AUSTRALIAN LOWLINE CATTLE ASSOCIATION INCORPORATED

CONSTITUTION AND RULES

LOWLINE
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PART A - NAME, OBJECTS AND MEMBERSHIP

1. Name

The name of the incorporated association is the “Australian Lowline Cattle Association Incorporated” (hereinafter referred to as “the Association”).

2. Objects

The objects of the Association are:

(a) to maintain the purity and improve the breed of registered Australian Lowline Cattle;

(b) to collect, verify and publish information relating to registered Australian Lowline Cattle including the recording of embryos;

(c) to organise, arrange and/or conduct competitions and/or demonstrations of and relating to registered Australian Lowline Cattle;

(d) to offer prizes for registered Australian Lowline Cattle;

(e) to select Judges and Inspectors;

(f) to publish a Herd Book of Sires and Dams of registered Australian Lowline Cattle;

(g) to promote generally the interests of breeders of registered Australian Lowline Cattle;

(h) to do all such things as may be incidental to or in any way conducive to the attainment of the above objects or any of them.

3. Definitions

(a) In these Rules unless the contrary intention appears:

“Council” means the Council of the Association;

“Financial year” means the year ending 30 June;

“General Meeting” means a general meeting of members convened in accordance with Rule 24;

“Member” means a member of the Association;
“Ordinary Member of Council” means a member of the Council who is not an officer of the Association under Rule 16;

“The Act” means the Associations Incorporation Act (NSW) 1984;

“The Regulations” means Regulations under the Act.

(b) In these Rules, a reference to the Secretary of the Association is a reference:

(i) where a person holds office under these Rules as Secretary of the Association to that person; and

(ii) in any other case, to the Public Officer of the Association.

(c) Words or expressions contained in these Rules shall be interpreted in accordance with the provisions of the Interpretation Act (NSW) 1987 and the Act as in force from time to time.

4. Office

The office of the Association shall be at such place as the Council from time to time determines.

5. Membership

(a) The membership of the Association shall consist of such natural persons, corporations, syndicates and partnerships as may from time to time be admitted to membership and, subject to these Rules, remain members of the Association.

(b) A natural person, corporation, syndicate or partnership who or which is not a member of the Association at the time of the incorporation of the Association (or who or which was such a member at that time but has ceased to be a member) shall not be admitted to membership unless admission has been approved by the Council.

(c) Each corporation, syndicate or partnership which is a member shall be entitled to appoint from time to time a natural person to be and to act as its representative provided that any such appointment shall be notified in writing to the Secretary. The person so appointed shall, for the duration of such appointment, be and be deemed to be entitled to exercise all the powers, rights, privileges and obligations of a member for the purposes of these Rules.

6. Categories of Membership

(a) Full Membership
Full membership shall be open to any person who is involved in or is seeking to be involved in the breeding or registration of Australian Lowline Cattle.

(b) Foundation Membership

The first twenty-five (25) full members of the Association shall be deemed to be foundation members and the herd prefix of any foundation member may be registered as a “Foundation Stud”.

(c) Associate Membership

Any natural person, corporation, syndicate or partnership interested in the breed of Australian Lowline Cattle may be admitted as an associate member of the Association and shall be entitled to all the rights and privileges of full membership other than the right to vote at any meeting or in any ballot of the Association, the right to nominate for or hold office and the right to register Lowline stock. The annual subscription fee for associate members shall be 20% of both the standard full rate of subscription and the standard entrance fee.

(d) Junior membership

Shall be open to any person under the age of 26 years who is either involved in or interested in the breeding of Australian Lowline Cattle. Junior members shall be allowed to attend meetings but have no rights to vote at those meetings or in any ballot of the Association. Junior members shall not have the right to nominate for or hold any office of the Association. Both the entrance fee and annual subscription fee shall be set at 10% of standard full rates. Junior members may register Lowline stock but will be subject to standard rates for such registrations.

(e) A special membership for individual schools will be allowed on the same terms as for junior membership but without the age limit. However, any school membership must include the name and address of a person to be nominee for that membership.

(f) Commercial Membership

There shall be a special membership category for breeders of commercial Lowline cattle which shall allow them to own, and be the registered owners of, registered Lowline bulls only. Participation in Lowline BREEDPLAN is encouraged through the recording of Lowline-cross animals. Commercial members are not permitted to register any progeny. The annual subscription fee for commercial members shall be 20% of the standard full rate and a standard entrance fee shall also be applicable. Commercial members shall be allowed to
attend meetings but have no rights to vote at these meetings or in any ballot of the Association.

7. **Admission to Membership**

   (a) An applicant for membership of the Association shall forward or cause to be forwarded to the Secretary a signed application for membership on a form approved by the Council.

   (b) As soon as is practicable after the receipt of such an application, the Secretary shall refer the application to the Council.

   (c) Upon an application being referred to the Council, the Council shall determine whether to approve or to reject the nomination.

   (d) Upon an application being approved by the Council, the Secretary shall, with as little delay as possible, notify the applicant in writing of approval of membership of the Association and request payment within the period of 28 days after receipt of the notification of the sum payable in accordance with these Rules as the first year’s annual subscription.

   (e) The Secretary shall, upon payment of the amount referred to in clause (d) of this rule within the period referred to in that clause, enter the applicant’s name in the register of members and, upon the name being so entered, the applicant shall become and be deemed to be a member of the Association.

   (f) A right, privilege, or obligation of a person by reason of his/her membership of the Association:

      (i) is not capable of being transferred or transmitted to another person, corporation or partnership; and

      (ii) terminates upon cessation or membership whether by death or resignation or otherwise.

