



## Managing the Scheme

This is very early days for the GCCF breeder scheme, and of course we will make updates and improvements as the scheme matures.

### Before we accept your application

The GCCF are looking forward to considering all applications. If we are unsure of anything we will get in touch with you to clear up any questions we might have.

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We cannot accept any application from anyone on the official suspension list

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We will check that your veterinary declaration is completed and signed by your vet and your breed club membership is current. We will also make use of any freely available information about you and GCCF records to consider your application.

*Note: We cannot issue your logo and membership number until we hear back from your breed club.*

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The scheme is open to application from those over the age of 18 who have one or more cats on the GCCF active register.

*Note: The GCCF Reserve the Right to Refuse any Application.*

### Once you have been accepted

We will send you a welcome pack; that will include the feed-back forms that need to go into your kitten packs as your kittens go to their new homes. This is an important quality control measure.

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We will send you our scheme logo – this will have your membership number embedded.

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We will enter you onto our Breeder Scheme data-base and our Breeder Scheme Website.

*Note: The Breeder Scheme website is updated quarterly*

### As you sell your kittens

One of the most important elements of the scheme management is the New Owner Questionnaire that must be included in the kitten pack and given to the new owner. This is a vital part of the 'policing' of our

scheme. Whilst we do not intend chasing new owners for these forms, if we never get any returned we may ask you if you are remembering to hand them out and we may occasionally contact new owners to ensure that the kitten packs they receive from scheme members contain all the right documents.

*Note: The lack of any feedback at all is the thing that is most likely to ring alarm bells*

Whilst it is not a requirement of the breeder scheme, if GCCF breeder scheme members wish to include a Sales Agreement within their kitten packs, we suggest that the agreement covers:

- Whether the kitten/cat is for breeding ie Active register.
  - Showing
  - Any provision for return of the kitten/cat
- Any provisions you are willing to make if something goes wrong and any time limits or conditions that might apply.
  - Is signed and dated by both parties

*Note: Any Sales Agreement is between you as a breeder and the new owner and outside the scope of this breeder scheme*

### **What we do with the New Owner Questionnaires**

These will be scrutinised and then filed in the GCCF offices or scanned into the GCCF computer systems.

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If there are any areas for concern the first thing we will do is email the breeder concerned, we will not disclose the name of the new owner.

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If any serious complaints are made the breeder scheme reserves the right to refer the new owner to the Investigations Committee which may lead to suspension and/or removal from the scheme

*Note: All information stored is subject to the GCCF Data Protection Policy*

### **Further Monitoring**

This scheme is aimed at breeders who are confident and consistent in their breeding and rearing of kittens as a hobby and who want to reach out to new owners who are looking for kittens raised under these conditions. However, we understand that we have a responsibility to 'listen' to people who are using this service to find a kitten and we cannot rely solely on breeders handing out the New Owner Questionnaire. To this end we will provide an email address on the Breeder Scheme website such that new owners can contact us if they wish to give feedback. We expect that this will, on the whole, be positive and we will not store any emails received in this way unless there are any areas for concern, in which case we will share this information with the breeder, whilst retaining the anonymity of the person making the comments.

*Note: All information stored is subject to the GCCF Data Protection Policy*

### **New Owner Visits**

GCCF are aware that Breeder Scheme breeders are engaging in their hobby from their private homes and we will remind people looking for kittens of this and ask them to be understanding.

Note: If the feed-back form tells of a positive experience the scheme administration team will not be looking to 'police' things unnecessarily

### **Data Protection and Sharing**

The GCCF Privacy Policy is available on the GCCF Website

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Breeders names, address, telephone numbers, email addresses and website addresses will be stored by the GCCF and may be used to inform you about services offered by the GCCF.

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Members' details will be shown on the GCCF Breeder Scheme website. These can be used by members of the public seeking to buy kittens. Any person not wishing their details to be listed in this manner must contact the scheme in writing.

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Breeder Scheme members agree that matters of serious concern regarding animal welfare may be referred to the GCCF Investigations Committee

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### **Sanctions and Grievance Procedure**

Sanctions will be suspension or removal from the scheme, a copy of our sanctions policy will be sent out with your welcome pack and be available on the website.

*Note: The Sanctions Policy will be subject to updates as the scheme matures*

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Complaints Procedure - A copy of the Complaints Procedure will be available on request.