

WorldFengur (WF) Procedures

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Introduction

The purpose of the 'WF Procedures' is to guide you to become a Subscriber – and when we have succeeded doing so - to introduce you to the FEIF Rules and the WorldFengur Manual, which are necessary to follow in order for you and others to get the maximum benefit from your subscription.

The Procedures are edited by the WorldFengur board and the FEIF Registration group. The Procedures shall be constantly updated with instructions to make a smooth running of the WF-Project possible.

Part 1

1. *How to obtain Subscription*

An application for subscription - addressed to the WorldFengur board must be forwarded to:
The Computer dept., Farmers Association of Iceland (BÍ),
Bændahöllinni, Box 7080, IS-127 Reykjavík, Iceland.

This application must be signed by the Breeding leader of the national FEIF member association.

The applicant must describe:

A) How the national register is built up.

If it is a database:

1. A data structure of the database. Name of fields, data format, explanation.
2. A sample of the database must be forwarded to BÍ. For instance 200 records for examination on whether the database can be transferred without any problems or whether changes are needed. If changes are necessary BÍ shall evaluate the costs - if BÍ is supposed to make these changes. The data can be in text format or as Excel file.

If it isn't a database:

The applicant must make clear if he wishes to enter the horses by himself or would like BÍ to do it for him (Data registration fee to be paid to BÍ).

B) The responsible office – or offices of the national register.
Names and addresses. Number of offices (each office can be allocated a right to register – on the responsibility of the subscriber). In some nations there are more than one studbook for Icelandic horses, or it is not run by the FEIF organisation. In such circumstances it is possible for the FEIF organisation as subscriber to allocate registration access to the other studbooks in order to register the whole Iceland horse population. This is the goal of WorldFengur.

Part 2

1. **Application has been approved**

A standard legal contract between the FEIF member association and Bændasamtök Íslands concerning the future subscription to WorldFengur will then be forwarded

to the approved applicant for signing. This document (the “Subscribers Agreement”) must be *signed by a person who is authorised by the national Icelandic horse association to give a binding signature*. The rules regarding who is authorised to sign in each country may vary so please advise the WorldFengur Board of your country's procedures in advance. Delivered along with the Subscribers agreement will be copies of the Co-operation agreement agreed upon 2000 and an Addendum agreed upon 2001 between BÍ and FEIF, which are binding to all Subscribers.

2. When the subscription agreement is signed by the parties

The subscriber shall receive:

- 1) Username and a password to obtain access as a national Registrar of his nation.
- 2) The WF Manual on how to enter information in WorldFengur.

3. Subscription rights for the incorporation of data

- Access to enter information in the database (WF).
- Access (look-up and viewing) to any information in the global register of Icelandic horses (WF).
- Access to assorted studbook facilities for national studbook keeping purposes in accordance with Icelandic standards.
- Access to Icelandic Breeding show facilities.
- Future access to such other facilities that BÍ will add and / or the WF board shall decide to add.

4. Duties of the Subscriber

The subscriber must study the WorldFengur Manual carefully before entering data into the database.

The subscriber must be familiar with the FEIF rules for Registration and Identification and with the FEIF WorldFengur rules. These rules can be downloaded from the FEIF website www.FEIF.org in the section concerning Breeding.

The subscriber should also promote the read-only Subscription to users in his country, which is necessary to raise money for the future financing of the system.

5. The subscribers level of data access – “Level C”

The following levels of data access in WF exists:

Level A: System manager. User with this access can for instance grant users access to the system, read the log file (i.e. information about who did what and when). This level of access is for the System Manager at BI.

Level B: Data manager. User with this access can change any data in the database in every country. Furthermore a user with this access can re-allocate a horse a new FEIF ID-number. This level of access is retained by the administrators at BI.

Level C: Registrar. A user with this access can add and amend data in the country he is registered for. The FEIF member association subscribes for the nation. Registrar access can be allocated to one or more registrars of studbooks in that nation upon the approval of the subscriber. This is to cover the situation where there is more than one studbook for Icelandic horses in the nation or the studbook is not kept by the FEIF member organisation.

Level D: Horse breeder. *Under preparation.*

Level E: Viewer. Users in this access group can view the information (read-only). It is this level of access that the read-only subscribers will be given for their subscription.

6. The meaning of “Data that can be added or amended” in WorldFengur

*Basic Registration data - on a horse *born* in the nation. (for more information see later),

*Results from Breeding shows - on horses *assessed* in the nation.

*Reproduction data - on horses *living* in the nation.
Such as: Mating, Foaling, Identification and Corrective Returns,
and Stallion Reports.