8. **Annual Subscriptions**

   (a) The annual subscription payable by members shall be such amount or amounts as may from time to time be determined by the Council, provided that any such determination by the Council shall only take effect from the first day of July next following the date of such determination.

   (b) Subscriptions shall be due on the first day of July in each year.
9. **Levies**

A Special General Meeting may from time to time strike a levy or levies on all members of the Association of an amount or amounts which shall not exceed in the aggregate $50.00 (Aust) per member per annum.

10. **Unfinancial Members**

(a) A member owing subscriptions, fines or levies for a period of **one month** after such first becomes due shall be deemed to be unfinancial.

(b) An unfinancial member shall not be entitled:

(i) to any of the rights or privileges of membership; or

(ii) to hold any office in or to nominate any person for election to any office in or to vote or otherwise participate in any ballot or election in the Association; or

(iii) to vote or speak at any meeting of the Association; or

(iv) to receive any notification of any meeting of the Association.

(c) An unfinancial member shall remain liable to pay and shall pay all subscriptions, fines and levies accruing or becoming payable by members of the Association during the period in which the member is unfinancial.

(d) An unfinancial member shall regain status as a financial member upon payment of and as from the date of payment of all subscriptions, fines and levies owing by the member.

11. **Honorary Life Membership**

(a) A general meeting of members of the Association, as a mark of appreciation for specially meritorious service rendered to the Association, may, on recommendation of the Council, confer Honorary Life Membership on any natural person who is a member.

(b) An Honorary Life Member shall not be liable for payment of any subscriptions or levies and shall be entitled to all the benefits and privileges of financial full membership of the Association.

12. **Termination of Membership**

(a) Any member may resign from membership of the Association by notice in writing addressed and delivered to the Secretary provided that such notice is given not less than one month before the resignation is to take effect and all monies due and payable to the
Association are paid to the date on which the resignation is to take effect.

(b) Any member owing subscriptions, fines or levies for a period of three months after such first becomes due shall automatically cease to be a member of the Association.

13. **Re-Admission to Membership**

The re-admission to membership of any person, corporation or partnership who or which has resigned from or been expelled from the Association shall be conditional on the payment of any monies owing by such person, corporation or partnership to the Association in respect of any earlier membership.

14. **Misconduct of Members**

(a) Subject to these Rules, the Council may by resolution:

(i) expel a member from the Association; or

(ii) suspend a member from membership of the Association for a specified period; or

(iii) fine a member in accordance with the Rules and Regulations if the Council is of the opinion that the member:

(a) has refused or neglected to comply with these Rules; or

(b) has been guilty of conduct unbecoming a member or prejudicial to the interests of the Association.

(b) A resolution of the Council under clause (a) of this Rule:

(i) does not take effect unless the Council, at a meeting held not earlier than 14 and not later than 28 days after the service on the member of a notice under clause (c) of this Rule confirms the resolution in accordance with this Rule; and

(ii) where the member exercises a right to appeal to a Special General Meeting of the Association under this Rule does not take effect unless such meeting confirms the resolution in accordance with this Rule.

(c) Where the Council passes a resolution under clause (a) of this Rule the Secretary shall, as soon as practicable, cause to be served on the member a notice in writing:

(i) setting out the resolution of the Council and the grounds on which it is based;
(ii) stating that the member may address the Council at a meeting to be held not earlier than 14 and not later than 28 days after service of the notice;

(iii) stating date, place and time of that meeting; and

(iv) informing the member that he/she may do one or more of the following:

(a) attend that meeting;

(b) give to the Council before the date of that meeting a written statement seeking the revocation of the resolution; and

(c) not later than 24 hours before the date of the meeting, lodge with the Secretary a notice to the effect that he/she wishes to appeal to a Special General Meeting of the Association against the resolution.

(d) At a meeting of the Council held in accordance with clause (b) of this Rule, the Council:

(i) shall give to the members an opportunity to be heard;

(ii) shall give due consideration to any written statement submitted by the member; and

(iii) shall by resolution determine whether to confirm or to revoke the resolution.

(e) Where the Secretary receives a notice under clause (c) of this Rule, he/she shall notify the Council and the Council shall convene a Special General Meeting of the Association to be held within twenty-one days after the date on which the Secretary received the notice.

(f) At a Special General Meeting of the Association convened under clause (e) of this Rule:

(i) no business other than the question of appeal shall be transacted;

(ii) the Council may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution;

(iii) the member shall be given an opportunity to be heard; and

(iv) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(g) If at the Special General Meeting:
(i) the Association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed; and

(ii) in any other case, the resolution is revoked.

15. **Register of Members**

(a) The Secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of the name of each member and such other particulars as the Council may from time to time require and the register shall be available for inspection by members at the office of the Association.

(b) Upon the termination of the membership of a member for any reason, the Secretary shall make in the register of members an entry recording the date on which the member ceased to be a member.

**PART B - MANAGEMENT**

16. **Officers**

The Officers of the Association shall be the President, the Senior Vice President, the Junior Vice President and the Treasurer.

17. **Council - Composition**

(a) The Council shall consist of eight Councillors each of whom is to be elected by the financial full members of the Association under clause 20. The standard elected term for Councillors will be for two years with half the Council being elected in any one year.

(b) The Council at its first meeting after each election shall elect from their number the Officers of the Association each of whose initial term shall be the ensuing twelve months.

(c) No Officer of the Association shall hold the same office for more than four consecutive years – being the equivalent of two consecutive terms as Councillor.

