can be inspected.*

Please also note:

- *Classification fee's can be found on the list of the Society's Fees.*

- *A cancellation fee will be charged unless the type classification department is notified more than 3 working days before the proposed date of inspection*
- *Cattle must at all times be presented in natural condition. Should the inspecting classifier be of the opinion that this is not the case, they may decline the classification or linear assessment of the animal.*
- *The member and/or their representative must be present at the time of inspection, and the cattle readily available for the classifier at the premises stated in the application.*
- *Cattle inspections will only be carried out on hard standings.*
- *Cattle will be identified by the ear tag or from the herd book number on the registration certificate.*
- *After inspection, a copy of the classifier's report on each animal can be issued on farm.*
- *Cattle can be re-inspected after 60 days.*
- *And finally... The decision of the classifier is final.*

If you would like to book a classification visit please contact either the Society office or NBDC.

8 SOCIETY AWARDS & COMPETITIONS

i) All Britain Awards

The All Britain Photographic Competition will be run in the Winter/Spring following the annual calendar year of contest (show season), ie the 2025 All Britain Awards will be open for entry early in 2026, with members notified of the closing date by enewsletter, on facebook and via the website.

The entries will be judged by a panel of three to include an International Brown Swiss breeder, a UK Brown Swiss National judge and another respected UK judge who is acknowledged as a judge by the BSCS council.

Members must supply the following information to the office before the designated closing date:

- The category the animal is to be entered in,
- A photograph of the animal being entered, taken while in the category she is entered in.
- The date the photograph was taken (which must be in the correct calendar year)
- The name and address of owners as you wish it to appear in results,
- The name and address of breeder as it is to appear in results,
- Full name of entry animal as it appears on her pedigree including classification score at that time, Pedigree registration number, Date of birth and Number of calvings were applicable (senior cows).

To be eligible for entry an animal must be registered with the Brown Swiss Cattle Society UK and owned by a fully paid up member of the Society and not in arrears with the Society.

It is the responsibility of the owner to ensure that all the relevant and correct information is supplied with the entry.

Animals may be entered in more than one category provided the photographs were taken in correct calendar year and while in the relevant category.

Photographs must be side on profile, grazing shots etc will not be accepted. Except for Scenic photo.

Photograph must show the animal as the same age, year and stage of lactation as the category she is entered in.

If it is deemed that there are insufficient entries in any one category it may be combined with another category at the discretion of the UK Brown Swiss Society Promotions committee. If any of the entry rules or requirements are not followed, then the animal will be disqualified.

Categories are at the discretion of the BSCS Promotions committee but are likely to include Maiden Heifer, Heifer in calf, Heifer in Milk, Cow in 2nd lactation, Cow in 3rd lactation, Senior Cow with 4th lactation or above, Scenic photo (Must include Brown Swiss Animals, assuming sufficient entries of good breed promotion quality this class will be split into individual Brown Swiss in milk, individual Brown Swiss maiden or in calf animal, and a group class). In all cases entries are to be emailed to office@brownswiss.org by the notified closing date, any entries received after this date **WILL NOT** be included.

The results – Champion, Reserve and Honourable Mention in each category will be announced in the Brown Swiss Chimes, published on the Society website and the owners will receive a laminated society certificate showing their achievement.

ii) Society annual Production Awards, RM, SP and Elite Cow Awards

Production Awards are fully automated by the National Bovine Data Centre (NBDC) using milk records received from NMR and CIS. Therefore, all Society members receive awards for their qualifying cows.

Register of Merit (RM), Superior Producer (SP) and Lifetime Production (LP) Awards will automatically be applied to cattle registered in the Herd Book that meet the qualifying standards. No actual paperwork will be issued. The awards will be entered on the Herd Book system and all subsequent certificates of progeny and re-issued certificates will show an animal's awards. This service is free to all members.

Elite Cow Award - to qualify for this award a cow must have a minimum of 2 RM awards and 1 SP award together with a VG or EX classification. There is a charge for Elite Awards. There can only be one production award per lactation so if the cow makes SP it overwrites the RM award for that lactation. Therefore, only third calvers or above can qualify for Elite Cow status, as only one qualifying award counts per lactation. If members wish to apply for an Elite Cow they must apply to the office supplying the animals details.