*Additional information - on an *imported horse living* in the nation on the time when Basic registration is performed or on a horse born and living in the nation such as gelding, death, microchipping etc..

7. The meaning of “use of WorldFengur Data”

For official national or international purposes the subscriber can use all data entered to WF by BÍ or any other subscriber.

Commercial exploitation of the data is prohibited except by written approval of the parties and the relevant subscriber. According to the FEIF / BÍ Co-operation Agreement BÍ is the only one that shall be entitled to advertise or permit commercial advertising in WF.

8. Requirements for Basic Registration

The minimum requirements for Basic Registration of a horse to be accepted and stored in the database is:

1. A pedigree - that in all generations extends from horses already registered in the database.
2. A FEIF ID-number for each individual horse in the pedigree. It is an option to the Subscribers to decide whether the last 5 digits of the FEIF ID-number shall contain coded information or not – for example reflecting a certain area of the nation and a horse breeder.
3. A name (first name) on each individual horse.
4. An origin of each individual horse (last name) usually the farm name or stud name. A national farm number-code is required to designate the origin of the horse. The number has 6 digits. Subscribers who can't use the opportunity to include an area code in the FEIF-ID number have the option using the 2 first digits of the farm number to reflect an area of the nation. BÍ can assist countries in creating a farm table with numbers, names, etc. for each farm in the country.
5. Location of nation of residence for the horse at the time of it's registration in WF.

When a horse is registered in the database the following **Option's for further Basic Registration** information on a horse shall be accepted too and stored in the database:

6. A colour number code. It is a 4 digit number consisting of three parts: Primary colour, colour variation and markings. WF gives information on the code when registering the colour and markings.
7. ID-numbers for persons to be named in the system. The ID-number is a 10 digit number that is unique in each country. This number has to be given by the country of birth of the person. The system for allocating this number within the country of birth is at the discretion of that country. In the case of the country of birth being unknown any country can allocate an ID-number for that person but the country code must be named XX. Persons in WF are: breeders, owners, riders, veterinarians, judges or technicians. BÍ can assist to create a person table with numbers, names, etc. Before a new person can be added to WorldFengur it is very important to make sure that the person is not already registered. This is done by searching the database carefully.
8. The fate of the horse (Alive, slaughtered, etc.).

9. Registration of Results of Breeding shows:

A Breeding show number is required. The subscriber allocates the number according to the following definition:

It is built up as follows: C C Y Y Y R R R

In this way it is a 3 digit number for the particular show (R), with the year (Y) for the show as a prefix and the country of the show (C) in front of that.

WorldFengur has four categories for show results:

1. **FEIF Breeding horse Register** for the results of the *International Breeding shows including World Championships*.
2. *National Breeding shows* from year 2003 and forward.
3. *National Breeding shows* in accordance with the FEIF/Icelandic assessment system before year 2003.
4. *Comments for 'information-only'*:
There is the opportunity to enter additional information and this can be used to record results from National Breeding shows before year 2003 that are not in accordance with the FEIF / Icelandic assessment system.

All registered results will be calculated automatically by the WorldFengur program. The program offers the use of either the FEIF system (FIZO by 2000) or the current Icelandic (by 2001) weighting factors and rules for calculation of the total score.

If the subscriber wishes results to be registered using weighting factors or calculation methods that are different from the above method's then the subscriber must either register the result in category 4 as comments or request an extra service from BÍ.

Part 3

Options for national studbook keeping

WorldFengur Standard facilities: (See The WF Manual)

- 1) Basic registration
- 2) Reproduction registration
- 3) Breeding assessment results

National Studbook keeping is an Extra service and will depend on what is required by the Subscriber. However, if the Subscriber can use the existing Icelandic method for gathering information then this is available as part of the Standard service. Upon request BÍ shall forward papers that are used to gather the information for the above reports from farmers / breeders. These reports are in Icelandic and may be translated

by the Subscriber. It is of course possible for the Subscriber to create or to use national reports being different from the Icelandic if this shall be more consistent with national regulations.

Part 4

Breeding show services using WorldFengur

- 1) Show programs for participating horses and result lists can be created by WF.
- 2) Assessment records from Breeding shows can be produced.
- 3) A limited registration access (for judges or their staff) only to register results from national or international Breeding shows directly into the WF from the show grounds using an Internet access (See the WF Manual).
- 4) Results from Breeding shows can be viewed by all Subscribers immediately after the results have been entered. The information is virtually “live”.

