United States Department of Agriculture

Animal and Plant Health Inspection Service

Animal Care

Fort Collins Office 2150 Centre Avenue Building B, 3W11 Fort Collins, CO 80526 Phone: 970-494-7478 AnimalCare@usda.gov

RE: AWA REGISTRATION APPLICATION PACKAGE

Dear Applicant:

Enclosed you will find an application (APHIS Form 7011A) and tax identification (APHIS Form 7030) for registration under the Animal Welfare Act (AWA).

Included with the application is a copy of the AWA regulation and standards for your information. If you plan to engage in an activity that requires you to be registered under the AWA please complete the enclosed information and return it to the address or email address above. In order for your application to be considered complete, blocks 10 and 11 of the form should be signed by the legally responsible official of the facility. The name and address of that person should be listed in block 1, where the corporate officers are located.

Upon receipt of the completed application, a registration certificate will be issued, and a field inspector will be assigned to inspector your facility.

We hope this information is helpful, and we look forward to hearing from you. Contact this office at 970-494-7478 if you have any questions regarding this letter or the Animal Welfare Act.

Elizabeth Goldentyer, D. V. M.
Deputy Administrator
USDA, Animal Care

Enclosures

An Equal Opportunity Provider and Employer

APPLICATION PACKAGE FOR REGISTRATIONS OTHER THAN DOGS AND CATS

APPLICATION FORMS ENCLOSED

- AWA REGISTRATION APPLICATION PACKAGE LETTER
- APPLICATION FOR NEW REGISTRATION: APHIS FORM 7011A
- FEDERAL DEBT COLLECTION FORM: APHIS FORM 7030
- ANIMAL WELFARE FORMS ORDER

NEW SEND YOUR COMPLETED APPLICATION AND ALL ASSOCIATED FORMS TO ANIMAL CARE VIA EMAIL USING THE 'SUBMIT APPLICATION' BUTTON FOUND ON PAGE 24

ADDITIONAL INFORMATION ENCLOSED

- ANIMAL WELFARE ACT FACTSHEET (NOVEMBER 2012)
- ANIMAL WELFARE ACT RESEARCH FACILITIES FACTSHEET (FEBRUARY 2012)
- COMPLIANCE INSPECTIONS FACTSHEET (FEBRUARY 2012)
- DAILY OBSERVATION TECH NOTE (DECEMBER 2017)

ADDITIONAL FORMS ENCLOSED

- APHIS FORM 7002: PROGRAM OF VETERINARY CARE
- APHIS FORM 2019: RECORD OF ANIMALS ON HAND
- APHIS FORM 7020: RECORD OF ACQUISITION, DISPOSITION OR TRANSPORT OF ANIMALS

ACCORDING TO THE PAPERWORK REDUCTION ACT OF 1995, AN AGENCY MAY NOT CONDUCT OR SPONSOR, AND A PERSON IS NOT REQUIRED TO RESPOND TO, A COLLECTION OF INFORMATION UNLESS IT DISPLAYS A VALID OMB CONTROL NUMBER. THE VALID OMB CONTROL NUMBER FOR THIS INFORMATION COLLECTION IS 0579-0036. THE TIME REQUIRED TO COMPLETE THE INFORMATION COLLECTION IS ESTIMATED TO AVERAGE .25 HOURS PER RESPONSE, INCLUDING THE TIME FOR REVIEWING INSTRUCTIONS, SEARCHING EXISTING DATA SOURCES, GATHERING AND MAINTAINING THE DATA NEEDED, AND COMPLETING AND REVIEWING THE COLLECTION OF INFORMATION.

USDA USE ONLY

OMB APPROVED 0579-0036

APPLICANT SHOULD SEND COMPLETED FORM TO THIS ADDRESS:
Send via Mail **or** Email:
Animal and Plant Health Inspection Service
Animal Care
Fort Collins Office 2150 Centre Avenue Building B, 3W11
Fort Collins, CO 80526
AnimalCare@usda.gov

CERTIFICATE NO./CUSTOMER NO:

RENEWAL DATE:

UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE

APPLICATION FOR NEW REGISTRATION
(TYPE OR PRINT)

EVERY RESEARCH FACILITY, CARRIER, AND INTERMEDIATE HANDLER NOT REQUIRED TO BE LICENSED UNDER SECTION 3 OF THE ANIMAL WELFARE ACT, SHALL REGISTER WITH THE USDA (7 U.S.C. 2136).