Criteria for RM and SP Awards

RM (Register of Merit)

SP (Superior Producer)

	Kg Protein		Kg Protein
Heifer (1st Lactation)	280	Heifer (1st Lactation)	300
2nd Lactation	330	2nd Lactation	360
3rd Lactation	350	3rd Lactation	380
4th + Lactation	355	4th + Lactation	385

These criteria were last updated in Spring 2023 to recognise the increased productivity of the breed, with figures formulated to ensure that this award is only achieved by the most productive quartile of the breed. They will be reviewed and adjusted by the BSCS Council as and when deemed appropriate.

iii) Show conduct and Show uniform

Show conduct: All members of the Society participating in Shows are requested to abide by the specific Show rules in which they are attending. Showing Rules generally support good animal husbandry and welfare practices at shows and present a positive image to spectators, and

exhibitors are asked to behave in a respectful manor both to officials of the show and fellow exhibitors and promote the Brown Swiss breed in a positive manor.

Show uniform: The current Brown Swiss Society show uniform is a burgundy Brown Swiss Society shirt with Society tie and white trousers/ white Jeans, members exhibiting at shows are asked to wear the show uniform in promotion of the breed and Society. At the National Show and All Breeds All Britain Calf Show it is compulsory to wear the show uniform.

9 DISCIPLINARY POLICY

As per the rules of the Society's CIO Constitution:

If a dispute arises between members of the CIO about the validity or propriety of anything done by the members under this constitution, and the dispute cannot be resolved by agreement, the parties involved in the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

The Disciplinary procedure applies to all members.

The process covers alleged breaches of:

- a) the Society Rules and of its values and standards of behaviour
- b) conduct that brings the Society into disrepute.
- c). other policies adopted by the Society including, but not exclusively, the following:

- Safeguarding Policy
- Equality and Diversity Policy
- All policies and rules of registration and entry listed in the membership handbook

Any concern about the conduct of a person bound by this policy (hereafter referred to as the member) should be reported to the Council (via the office) or a trustee ideally in writing but verbally as part of a formal conversation if this is not feasible. As soon as possible after such a verbal report a written summary should also be submitted.

In the first instance the Trustee overseeing the disciplinary procedure and appeal will be the Chairperson, although he/she may engage the vice chair and or other subcommittee council trustees to create a panel of three who will oversee the process and make evidence based accountable decisions accordingly.

THE INVESTIGATIVE PROCESS:

- a) A trustee will be appointed to conduct an investigation so as to:

- establish the nature of the allegation(s);
- gather evidence to enable a decision to be taken on whether there is a disciplinary case to answer
- consider if the matter should proceed to a formal hearing.

- b) If the trustee conducting the investigation is of the view that it would be inappropriate for the member to attend society events or continue registering or using society services, he or she shall have the power to suspend the member pending the outcome of the investigation and, if needed, to extend the suspension until the outcome of the disciplinary hearing.

- c) The outcome of an investigation may be:

- There is no case to answer and that is the end of the matter;
- The matter is dealt with informally;
- A direction that a disciplinary hearing is convened at the earliest convenient date.

DISCIPLINARY HEARINGS

- i) The member will be invited to attend a disciplinary hearing (as outlined in Appendix 1) before **at least one trustee** who has not previously been involved in the matter.
- ii) If the member does not respond to the summons to the Disciplinary Hearing, the Disciplinary Panel may call a Disciplinary Hearing, and may treat the Respondent as having admitted the Charge.
- iii) Ahead of the disciplinary hearing the member will be provided with details of the allegation(s) together with the evidence in support of the allegation(s) and will be required (a) to submit any written submissions; and/or (b) identify any witness that he or she considers relevant by a date to be notified.
- iv) At the hearing the member will be given an opportunity to (a) present his/her case; and (b) raise any issues that he or she wishes to have considered.
- v) **The trustee(s)** conducting the hearing will consider all representations and then decide on the outcome and level of disciplinary sanction (if appropriate).
- vi) The member has the right to appeal against the decision. Any appeal should be in writing and received at the Club office within seven days of the decision stating the grounds of appeal in full and marked for the attention of the **trustee(s)** conducting the disciplinary hearing.