(d) In the event of the President retiring or ceasing to be a member of the Council during the term for which he/she has been elected, the Senior Vice President shall succeed to the office of President of the Association.

(e) In the event of a vacancy or vacancies occurring between elections, or in the event of there being no proper nominations for a Councillor the Council shall fill such vacancy or vacancies within three months and any such appointee(s) shall hold office until the next election of the position of Councillor for which he/she has been appointed.
(f) In the event that the current President is not re-elected, he/she may be retained in an advisory capacity to the incoming Council as Immediate Past President.

(g) In the event that the Public Officer of the Association appointed pursuant to these Rules is not a member of the Council of the Association he/she shall be entitled to attend any meeting of the Council and to speak but not to vote thereat.

(h) The first members of Council shall be:

- President: Ian S. Pullar
- Vice President: David F. S. Barnett
- Vice President: Kevin Everson
- Secretary/Treasurer: Desmond T. Owens
- Publicity Officer: Carolyn Tebbett

18. **Council - Powers**

The Council, subject to these Rules and the control by members as hereinafter mentioned, shall have the management and control of the affairs of the Association and shall be empowered to perform all such acts and things as appear to the Council to be essential for the proper management and control of the affairs of the Association.

19. **Council - Meeting**

(a) The Council shall meet at such times as it may determine provided that the President or the Secretary may at any time call a meeting of the Council and shall call such a meeting if requested to do so by not less than one-third of the members of such Council.

(b) A quorum at any meeting of the Council shall be four (4) members of that Council present in person.

(c) Where the President and one other member of the Council are of the opinion that a matter be submitted to the Council for decision by ballot of the members of that Council such matter may be forwarded by post, facsimile, or electronic media to each of the members of that Council in such form as is determined by the President. The members of the Council shall record their vote on the matter so submitted by post, facsimile, or electronic media addressed to the Secretary and the decision of the majority shall be binding as if such decision were obtained by vote at a regularly constituted meeting of the Council.
All votes or their confirmation shall be signed by members of the Council recording the same. If any vote be recorded by means other than letter, then such vote shall be confirmed by letter signed by the member concerned.

(d) Where the President is of the opinion that a matter be submitted to the Council for decision by a meeting of members of such Council conducted by such telephone or electronic means as may be from time to time available, the Secretary shall as soon as practicable arrange such a meeting. The members of the Council shall participate in such a meeting and the decision of the majority shall be binding as if such decisions were obtained at a regularly constituted meeting of that Council.

(e) If:

(i) in the course of a ballot pursuant to Rule 19(c), a majority of the members of the Council notify the Secretary; or

(ii) in the course of a meeting conducted pursuant to Rule 19(d), a majority of the members of Council resolve that the matter as submitted to them is of such importance as to require a special meeting of the Council, then such special meeting of that Council shall be convened forthwith by the Secretary to meet at such time and place as the President shall determine.

(f) If a special meeting of the Council be held for the purposes of the immediately preceding clause, such other matters as the President or the members present at such meeting shall determine may be submitted to such meeting.

20. **Election of the Members of the Council**

(a) The Secretary of the Association shall send by prepaid post, not less than 42 days prior to the date fixed for the Annual General Meeting, nomination notices of candidates for Councillor of the Association, to all financial full members.

(b) Nominations of candidates for election as Councillor of the Association:

(i) shall be made in writing, signed by 2 members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination) and shall include background information about the nominee including name, home state, names of proposer and seconder and personal details; and
(ii) shall be delivered to the Secretary of the Association not less than thirty (30) days before the date fixed for the holding of the Annual General Meeting.

(c) Not less than 22 days prior to the date fixed for the Annual General Meeting, the Secretary of the Association shall send ballot papers for all nominations for Councillors of the Association including written information relating to each nominee to all financial full members.

(d) Notwithstanding postal strikes, acts of God, or any other interruption to the normal postal service, all voting will cease seven (7) days before the fixed date of the Annual General Meeting. The Secretary of the Association will not accept any ballot papers if received less than seven days from the fixed date of the Annual General Meeting.

(e) If the number of nominations received is equal to or less than the number required to fill all vacancies on the Council, the candidates nominated shall be deemed to be elected and no further nominations shall be received at the Annual General Meeting.

(f) The Secretary of the Association shall ensure the postal votes are counted by an independent Returning Officer.

(g) The result of the voting will be declared at the Annual General Meeting.

21. **Duties of Officers**

(a) The President shall preside at all meetings of the Council and the Association and shall sign all documents requiring his/her signature.

(b) Each Vice President shall assist the President in the execution of his/her duties and, in the absence of the President from any meeting, one of the Vice Presidents chosen by the members present shall preside thereat.

(c) The Treasurer shall:

(i) ensure that all monies received on behalf of the Association are paid into such bank or financial institution as the Council may from time to time decide;

(ii) keep a correct record of the financial transactions of the Association;

(iii) report as required to any meeting upon the financial status of the Association; and

(iv) present to the Annual General Meeting of the Association a balance sheet and financial statement as to the financial affairs of the Association since the preceding Annual General Meeting.
22. **Removal from Office**

An officer or ordinary member of the Council shall cease to hold such office if:

(a) he/she ceases to be a financial full member of the Association; or

(b) he/she becomes an insolvent under administration within the meaning of the Corporations Law; or

(c) he/she resigns from office by notice in writing given to the President or the Secretary; or

(d) he/she is removed from such office by resolution of a Special General Meeting of members of the Association provided that such person shall be given not less than fourteen days notice in writing of the intention to move such a resolution and shall be entitled to attend such meeting and to be heard.