1. TYPE OF REGISTRATION REQUESTED:
☐ INTERMEDIATE HANDLER ☐ CARRIER ☐ RESEARCH FACILITY ☐ FEDERAL RESEARCH FACILITY ☐ AGRICULTURAL RESEARCH FACILITY ☐ VETERANS' ADMINISTRATION

2. TYPE OF ORGANIZATION:
☐ INDIVIDUAL ☐ CORPORATION ☐ PARTNERSHIP ☐ UNIVERSITY ☐ LLC ☐ SOLE PROPRIETOR ☐ TRUSTS ☐ OTHER_____

3. **TYPE OF PUBLIC:** *(Select one)*
☐ STATE, LOCAL, TRIBAL GOVERNMENT ☐ BUSINESS OR OTHER FOR-PROFIT ☐ NOT-FOR-PROFIT INSTITUTION ☐ FARM ☐ FOREIGN OR DOMESTIC FEDERAL GOVERNMENT
☐ INDIVIDUAL OR HOUSEHOLD

4. **NAME OF REGISTRANT AND MAILING ADDRESS:** *(SEE INSTRUCTIONS)*

9. ALL BUSINESS NAMES AND LOCATION ADDRESSES HOUSING ANIMALS:
INCLUDE DIRECTIONS TO EACH LOCATION *(P.O. BOX NOT ACCEPTABLE)*
☐ CHECK THIS BOX IF ADDITIONAL LOCATIONS ARE LISTED ON AN ADDITIONAL SHEET.

5. COUNTY:

10. COUNTY:

6. TELEPHONE:

11. TELEPHONE NUMBER AT THIS LOCATION:

7. ☐ **RESIDENTIAL ADDRESS** ☐ **NON-RESIDENTIAL ADDRESS**

12. OPTIMAL HOURS FOR INSPECTION AT THIS LOCATION: (DAYS OF THE WEEK AND TIMES OF DAY)

8. EMAIL:

13. **WEBSITE:**

14. IF INDIVIDUAL, IDENTIFY EACH OWNER, IF PARTNERSHIP IDENTIFY EACH PARTNER OR OFFICER, IF CORPORATION, IDENTIFY PRINCIPAL OFFICERS FOR RESEARCH FACILITIES. INCLUDE THE INSTITUTIONAL OFFICIAL. ☐ **CHECK THIS BOX IF ADDITIONAL PERSONS ARE LISTED ON AN ADDITIONAL SHEET.**

NAME	TITLE	ADDRESS (FULL ADDRESS INCLUDING ZIP CODE)

CERTIFICATION

I HEREBY REGISTER AS A RESEARCH FACILITY, CARRIER, OR INTERMEDIATE HANDLER UNDER THE ANIMAL WELFARE ACT, 7 U.S.C. 2131 ET SEQ. AND I CERTIFY THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I HEREBY ACKNOWLEDGE RECEIPT OF AND AGREE TO COMPLY WITH ALL THE REGULATIONS AND STANDARDS CONTAINED IN 9 CFR, SUBPART A, PARTS 1, 2 AND 3. I CERTIFY THAT ALL LISTED PERSONS ARE 18 YEARS OF AGE OR OLDER.

15. SIGNATURE	16. NAME AND TITLE *(TYPE OR PRINT)*	17. DATE SIGNED

INSTRUCTIONS – APPLICATION FOR REGISTRATION – APHIS FORM 7011A

GENERAL INSTRUCTIONS:

- Original applications with original signatures must be submitted.
- All required blocks must be completed in blue or black ink for the application to be processed. If a block does not apply, write "N/A".
- Incomplete or incorrect applications will be returned for correction which can cause delays in the registration process.
- Tax Identification Sheets (APHIS FORM 7030) must be completed and submitted with an application for the application to be considered complete.

APHIS FORM 7011A INSTRUCTIONS:

Block 1: Select only one box of the regulated activity you will be conducting. For more information on determining the type of registration please see *Part 2, subpart A* of the Animal Welfare Act regulations.

Block 2: Check the one box which best describes your type of organization; if "Other", please identify.

Block 3: Select the one type of public which best fits your organization.