MATTERS INVOLVING YOUNG PERSONS OR ADULTS AT RISK

Where a disciplinary matter involves a Young Person and/or Adult at Risk of Harm, the Society and/or the Disciplinary Panel must be mindful of the needs of the person in question and take these into account when deciding:

The format of proceedings;

Whether any action is taken against such a Young Person or an Adult at Risk of Harm;

Whether any provisions in these Regulations should be varied.

Written permission should be obtained from any parent / carer of a Young Person or Adult at Risk of Harm where such person is asked to provide evidence and / or attend a hearing. Where a Young Person or Adult at Risk of Harm is asked to attend a hearing, they shall be afforded the opportunity to do so accompanied by any parent / carer and the Disciplinary Panel shall make sure that the Young Person or Adult at Risk of Harm fully understands the process taking place.

- ii) For the avoidance of doubt, the refusal of the parent, Young Person or Adult at Risk of Harm to co-operate shall not preclude the Society from taking disciplinary action against the Young Person or Adult at Risk of Harm.

APPEAL PROCEDURE

The appeal will be heard by **at least one trustee** who has had no prior involvement in the matter.

The appeal hearing will be a review of the decision of the disciplinary hearing.

The decision following the appeal is final and there will be no further right of appeal.

The Council of trustees may, at their discretion, amend this policy and procedure from time to time.

APPENDIX 1: STANDARD DISCIPLINARY HEARING PROCEDURE

1. If deemed to be required, prior to any hearing, the Disciplinary Panel will set appropriate deadlines for the submission of any written evidence / representations requested from the Disciplinary Secretary or the Respondent.
2. The hearing will be convened by the Disciplinary Panel at a time suitable to the parties and communicated to the parties by the Director conducting the investigation. (Investigator)
3. The case against the Respondent will be presented by the Investigator in writing together with relevant evidence, including witness evidence, if appropriate.

4. The Respondent will be granted the opportunity to present its case, challenge the evidence presented against them, submit their own evidence, call witnesses and make representations to the Disciplinary Panel. The evidence of further witnesses not notified in accordance with the Regulations will be admitted only at the discretion of the Chair of the Disciplinary Panel.
5. A Representative representing a Respondent at a hearing may present and sum up their case, but they may not answer questions put to the Respondent.
6. Before being called, witnesses will not be allowed in the room while evidence is being given. This does not apply in relation to the Complainant or Respondent.
7. Questions may be put by the Disciplinary Panel to the Respondent and each witness on conclusion of their evidence.
8. The Respondent will have the opportunity to raise questions in cross-examination.
9. The Disciplinary Panel may limit cross-examination as it deems appropriate.
10. The Respondent will be allowed to make a closing statement to the Disciplinary Panel.
11. The room will be cleared, and the Disciplinary Panel will deliberate and determine whether, on the balance of probabilities, the disciplinary charge has been proven.
12. The hearing will reconvene, and the Chair of the Disciplinary Panel shall either communicate its decision to the parties at the end of a hearing or notify the decision in writing at a later date as set by the Disciplinary Panel.
13. Where a charge is proven the Respondent will have the opportunity to present arguments in mitigation.
14. The Disciplinary Panel will review the Respondent's previous disciplinary record, where relevant, to consider sanctions.
15. The room will again be cleared, and the Disciplinary Panel will determine the appropriate sanction.
16. A record kept of all disciplinary proceedings and hearings and decisions.

10 DISCRIMINATION POLICY

(Adopted by the Council of the Brown Swiss Cattle Society of the UK on 1/4/22)

The Brown Swiss Cattle Society does not and shall not discriminate in its membership on the basis of race, colour, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring, and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members as well as staff, clients, volunteers, subcontractors, vendors.

The Brown Swiss Cattle Society also adopts an equal opportunity employer policy (if or when the time arises to have employees). We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, colour, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

Nor do we discriminate with our members with regard to the type and performance credentials of the animals the members choose to breed and register within the herd book as long as the necessary breed purity and percentages standards are met.