(e) he/she is absent without the consent of the Council from all meetings of the Council held during a period of six (6) months.

23. **Secretary**

(a) The Council may from time to time as it deems necessary appoint and remove any person as the Secretary of the Association. The person so appointed need not be a member of the Association.

(b) The Secretary shall:

(i) keep or cause to be kept minutes of each meeting of the Council and the Association;

(ii) conduct the correspondence of the Association;

(iii) notify relevant members of any meeting; and

(iv) perform such other duties as may be directed from time to time by the Council.

24. **General Meetings**

(a) The Annual General Meeting of the Association shall be held during the month of August or September in each year.

(b) A Special General Meeting of the Association shall be called:

(i) upon request made to the President by not less than ten (10) financial full members of the Association, provided that such request is in writing and specifies the reason(s) for such meeting; or
(ii) by resolution of the Council.

(c) Such Annual or Special General Meeting shall be called by the Secretary or such Officer as the Council may decide.

(d) The place, date and time of any such meeting shall be decided by the Council.

(e) A Special General Meeting shall deal only with the business for which it has been called.

(f) No item of business shall be transacted at any general meeting unless a quorum of members entitled under these Rules to vote is present during the time when the meeting is considering that item.

(g) Ten (10) financial full members personally present shall constitute a quorum for the transaction of the business of any general meeting.

(h) If, within half an hour after the appointed time or the commencement of any general meeting, a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved and, in any other case, shall stand adjourned to the same day in the next week at the same time and unless another place is specified by the Chairperson at the time of adjournment or by written notice to members given before the day to which the meeting is adjourned at the same place and if, at the adjourned meeting, the quorum is not present within half an hour after the time appointed for the commencement of the meeting, the financial full members present (being not less than eight) shall constitute a quorum.

(i) The Chairperson of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

(j) Where a meeting is adjourned for thirty-five (35) days or more, a like notice of the adjourned meeting shall be given as in the case of the general meeting.

(k) Except as provided in clauses (i) or (j) of this Rule, it shall not be necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

25. **Voting**

(a) Votes at any meeting of the Council or of the Association may be given personally or by proxy.
(b) Each financial full member shall in relation to any general meeting of the Association be entitled to appoint a proxy by written notice given to the Chairperson prior to the commencement of the meeting.

(c) A member of the Council shall in relation to any meeting of the Council of the Association be entitled to appoint another member of the Council as a proxy by written notice given to the Chairperson prior to the commencement of the meeting.

(d) At any such meeting, the Chairperson of the meeting shall have both a deliberate and a casting vote.

(e) Voting at any such meeting, other than in any secret ballot required by these Rules, shall be by show of hands unless the meeting otherwise decides.

26. **Notice**

   (a) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the Secretary shall, at least 14 days before the date fixed for the holding of the general meeting, cause to be sent by prepaid post to each member at the member's address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

   (b) Where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the Secretary shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member in the manner provided in clause (a) specifying, in addition to the matter required under clause (a), the intention to propose the resolution as a special resolution.

   (c) No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an Annual General Meeting, business which may be transacted pursuant to rule 23.

   (d) A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who shall include that business in the next notice calling a general meeting given after receipt of the notice from the member.

27. **A resolution of the Association is a special resolution:**

   (a) if it is passed by a majority which comprises at least three-quarters of such members of the Association as, being entitled under these rules so to do, vote in person at a general meeting of which at least 21 days
written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules; or

(b) where it is made to appear to the Commissioner that it is not practicable for the resolution to be passed in the manner specified in paragraph (a), if the resolution is passed in a manner specified by the Commissioner.

**PART C - FINANCES**

28. **Funds**

(a) The funds of the Association shall be derived from annual subscriptions, donations, fines, levies and such other sources as the Council from time to time determines.

(b) Monies of the Association shall be disbursed only upon a resolution of the Council or a general meeting of members of the Association provided that, for the expenditure of the funds of the Association on the general administration of the Association and for purposes reasonably incidental to the general administration of the Association, the prior authority of the Council or general meeting of the Association shall not be necessary before cheques are signed or accounts paid.

(c) All cheques and other instruments for the withdrawal of any funds of the Association from any bank or other account shall be signed by any two (2) Officers.

29. **Auditor**

(a) An auditor shall be appointed annually by the Council.

(b) The auditor shall inspect and audit the account records of the Association in respect of each financial year and shall report in respect of that year to the Council.

(c) The auditor shall have power to place before the Council any suggestion concerning the financial affairs of the Association.

**PART D - GENERAL**

30. **Seal**

(a) The common seal of the Association shall be kept in the custody of the Secretary.

(b) The common seal shall not be affixed to any instrument except by the authority of the Council and the affixing of the common seal shall be attested by the signatures of any one (1) Officer of the Association and the Secretary. However, for the purpose of authorizing the
common seal upon Registration Certificates only one signature is required which is that of the officer at the Secretariat.

31. **Custody and Inspection of Books**

   (a) Except as otherwise provided in these Rules, the Secretary shall keep in his/her custody all books, documents and securities of the Association.

   (b) All books, documents and securities of the Association shall be made available for inspection by any financial member of the Association upon such member giving the Secretary 72 hours notice of his/her desire to inspect the same.

32. **Affiliations**

   The Council may affiliate the Association with such other organisations as may be appropriate to the welfare of the Association.