Block 4: "Registrant" means 'business name' or 'name of owner(s)'. If "Individual" is checked in block 7, write the name and mailing address of the owner (only one name may appear). If "Corporation" or "Other" is checked in block 7, write the entity's full business name and mailing address. If "Partnership" is marked in block 7, all partners' names or their business name must be entered and one mailing address.

Block 5: List the county that the mailing address (listed in Block 4) is located in.

Block 6: List the telephone number.

Block 7: Select if the address listed in Block 4 is a residential (home) or non-residential (business) address.

Block 8: Write the email address in which this registration is associated to.

Block 9: List **ALL** D/B/A names and physical addresses where regulated animals and/or transport vehicles are located. A post office box is not acceptable. Please attach additional sheets if there is more than one site location to be identified in this block. **Do not leave blank.**

Block 10: List the county that the physical address (listed in Block 9) is located in.

Block 11: List the telephone number for each physical located.

Block 12: List the days and times of the week in which there is an optimal hour(s) for inspection.

Block 13: List the website that the registration is associated with.

Block 14: If applying as an individual, list the owner and any individuals you would like listed as authorized contacts. If applying as a "Partnership," Corporation," or "Other," enter the names and titles of all partners or corporate officers authorized to conduct business. Attach additional sheets, if necessary. All persons listed on the application must be 18 years of age or older. **If applying as a research facility, you must identify the "Institutional Official" as defined in the *Animal Welfare Regulations Part 1 – Definition of Terms.***

Read the CERTIFICATION statement before signing this application.

Block 15: The signature must be of the owner in block 1 for "Individual" applicants or an authorized person shown in block 8 for a "Partnership," "Corporation," or "Other" applicant.

Block 16: Print the name and title of the person who signed the form in Block 15.

Block 17: Enter the date the application is signed.

PLEASE CONTACT THE OFFICE AT 970-494-7478 IF YOU HAVE ANY QUESTIONS

Privacy Act Notice

Authority: The Animal Welfare Act (AWA), 7 U.S.C. 2131 *et seq*., and the regulations issued thereunder, 9 CFR parts 1 through 4; and the Horse Protection Act (HPA), 15 U.S.C. 1821 *et seq*., and the regulations issued thereunder, 9 CFR parts 11 and 12.

Purpose: This system supports APHIS' administrative activities and enforcement of the AWA and HPA.

Routine Uses:

In addition to those disclosures generally permitted under 5 U.S.C. 552a (b) of the Privacy Act, records maintained in the system may be disclosed outside USDA as follows:

(1) APHIS may disclose the name, city, State, license or registration type and/or status, or change of a license or registrant to any person pursuant to 9 CFR 2.38(c) and 2.127;

(2) APHIS may disclose annual reports submitted to APHIS by licensees and research facilities to any person pursuant to 9 CFR 2.7 and 2.36;

(3) APHIS may disclose inspection reports and other regulatory correspondence issued to licensees and registrants [from the agency] to any attending veterinarian in order to carry out duties under the AWA pursuant to 9 CFR 2.33 and 2.40;

(4) APHIS may disclose the name, telephone number and other contact information, location, inspection reports, and regulatory and other correspondenceof licensees, registrants, permitees, and applicants for the same, to appropriate Federal, foreign, State, local, Tribal, or other public authority agencies or officials, in order to carry out duties under the AWA or State, local, Tribal or other public authority on the same subject pursuant to 7 U.S.C. 2145(b);

(5) APHIS may disclose inspection reports of licensees and registrants, and permit status, to any pet store or other entity that is required under State, local,Tribal, or other public authority to verify a licensee, registrant, or permitee's compliance with the AWA;

(6) APHIS may disclose information to the National Academies of Sciences, Engineering, and Medicine, and any other research institution engaged or approved by the Department, to the extent APHIS deems the disclosure necessary to complete research and/or compile a report in furtherance of the Department's mission;

(7) APHIS may disclose final adjudicatory AWA and HPA decisions or orders by an appropriate authority to any person;

(8) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of persons (referred to as "Designated Qualified Persons" or "DQPs") that are or have been qualified to detect and diagnose a horse that is sore or otherwise inspect horses for purposes of enforcing the HPA and of horse industry organizations or associations (referred to as "HIOs") that have currently or have had in the past DQP programs certified by the USDA;

(9) APHIS may disclose to any regulated horse owner, HIO, and other entities responsible for licensure or required to verify compliance with the HPA, HPA inspection findings and regulatory and other correspondence issued to persons or entities regulated under the HPA;

