

POLICY FOR SOLD, RETIRED OR DECEASED HORSES – FINAL

The purpose of this policy is to establish the treatment of information on horses registered with BE by a BE member and thereafter sold (either to another BE member or to someone who is not a BE member), exported, retired or deceased. “Exported” for purposes of this policy means horses that have (a) moved from the UK to another country and (b) are no longer owned by a BE member.

HORSES DETAILS

The full details of all such horses should continue to stay on the BE database.

Horses exported or sold to someone who is not a member of BE will be recorded as having a ‘last known owner’ but no “current BE owner”.

Only the owner of a horse, or a person authorised to act on the owner’s behalf (such as the Admin member of a syndicate or the agent /authorised representative of an individual, group of individuals or corporate owner) should be able to change the status of a horse to sold, exported, retired or deceased; or, where a horse has been retired, to change its status back to active on the website

The status of SOLD should distinguish between horses sold to someone who is not a BE member and horses where ownership is simply transferring within an existing BE member registration. A status of EXPORTED should be available to define those horses that may still be competing but are now resident in another country and no longer have any BE owner.

RESULTS

Results for all deceased, retired, exported or sold horses should stay in the results database and should be available online indefinitely, i.e., be fully accessible in the same way as all other results.

Results for deceased, retired, sold and exported horses should continue to be included in calculating any current point leagues e.g. leading horse table etc.

A horse that has been sold to someone who is not a BE member, or exported, remains in the BE database even though it is not associated with a BE member. If the horse subsequently obtains FEI results abroad those should continue to be added to the horse’s record. At any point any FEI-registered horse in the BE database should have all its FEI results from the FEI database reflected in the BE database. As such results will also need to be associated to a rider record, any such FEI results will be attached to an ‘unknown rider’ record.

If a sold or exported horse without a BE-registered owner competes in a BE event, appropriate registration or day passes would be required and the horse's results from any such BE competition would appear in the BE database in the ordinary course.

ENQUIRIES

In the "My Horses" enquiry on the BE website, the order in which horses are listed should be as follows:

- horses with active season tickets (excluding retired and deceased)
- horses without active season tickets (excluding retired and deceased)
- retired horses
- deceased horses, unless the owner(s) request that these details be removed. For these purposes, where there is more than one owner BE is entitled to rely upon a request from a person authorised to act on behalf of the group of owners

Once a horse is sold, either within or outside of BE, or exported the horse no longer appears in the 'My Horses' list of the previous owner.

Alphabetical name order should be used within these categories.

Deceased horses should NOT have "Deceased" or "D" added to their name on enquiry screens. It should simply be visible as an additional field in the horse details section. The same policy applies to retired horses; these should not have "Retired" or "R" added to their name.

VALIDATIONS AND REFUNDS

Entry validation should exclude all deceased and retired horses even if they have valid season tickets.

Standard season ticket refund policy should be initiated once a horse's status is set to 'deceased' accompanied by a suitably worded email to all owners and the current rider. Note that an email is only sent IF a refund is triggered.

MEMBER COMMUNICATIONS

ALL extracts of data used for member communications should explicitly and as a default exclude all deceased and retired horses. Any inclusion of deceased or retired horses should be an exceptional decision approved by the ERA and the EHOA chairs.

The policy should be publicised to all members, and members should be asked to update information as necessary to identify any sold, exported, deceased or retired horses either directly through the system or via email to the BE office.