33. **Regulations**

   (a) The Association may from time to time pursuant only to a Special Resolution make such Regulations as it deems fit for and in respect of any one or more of the following:

   (i) the compilation and publication of the Australian Lowline Cattle Association Incorporated Herd Book;

   (ii) the registration of Lowline stock and embryos;

   (iii) the sale and purchase of registered Lowline stock and embryos; and

   (iv) the conduct of competitions, exhibitions and/or demonstrations.

   (b) The Regulations set out in Schedule A to these Rules shall be the Regulations in force as at the date of incorporation and shall remain in force until amended, rescinded or otherwise pursuant to clause (a) of this Rule.

   (c) Any alteration by the Association to the Regulations set out in Schedule A shall be forthwith notified in writing to each member of the Association.

34. **Dissolution**

   If upon the winding-up or dissolution of the Association there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution or
institutions having objects similar to the objects of the Association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as it currently imposed on the Association, such institution or institutions to be determined by the members of the Association at or before the time of dissolution or in default thereof by such Judge of the Supreme Court of New South Wales as may have or acquire jurisdiction in the matter and if and so far as effect cannot be given to the aforesaid provision, then to some charitable object.

35. **Alterations to Statement of Purposes and/or Rules**

The Statement of Purposes of the Association and, subject always to Rule 33 hereof, these Rules shall not be altered except in accordance with the provisions of the Act.

36. **Promotion Groups**

(a) Full financial members of the Association may, with the permission of the Council, form a Promotion Group.

(b) A Promotion Group shall be primarily responsible for the promotion of the breed of Australian Lowline Cattle and the furtherance of the objects of the Association in the area in which the Promotion Group operates.

(c) The conduct and administration of the affairs of a Promotion Group shall be governed by such by-laws as may from time to time be approved by the Council in relation to Promotion Groups generally and/or that Promotion Group in particular.

37. **Use of Association Logo**

No member of the Association shall use the logo or any other emblem of the Association in a manner which has not previously been approved by the Council.
NB (1) Subject to any decision of the Council to the contrary the following By-Laws shall apply to and govern the conduct and administration of all Promotion Groups formed pursuant to the Rules of the Australian Lowline Cattle Association Inc.

(2) The By-Laws may be altered from time to time by the Council of the Association.

(3) Any Group desirous of a variation to these By-Laws may propose such a variation to the Council for its approval.

1. **Name**

   The name of the Promotion Group shall be the:

   .................................. Australian Lowline Cattle Promotion Group

2. **Definitions**

   In these By-Laws, unless the contrary intention appears:

   2.1 “Association” means the Australian Lowline Cattle Association Inc.

   2.2 “Council” means the Council of the Association.

   2.3 “Group” means the Australian Lowline Cattle Promotion Group.

3. **Objects**

   The objects of the Group are:

   3.1 to uphold and promote the objects of the Association in the area in which the Group operates; and

   3.2 to co-operate with the Association, the Council and other Promotion Groups in promoting generally the interests of breeders of Australian Lowline Cattle.
4. **Membership**

   The membership of the Group shall consist of any member of the Association residing in the area in which the Group operates who desires to be a member of that Group.

5. **Finance**

   The Group may raise such finances as it deems fit and in such manner as it deems fit provided that:

5.1 It shall have no right to call upon any of the finances of the Association.

5.2 It shall not incur any liability on behalf of the Association without the written permission of the Council.

5.3 Upon becoming an Office Bearer or financial signatory of a Promotion Group the member concerned shall complete and forward to the Executive Officer, a written personal indemnity form to the ALCA. The indemnity shall include an undertaking not to commit the Promotion Group to any liability or expenditure beyond that authorised by the Promotion Group and for which funds have been set aside. Failure to comply with the undertaking may render the member personally liable for the debt so incurred.

5.4 In order of the ALCA to meet its obligations for “Goods and Services Tax (“GST”), as laid down in A New Tax System (Goods and Services Tax), Act 1999, and the NSW Associations Incorporation Act, each Promotion Group shall supply, to the Executive Officer, the following:-

5.4.1 With respect to GST, a quarterly statement, in a form prescribed by the Executive Officer, of income and expenditure on which GST has been received or paid, respectively. This statement shall be received by the Executive Officer within ten (10) working days (i.e. weekdays) of the end of the September, December, March and June quarters.

5.4.2 With respect to the Associations Incorporation Act, an annual statement of income and expenditure for the year ended 30 June and a balance sheet as at 30 June. These statements shall be received by the Executive Officer within thirty (30) working days (i.e. weekdays) of 30 June of the year concerned.

5.4.3 Failure of any Promotion Group to meet the requirements of 5.4.1 and 5.4.2 shall lead to immediate withdrawal of recognition by ALCA of the Promotion Group.
6. **Conditions**

6.1 The Promotion Group, once formed following permission from Council, shall remain a Promotion Group within the Incorporated Association and shall not be independent of the Association;

6.2 Any unresolvable dispute within the Promotion Group or in relation to activities of the Group shall be resolved by the Council;

6.3 It is the responsibility of each Promotion Group to comply with the Constitution of the ALCA, together with all its By-Laws and Schedules; and

6.4 Council reserves the right to withdraw permission for the continued operation of the Promotion Group in the event of any breach of ALCA Constitution.

7. **General Meetings**

7.1 The Group shall meet at such times as it may from time to time determine provided that it shall hold an Annual General Meeting during the month of August or September each year.

7.2 A quorum at any meeting of any Promotion Group shall be four (4) members of that Promotion Group.

8. **Officers**

8.1 At each Annual General Meeting, the Group shall elect a Chairperson, a Secretary and a Treasurer by and from the members of the Group.