(10) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of any person or entity who has been disqualified, suspended, and/or otherwise prohibited from showing or exhibiting any horse, or judging or managing any horse show, horse exhibition, horse sale, or horse auction under the HPA and the terms of such action;

(11) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of any regulated individual or entity whose license or permit has been suspended, revoked, expired, terminated, or denied under the AWA and the terms of such action;

(12) APHIS may disclose to appropriate law enforcement agencies, entities, and persons, whether Federal, foreign, State, local, or Tribal, or other public authority responsible for enforcing, investigating, or prosecuting an alleged violation or a violation of law or charged with enforcing, implementing, or complying with a statute, rule, regulation, or order issued pursuant thereto, when a record in this system on its face, or in conjunction with other records, indicates a violation or potential violation of law, whether civil, criminal, or regulatory in nature, and whether arising by general statute or particular program statute, or by regulation, rule, or court order issued pursuant thereto, if the information disclosed is relevant to any enforcement, regulatory, investigative, or prosecutive responsibility of the receiving entity;

(13) APHIS may disclose to the Department of Justice when the agency, or any component thereof, or any employee of the agency in his or her official capacity, or any employee of the agency in his or her individual capacity where the Department of Justice has agreed to represent the employee, or the United States, in litigation, where the agency determines that litigation is likely to affect the agency or any of its components, is a party to litigation or has an interest in such litigation, and the use of such records by the Department of Justice is deemed by the agency to be relevant and necessary to the litigation; provided, however, that in each case, the agency determines that disclosure of the records to the Department of Justice is a use of the information contained in the records that is compatible with the purpose for which the records were collected;

(14) APHIS may disclose information in this system of records to a court or adjudicative body in administrative, civil, or criminal proceedings when: (a) The agency or any component thereof; or (b) any employee of the agency in his or her official capacity; or (c) any employee of the agency in his or her individual capacity where the agency has agreed to represent the employee; or (d) the United States Government, is a party to litigation or has an interest in such litigation, and by careful review, the agency determines that the records are to be for a purpose that is compatible with the purpose for which the agency collected the records;

(15) APHIS may disclose information from this system of records to appropriate agencies, entities, and persons when: (a) USDA suspects or has confirmed that there has been a breach of the system of records; (b) USDA has determined that as a result of the suspected or confirmed breach there is a risk of harm to individuals, USDA (including its information systems, programs, and operations), the Federal Government, or national security; and (c) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with USDA's efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm;

(16) APHIS may disclose information from this system of records to another Federal agency or Federal entity, when the USDA determines that information from this system of records is reasonably necessary to assist the recipient agency or entity in (a) responding to a suspected or confirmed breach or (b) preventing, minimizing, or remedying the risk of harm to individuals, the recipient agency or entity (including its information systems, programs, and operations), the Federal Government, or national security, resulting from a suspected or confirmed breach;

(17) APHIS may disclose information in this system of records to USDA contractors and other parties engaged to assist in administering the program, analyzing data, developing information management systems, processing Freedom of Information Act requests, and conducting audits. Such contractors and other parties will be bound by the nondisclosure provisions of the Privacy Act;

(18) APHIS may disclose information in this system of records to USDA contractors, partner agency employees or contractors, or private industry employed to identify patterns, trends, or anomalies indicative of fraud, waste, or abuse;

(19) APHIS may disclose information in this system of records to a Congressional office from the record of an individual in response to any inquiry from that Congressional office made at the written request of the individual to whom the record pertains;

(20) APHIS may disclose information in this system of records to the National Archives and Records Administration or to the General Services Administration for records management activities conducted under 44 U.S.C. 2904 and 2906; and

(21) APHIS may disclose information in this system of records to the Treasury Department as necessary to carry out any and all functions within their jurisdiction, including but not limited to, processing payments, fees, collections, penalties, and offsets.

Disclosure: Furnishing this information is voluntary; however, failure to furnish this information may impede your ability to comply with the requirements of the Animal Welfare Act, regulations, and standards.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0036. The time required to complete this information collection is estimated to average .25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.	**OMB Approved** 0579-0036

United States Department of Agriculture
Animal and Plant Health Inspection Service
Animal Care

Federal Debt Collection Form

Clear form

1: State -- Select from dropdown --	**2: Customer Number:**
	3. Certificate Number:

The Federal Debt Collection Act of 1996 requires APHIS to obtain your Federal Taxpayer Identification Number. This would be either your Federal Employer Identification Number (EIN) or your Social Security Number(s) (SSN). This number is for the purpose of collecting and reporting any delinquent amounts arising out of a relationship with the Federal Government. Your SSN or EIN is required to process your license/registration application.