Part 5

Practical hints for entering the information in WorldFengur

Before you start entering the information into the system, it is good to do some preparation work. To make the work as efficient as possible you should first collect some tables with the necessary numbers and other information to help your work:

Table 1:

Areas Area-ID <i>05</i>	Area name <i>Vestmannaeyjar</i>
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Farms Area-ID <i>05</i>	Farm-ID <i>001122</i>	Farm name <i>Hóll</i>	Farm name to become horses last name <i>Hóli</i>
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Persons ID no <i>0011223344</i>	Country code <i>IS</i>	Name John Jones	Address <i>31 Western Hill 101 Reykjavik</i>	Area-ID <i>05</i>	Farm-ID <i>001122</i>	Telephone no <i>+354-987654</i>	E-mail address <i>John@Jones</i>
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Horses FEIF-ID <i>IS1999105001</i>	(first) Name <i>Elding</i>	Farm-ID <i>001122</i>	Fathers-ID <i>IS1986105111</i>	Mothers-ID <i>IS1990205123</i>	Colour code <i>2500</i>	Fate <i>alive</i>	Country of Residence <i>IS</i>
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See also Table 2.

By preparing tables in this way you will have the information needed at your fingertips to enter horses efficiently. This method also follows the order of working in WF: first you have to add the area and farm before you can enter a horse. Also it is simpler if you register the person first (although this isn't needed for doing the basic registration of a horse). If you prepare and enter the "Persons table" you can register the breeder and owner directly after the basic registration of the horse is done.

After the tables are done, you may discover that there is some information missing. Some information is not essential for the system. For example you can enter a horse even although you don't know the owner. However, the parents of a horse have to be registered in the system first before you can start registering their foals or other descendants. Therefore to register a horse you have to start from their ancestors and work down.

You may also discover that you have in the pedigree of the horse you are trying to enter, horses that are not yet in WF, and are not born in your country. These horses are so called "missing links" and you will have to make an ID-number request to its country of birth (see separate form, downloadable from the WorldFengur webpage). This tells the country of birth that it has to enter this horse in WF and allocate an ID number.

The horses that you wish to register can be divided into three groups:

- 1) - Horses descended from horses already registered in WF - these horses you can register right away with no problems.
- 2) - Horses descended partly from horses not registered in WF but born in a country that is already a subscriber of WF. In this case you can send the ID-number request so

that this missing link will be registered right away by the country of birth and after this has been done you can register the offspring of this horse. Remember also to return this service to other countries without delay when you are asked to register a horse for them.

3) - Horses descended partly from horses born in countries that are not yet subscribers of WF - If it is particularly important to have the horse in question in the system, for example a breeding stallion, a horse participating in an international Breeding show or an offspring participating in a breeding show - then you can send the ID-number request to the country of birth. The country of birth shall allocate the ID number but they will not be able to enter the horse in WF for you so they must inform you. This completed ID-number request is sent to BÍ in Iceland and they can enter the horse in the system for you - for the cost 250 Isk (country of birth is responsible for paying this). In other cases where there is no hurry with the horse, it can wait until the parents are in the system.

Table 2

Shows the structure of information in connection with Basic registration (minimum requirements and options).

Information needed for entering a horse with owner and breeder

	Size	Example	Comments
Horses			
FEIF-ID	12 alphanum. (exactly)	IS1993286541	Unique
Name of horse	30 alphanum. (max)	Elding	Only name, not place of birth
Farm-ID	6 numeric	600000	Farm-ID from farmtable, gives the last name
Father FEIF-ID	12 alphanum(exactly)		Must exist in database
Mother FEIF-ID	12 alphanum (exactly)		Must exist in database
Colour code	4 numeric	2500	codes+names in a drop-down window can be written
Colour comments			
Fate			
Date of death	date		
Country of Residence	2 char	IS	
+			
Breeder-ID	10 alphanum		Person-ID from Persons
Owner-ID	10 alphanum		Person-ID from Persons
Persons (Breeders, Owners, Judges, Riders, etc....)			
Person-ID	10 alphanum	101533019	Unique
Name	31 char	John Jones	
Address	50 char	31 Western Hill	
Postal code	10 alphanum	101	
Postal name	31 char	Reykjavík	
Area (county)	70 char	Vestmannaeyjar	
Country code	2 char	IS	
Farm name	50 char	Hóll	
Telephone	21 alphanum	-9876189	
e-mail	50 alphanum	jbl@bondi.is	
Farms			
Area name	70 char	Vestmannaeyjar	
Farm-ID	6 numeric		Unique number
Name 1 (basic form)	50 char	Hóll	
Name 2 (from)	50 char	Hóli	to be horse's last name
Areas			
Area-ID	2 alphanumeric	05	
Area name	70 char	Vestmannaeyjar	