8.2 The Chairperson shall preside at all meetings of the Group.

8.3 The Secretary shall keep minutes of each meeting of the Group, conduct the correspondence of the Group and notify members of the Group of any meeting of the Group.

8.4 The Treasurer shall keep all necessary financial records and provide a comprehensive financial statement for the year ending 30th June, in accordance with By-Law 5.4.2 (above).
AUSTRALIAN LOWLINE CATTLE ASSOCIATION INCORPORATED

SCHEDULE A to the CONSTITUTION
(First applied from 8th August 1992; Amended versions effective from November, 1998 and subsequently from March, 2002 and September 2005)

REGULATIONS

Table of Contents

1. General
2. Registration of Animals
   2.1 Registration of Bulls
   2.2 Registration of Females
3. Acceptable Methods of Breeding
   3.1 Natural Service
   3.2 Artificial Insemination
   3.3 Embryo Transfer
   3.4 Multi-ownership
   3.5 Leasing
4. Mandatory Tattoo Requirements
5. Code of Ethics
6. Approved Australian Lowline Cattle Association
1. **General**

1.1 All matters herein or arising are subject to decision by the Council.

1.2 It shall be the duty of all members to keep proper records of their stud-breeding activities. Such records to be open for inspection at any time by the Council or any person appointed by the Council.

1.3 The annual publication of the Association shall be called the Australian Lowline Cattle Association Herd Book.

1.4 Full members whose subscriptions are not in arrears shall be entitled to purchase all such publications issued during their membership, including the volume issued in the year of their admission.

1.5 All members of the Association owning Australian Lowline cattle are required to register a distinctive name as a Stud Name and also a three character Stud Tattoo Code. The Stud Name may be up to 20 characters in length (including spaces). No Stud Name or Stud Tattoo Code which is, in the opinion of the Council, inappropriate or likely to prove misleading will be accepted. No animal shall be entered into the Australian Lowline Cattle Association Herd Book with a Stud Name unless such a Stud Name has been duly registered with the Association by the breeder. All animals entered into the Herd Book shall be registered only with the Stud Name of the owner of the cow out of which the calf is born. (Members selling cows but intending to retain any unborn calves from those cows should postpone the Australian Lowline Cattle Association transfer notifications until calving is completed).

1.6 Members must only use the Stud Name as a prefix (or name(s) preceding the animal’s name). Names of animals (excluding the Stud Name) may not exceed twenty (20) characters in length (including spaces). As an alternative, members may elect to identify their stock (male or female) by using the Tattoo Code as the prefix and the year and number identification as the suffix eg XYZ Y049 for an animal born in 2003 at XYZ Farm.

1.7 Members shall forward to the Secretary, by 31st July, in each year, a list of all registered animals in their possession. Unregistered animals must not be included in this herd list.

1.8 In order to be eligible to apply for registration of animals, the applicant must:

i) be a registered member with a registered Stud Name and Stud Tattoo Code; and

ii) be financial for the membership year of the application; and
iii) not have contravened the Code of Ethics of the Association.

1.9 With every registration the applicant must:

i) sign all declarations on all appropriate forms;

ii) satisfy Council on the matters of animal ownership, parentage and conformity; and

iii) if requested to provide photographs in support of registration application, to write on the back of each photograph the Stud Tattoo Code, calf number and full name (including Stud Name), and to endorse each photograph and written details with the applicant’s signature all using a non-erasable pen.

1.10 All registration applications are subject to Council approval. Council reserves the right to request additional information or tests to substantiate parentage or to authenticate compliance with conformity. Council reserves the right to withhold registration where sufficient doubt exists regarding conformity or parentage.

1.11 Any animal may be refused registration or de-registered if:

i) it has been incorrectly described; or

ii) it fails to conform adequately to the standards of conformity; or

iii) its parentage cannot be definitely established; or

iv) it is shown to carry genetic defects.

As a result of any de-registration the progeny of the animal may also be affected.

1.12 The vendor of any Association registered cattle must sign the space provided on the reverse side of the Certificate of Registration and must send it, together with the transfer fee, to the Secretary for the transfer of ownership to be made. All animals which change hands must be transferred before progeny can be registered by the new owner.

1.13 All fees and charges shall be published in all Bulletins.

1.14 The Australian Lowline Cattle Association Standard Description of Australian Lowline Cattle is defined in Schedule B.

2. **Registration of Animals**

2.1 **Registration of Bulls**

To be eligible for entry in the Australian Lowline Cattle Association Herd Book a bull must be:
i) by a registered sire and out of a registered dam;

ii) not over 12 months of age unless granted special dispensation by Council or the member pays double the prescribed registration fee;

iii) ear marked with tattoos in accordance with Section 4 of this Schedule (Mandatory Tattoo Requirements);

iv) wholly black. A little white will not disqualify but is strictly limited to the scrotum;

v) of satisfactory conformity to the Standard Description of the Australian Lowline Cattle (see Schedule B);

vi) be verified for parentage using DNA-typing procedures, and the appropriate DNA certificate be enclosed with the application for registration.

vii) be sexually entire and expected to become fertile on maturity.

viii) In the case of Foundation Animals, only those certified by the authority of Dr Peter Parnell prior to 1 November 1993 shall be included in the Foundation Herd Book.

ix) In the case of all other animals only those descended from Foundation Animals may be registered.