New license/registration applications: You must submit your SSN or EIN using this form.

Renewing license/registration applications:

- You must resubmit your SSN or EIN number using this form.
- If the number submitted does not match your previously submitted EIN or SSN, your application for license/registration renewal will be returned with instructions and your renewal delayed.
- If your SSN, EIN, and/or type of organization changes, you may have to apply for a new license/registration.

If the license/registration certificate is issued to a corporation or partnership, all partners' names and SSN or EIN must be listed.

4: Business Name or Individual Name or Partner Name:	**5: Federal Taxpayer Identification Number**
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:

Instructions: Federal Debt Collection Form

- **Please** read all instructions before completing the Federal Debt Collection form.
- **Contact** your USDA APHIS Animal Care office before mailing your application.
- **Corrections** and/or clarifications will delay the processing of your application.
- **All** blocks must be completed; if one does not apply please put "N/A".
- **Mail** in all original documents. We cannot accept applications that are copied, e-mailed, or faxed.
- **Complete** the application in Blue or Black ink.
- **Mail** in with the application and appropriate fees.

Block 1: Insert the State of the business address of the licensee/registrant.

Block 2: Insert the customer number.

Block 3: Insert the certificate number.

Block 4 and 5: Insert the name of the individual, business, partnership, corporation, or other i.e. John Smith; John Smith Kennels; JS Kennels; JS Kennels, Inc.

(a) If an **Individual**; write the individual's Social Security Number.
(b) If a **Partnership**; write either all partner's names and Social Security Numbers or the business name and Employee Identification Number.
(c) A **Corporation** or **Other**; write the business name and Employee Identification Number.

ANIMAL WELFARE FORMS ORDER

# of Forms	or	# of Pkgs	Form #	Title & Description
_____		N/A	7002	Program of Veterinary Care (PVC) one per licensee/with insert NOTE: 7002 only necessary if change vets and/or protocols or move.
_____		_____	7005	Record of Dogs & Cats on Hand – 100/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7005.pdf
_____		_____	7006	Record of Disposition of Dogs/Cats – 100/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7006.pdf
_____		_____	7006A	Continuation Sheet of Disposition of Dogs/Cats – 100 pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7006a.pdf
_____		_____	7019	Record of Animals on Hand (other than dogs/cats) – 50/pkg
_____		_____	7020	Record of Disposition of Animals (other than dogs/cats) – 50/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7020.pdf
_____		_____	7020A	Continuation Sheet of Record of Disposition of Animals (other than dogs/cats) – 50/pkg
_____				Live Animal sticker for pet transportation
_____				Animal Welfare Act Regulation (blue) Book
_____			N/A	Other: _____

****These are 3-part forms. If you print from the website, two copies must be made after the forms are filled in.**

Ordered by: License #: _____ or Customer #: _____

Name: _____

Business Name: _____

Address: _____

City, State, Zip: _____

Area Code & Phone #: _____

Order taken by: _____ Date: _____

Order filled by: _____ Date: _____

Note: This is an optional document to assist licensees/registrants in meeting the requirements of of the regulations. Licensees/Registrants may develop their own formats if desired.

04/01/2013

Animal Care

www.aphis.usda.gov/animal_welfare/

Factsheet

USDA APHIS

United States Department of Agriculture

Animal and Plant Health Inspection Service

The Animal Welfare Act

For nearly 50 years, the U.S. Department of Agriculture (USDA) has enforced the Animal Welfare Act (AWA) to protect certain animals from inhumane treatment and neglect. Congress passed the AWA in 1966 and strengthened the law through amendments in 1970, 1976, 1985, 1990, 2002, 2007, and 2008. The USDA's Animal and Plant Health Inspection Service (APHIS) administers the AWA, its standards, and its regulations.

The Law

The AWA requires that basic standards of care and treatment be provided for certain animals bred and sold for use as pets, used in biomedical research, transported commercially, or exhibited to the public. Individuals who operate facilities in these categories must provide their animals with adequate care and treatment in the areas of housing, handling, sanitation, nutrition, water, veterinary care, and protection from extreme weather and temperatures. Although Federal requirements establish basic standards, regulated businesses are encouraged to exceed these standards.

Exemptions

The AWA regulates the care and treatment of warmblooded animals, except those (such as farm animals) that are used for food, fiber, or other agricultural purposes. Currently, coldblooded animals, such as snakes and alligators, are exempt from coverage under the Act. Animal shelters and pounds are regulated if they sell dogs or cats to dealers or research facilities. Pets owned by private citizens are not regulated.

Pet Protection

To help prevent trade in lost or stolen animals, regulated businesses are required to keep accurate records of acquisition and disposition and a description of the animals that come into their possession. Animal dealers and exhibitors also must hold the animals that they acquire from a pound or shelter for a period of 5 to 10 days to verify their origin and allow pet owners an opportunity to locate a missing pet.

Animal Fighting

The AWA prohibits staged dogfights, bear or raccoon baiting, cockfighting, and similar animal fighting ventures.

Licensing and Registration

The AWA requires that all individuals or businesses dealing with animals covered under the law must be licensed or registered with APHIS.

Research Facilities

Regulated research facilities include hospitals, colleges and universities, diagnostic laboratories, and many private firms in the pharmaceutical and biotechnology industries. In addition to providing basic standards of veterinary care and animal husbandry, regulated research facilities must provide dogs with the opportunity for exercise and promote the psychological well-being of nonhuman primates used in laboratories. Researchers must use methods to avoid or minimize discomfort, distress, and pain to the regulated animals unless withholding such methods is scientifically justified. The AWA also forbids the unnecessary duplication of previous experiments using regulated animals.

Research facilities must establish an Institutional Animal Care and Use Committee to oversee the use of animals in experiments. This committee is responsible for ensuring that the facility remains in compliance with the AWA and for providing documentation of all areas of compliance to APHIS. The committee must be composed of at least three members, including one veterinarian and one person who is not affiliated with the facility in any way.

The AWA does not permit APHIS to interrupt the conduct of actual research or experimentation.

[continued, reverse side]

Animal Care

Factsheet

www.aphis.usda.gov/animal_welfare/

USDA

United States Department of Agriculture

Animal and Plant Health Inspection Service

AWA Enforcement

APHIS ensures that all regulated commercial animal breeders, dealers, brokers, transportation companies, exhibitors, and research facilities are licensed or registered. APHIS also searches for unlicensed or unregistered facilities.

Before APHIS will issue a license, the applicant must be in compliance with all standards and regulations under the AWA. To ensure that all licensed and registered facilities continue to comply with the Act, APHIS inspectors regularly make unannounced inspections.

If an inspection reveals deficiencies in meeting the AWA standards and regulations, the inspector documents the deficiencies and instructs the facility to correct the problems within a given timeframe. If deficiencies remain uncorrected at subsequent inspections, APHIS considers legal action.

APHIS also reviews and investigates alleged violations. Some cases are resolved with Official Notices of Warning or agency stipulation letters, which set civil penalties for the infractions. Civil penalties include cease-and-desist orders, fines, and license suspensions or revocations. If APHIS officials determine that an alleged AWA violation warrants additional action, APHIS submits all evidence to USDA's Office of the General Counsel for further legal review.

Cooperation

In addition to conducting regular inspections, APHIS will perform inspections in response to public input about the conditions of regulated facilities. Concerned individuals are also encouraged to inform APHIS about facilities that should be licensed or registered.

Many State and local governments have passed additional animal welfare legislation. The public is encouraged to work with Federal, State, and local officials as well as local humane organizations to help eliminate inhumane treatment of animals.

Additional Information

For more information about the Animal Welfare Act, contact:
Animal Care, APHIS-USDA
4700 River Road, Unit 84
Riverdale, MD 20737-1234
Telephone: (301) 851-3751
Fax: (301) 734-4978
Email: ace@usda.gov
Web page: www.aphis.usda.gov/animal_welfare

November 2012

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720–2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326–W, Whitten Building, 1400 Independence Avenue, S.W., Washington, D.C. 20250–9410 or call (202) 720–5964 (voice and TDD). USDA is an equal opportunity provider and employer.

The Animal Welfare Act: Research Facilities

The U.S. Congress passed the Animal Welfare Act (AWA) in 1966. Since then, the U.S. Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS) has vigilantly enforced this Act to ensure the well-being of animals used in laboratory research. APHIS enforces standards for animal husbandry, recordkeeping, the review of research protocols, and veterinary care.