2.2 Registration of Females

2.2.1 To be eligible for entry in the Australian Lowline Cattle Association Herd book a heifer must be:

i) by a registered sire and out of a registered dam;

ii) not over 12 months of age unless granted special dispensation by Council or the member pays double the prescribed registration fee;

iii) ear marked with tattoos in accordance with Section 4 of this Schedule (Mandatory Tattoo requirements);

iv) wholly black. A little white will not disqualify but is strictly limited to a small amount of white on the udder and underline but this must not extend beyond the navel;

v) be verified for parentage using DNA-typing procedures, and the appropriate DNA certificate be enclosed with the application for registration.

vi) In the case of Foundation Animals, only those certified by the authority of Dr Peter Parnell prior to 1 November 1993 can be included in the Foundation Herd Book.
vii) In the case of all other animals only those descended from Foundation Animals may be registered.

2.2.2 **Grading up to Purebred**

Grading up from other breeds to achieve purebred status as Australian Lowline Cattle is not permitted.

3. **Methods of Breeding**

3.1 **Natural Services**

3.1.1 Registration of progeny naturally sired by a bull will only be accepted to a maximum of five (5) partners in the bull.

3.1.2 Where a bull has multiple owners a copy of the Bull Multiple Ownership Entitlement listing the names of all the owners must be lodged with the Association.

3.2 **Artificial Insemination**

3.2.1 Registration of progeny by artificial insemination will only be accepted to a maximum of five (5) partners in the sire unless the donor bull is licensed for artificial insemination.

3.2.2 Where a bull has multiple owners a copy of the Bull Multiple Ownership Entitlement listing the names of all the owners must be lodged with the Association.

3.2.3 The Association will accept calves produced by Artificial Insemination provided that the following rules are followed:

i) the semen shall be from a bull registered by the Association for the purpose after payment of the appropriate fee for licensed semen and supply of a satisfactory DNA typing report; and

ii) semen collected can only be used as per 3.2.1 unless the bull is licensed for Artificial Insemination by the Department of Agriculture and Rural Affairs or equivalent department in the State of origin.

iii) semen from a leased bull is only used for insemination within the specified period of the lease.

3.2.4 i) The service shall be certified by the inseminator on the usual form showing all relevant details (including straw batch number) at the time of the insemination, and this certificate sent to the Association together with the registration application; and

ii) the calf complies with all appropriate rules in section 2.1 or 2.2 above.
To signify that an animal was obtained by Artificial Insemination the registration in the Australian Lowline Cattle Association Herd Book shall carry the suffix “(A.I.)”.

3.3 **Embryo Transfer**

The Association will accept calves produced by Embryo Transfer provided that the following rules are followed:

i) dam and sire must both have DNA-type records on file before the Embryo Transfer process is initiated;

ii) all embryos must be from a dam and a sire both registered with the Australian Lowline Cattle Association and the embryos must be recorded with the Association within 90 days of flush;

iii) all transfers, sales and losses of embryos shall be recorded with the Association;

iv) at the time of completion of transplant, a Certificate of Transfer, signed by the Veterinarian performing the operation, must be retained by the owner;

v) All registered embryos shall be recognised by the Association as only being singly-owned (as opposed to multi-owned) between the time of flush and the time of birth of the subsequent calf.

vi) any failure of the pregnancy to be notified to the Association;

vii) the calf be DNA-typed for parentage verification and the appropriate DNA certificate be enclosed with the application for registration;

viii) at the time of registration of resultant calves, the owner’s copy of the Certificates of Transfer of the embryo must accompany the registration application to the Association; and

ix) the calf complies with all appropriate regulations in section 2.1 and 2.2 above.

An embryo transfer calf shall carry the suffix “(E.T.)” for the registration in the Australian Lowline Cattle Association Herd Book.

3.4 **Multi-ownership**

3.4.1 Multiple ownership of bulls is covered in Regulation 3.2.1 and 3.2.2.

3.4.2 Multiple ownership of a registered female shall be permitted up to maximum of three owners provided that all such owners are financial members of the Association. A copy of the Multiple Ownership
Entitlement listing the names of all the owners must be lodged with the Association.

3.4.3 Any progeny born out of a registered female with multiple owners can only be registered by one single member stud and as such shall carry that stud’s tattoo prefix and name. Written permission is required by the Association from all part-owners of the female in order to confer the designated breeder and first owner on the particular calf/animal.

3.4.4 Where a registered female has multiple owners, written permission is required from all the owners in order to register any flush (and subsequent embryos from that flush) in one member’s name only i.e. the name of the member who shall be the designated breeder and first owner of that particular flush of embryos.

3.4.5 Multiple ownership of embryos is not allowed – refer Regulation 3.3(v).

3.5 Leasing

3.5.1 Should a Lowline bull or female, registered with the Association, be leased for breeding purposes a copy of the agreement signed by the Lessor and the Lessee shall be forwarded to the Association together with payment of the appropriate fees within 90 days of commencement of the lease agreement. The commencement date and intended completion date shall be fully disclosed on the copy of the agreement forwarded to the Association. If the leased animal is a female then the Lessee will in all cases be considered the owner of the dam at conception of any embryo and/or calf if such conception occurs during the period of lease.

3.5.2 The leasing of registered females shall include the provision for leasing of multi-owned registered females. If such a lease is required by another member of the Association then written endorsement is required from all the part-owners before being approved by the Association.

3.5.3 The lessee, of a female, shall be the designated breeder and first owner of all embryos resulting from any flush which occurs during the period of the lease.

4. Mandatory Tattoo Requirements

4.1 All animals registered in the Australian Lowline Cattle Association Herd Book must be tattooed as per the Application for Registration, and all tattoos must be readable.

4.2 The tattoo must accord with the rules below. The tattoos put on animals prior to the date of this Schedule which do not conform to this Schedule must accord with the tattoo rules extant at the time, as agreed by Council.

4.3 It is mandatory that the three character Stud Tattoo Code is imprinted in the animal’s RIGHT ear so that it can be read upright from the front.
4.4 It is mandatory that the year letter and calf number is imprinted in the animal’s LEFT ear so that it can also be read upright from the front.

[To assist in remembering this sequence, when facing the animal from the front, the tattoos should be capable of being read like a book (from the reader’s left to right):

(animal’s right ear) (animal’s left ear)

XYZ Ynnn

(your Stud Tattoo Code)

4.5 **Year Letters**

The Year Letter must denote the Calendar Year of birth of the calf. Starting with “M” representing 1992 each year thereafter uses the next letter of the alphabet except “I” and “O” (which are not to be used owing to their similarity to numbers):

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<th>Letter</th>
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<tbody>
<tr>
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<td>J</td>
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<td>1990</td>
<td>K</td>
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<td>1991</td>
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<tr>
<td>2012</td>
<td>H</td>
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</tbody>
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4.6 **Calf Numbers**

The Year Letter and Calf Number for any one calf must be unique to that breeder. No two animals with the same Stud Tattoo Code may therefore have the same Year Letter and Calf Number.

4.7 **Calf Numbering**

As the animal grows older, portions of the tattoos may become harder to read. Therefore the calf number should not be repeated even in different years. Starting at 001 in your first year of breeding, keep allocating numbers higher than your last one used, never repeating a previously allocated number even from previous years. In this way, even if the Year Letter becomes difficult to read, the calf number is still a unique identifier and the animal’s identity will not be in question.

5. **Code of Ethics**
All Association members are expected to agree to abide by the Code of Ethics as a condition of membership application and acceptance.

5.1 Members will not knowingly make any untruthful statement in submitting applications for registry, and not register animals of questionable parentage.

5.2 Members will not neglect or mistreat their animal(s) but on the contrary at all times safeguard and further its (their) well-being.

5.3 Members will not transfer any animal to a party whom they feel will not conscientiously look after its health, safety and well-being, or may exploit, degrade or otherwise act to the detriment of the breed or the animal.

5.4 Members will only breed animals that they know to be in good condition or health.

5.5 Members will represent their animals honestly to prospective buyers and give such advice or assistance to the buyers as may reasonably be requested.

5.6 Members will keep on the alert for and work to eradicate or control inherited problems or other conditions inimical to the breed.

5.7 Members will so act in their cattle breeding practice and in dealings with others as to protect and improve the good standing and reputation of the breed and the Association.

5.8 Members will, when selling fullblood registered stock, make it quite clear to the purchaser that Australian Lowline Cattle are small for reasons of selective genetic breeding over several generations and place emphasis on that advice as follows:

a) if a Lowline female is joined to a sire from a physically larger or distantly related breed, a risk exists that due partly to the larger genetic size of the sire and partly to hi-brid vigor, that the resulting calf could be considerably oversize to the point of endangering the dam at calving;

b) the reverse applies to the joining of Lowline sires with females of other physically larger breeds. Whilst some buyers may see merit in doing this to produce a small calf, particularly from a maiden heifer, it should be made known to that buyer that it would be advisable to consult with their own cattle breed society and to make use of both “BREEDPLAN” and “ESTIMATED BREEDING VALUE (EBV)” data applicable to that particular breed to select a more appropriate sire(s) to solve their calving difficulties.
6. **Approved Lowline Cattle Associations**

6.1 There is only one approved Association and that is the Australian Lowline Cattle Association Incorporated.

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**AUSTRALIAN LOWLINE CATTLE ASSOCIATION INCORPORATED**

**SCHEDULE B** to the **CONSTITUTION**

(Effective from 7th August 1993)

**STANDARD FOR AUSTRALIAN LOWLINE CATTLE**

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1. General
2. Colour
3. Horns
4. Conformation
5. Skin
6. Weight and Size
7. Functional Efficiency
1. **General**

The Australian Lowline is a pure beef breed.

2. **Colour**

All Australian Lowline are black. There has never been any evidence of any other overall colour applying to the breed or to ancestors of the breed. A little white is not uncommon and should not disqualify so long as it is restricted to the area of the scrotum or the udder. This white patch should not extend further forward than half way between the udder/scrotum and the navel, on the underbelly only.

3. **Horns**

All Australian Lowline cattle are naturally polled.

4. **Conformation**

Should be consistent with that applying to all British beef breeds of cattle, male and female.

5. **Skin**

The skin should always be in good condition, soft and mellow. Hair should be plentiful and evenly distributed, but noting the normal differences expected in areas of extreme cold and heat.

6. **Weight and Size**

Judgment should be based on conformation, health and condition, rather than size.

Mature bulls should measure about 110cm at the hip and mature females, 100cm. In the foundation herd, some animals will exceed those limits by a small amount.

7. **Functional Efficiency**

7.1 **Fertility**

There should be evidence of longevity. Bulls, masculine in appearance, virile and with strong libido. Cows, feminine in appearance with breeding history of regular calving.

7.2 **Sheath**

Retracted prepuce. Penis angle approx 25 degrees from the horizontal.
7.3 **Udder and Teats**
Balanced and well attached.

7.4 **Disposition**
Docility should be a feature.

7.5 **Legs and Feet**
Sound feet and joints. Squarely set.