The AWA covers nearly all species of warmblooded animals used in research. An amendment to the AWA in 2002 excluded birds, mice of the genus *Mus*, and rats of the genus *Rattus* bred for use in research. The AWA does not regulate animals used in elementary or secondary education or farm animals used in agricultural research.

Animal Husbandry

Research facilities using regulated animals must register with APHIS and provide their animals with proper treatment and a healthy and safe environment. Research facilities must provide their animals with water and a balanced diet of wholesome food, clean and structurally sound housing that affords enough space for the animals to move comfortably, and protection from extremes of temperature and weather.

The AWA places additional requirements on facilities housing animals with special needs. For example, facilities with nonhuman primates must provide environmental enrichment, such as swings, toys, and regular interaction with other primates or a familiar caregiver. This enrichment enhances the primates' psychological well-being. Facilities must also provide dogs with an opportunity for exercise and follow guidelines for the care and use of farm animals in nonagricultural studies.

Veterinary Care

To ensure that research facilities provide their animals with proper veterinary care, APHIS requires that they employ an attending veterinarian who is located on the premises or who makes regularly scheduled visits. The facility must also establish a program of veterinary care that includes procedures for the administration of vaccines, regular examinations, and the care of sick animals. Researchers using regulated animals must follow professionally accepted standards of humane treatment and use, which includes administering pain-relieving medication or anesthesia for procedures that cause more than momentary pain or distress, unless withholding those agents is scientifically justified. Further, the program must include provisions for the humane euthanasia of animals, in accordance with American Veterinary Medical Association recommendations.

Recordkeeping

To ensure that cats and dogs used in research are obtained legally, APHIS requires that all dealers who sell animals to research facilities must breed the animals themselves or obtain them from other licensed dealers, pounds, or shelters. APHIS also requires research facilities and dealers to maintain detailed records indicating the source of their dogs and cats.

Review of Research Protocols

The AWA requires that each research facility establish an Institutional Animal Care and Use Committee (IACUC) to oversee the humane care and use of regulated animals. It is important that the IACUC consider the general public's concerns for the welfare of animals used in research, as well as the needs of the facility. Therefore, the committee must be composed of at least three members, including a person unaffiliated with the facility and a veterinarian familiar with laboratory animal medicine.

One of the IACUC's functions is to review research protocols to ensure that they comply with the AWA requirements. These requirements state that researchers must consider alternatives to procedures that may cause more than momentary or slight pain or distress to the animals. The IACUC must also ensure that activities do not unnecessarily duplicate previous experiments.

Enforcement

APHIS officials inspect research facilities at least annually to ensure compliance with the AWA. On these unannounced inspections, APHIS officials review the facility's animal enclosures and husbandry practices, programs of veterinary care, animal acquisition records, research protocols, and IACUC records. If the officials find any items that are not in compliance with the law, they document the items and give the facility a timeframe for correction, or, in cases of severe neglect or repeat violations, immediately initiate enforcement action. Such action can include monetary penalties, corrective cease-and-desist orders, or confiscation of the animals. APHIS may also consider innovative

settlements for facilities that show an interest in improving conditions for their animals.

Cooperative Efforts

The AWA stipulates that all laboratory personnel involved in research projects must receive training and instruction in humane care and handling of the species they work with, aseptic surgical techniques, the proper uses of anesthetics and tranquilizers, and the use of services available to provide information on alternatives to animal research.

To assist research facilities in this endeavor, Congress established the Animal Welfare Information Center (AWIC) at the National Agricultural Library in Beltsville, MD. AWIC conducts literature search workshops several times a year to educate researchers. The Web site is located at www.nal.usda.gov.awic. APHIS' relationship with AWIC and the research community is a broadly supported effort to produce a searchable Internet database source on alternatives to animal experimentation. The Johns Hopkins University Center for Alternatives to Animal Testing manages the Web site, http://altweb.jhsph.edu, to assist researchers.

Additional Information

For additional information on APHIS' oversight of animals used in research, contact APHIS' Animal Care headquarters at:

Animal Care, APHIS-USDA
4700 River Road, Unit 84
Riverdale, MD 20737-1234
Phone: (301) 851-3751
Fax: (301) 734-4978
Email: ace@usda.gov
Web page: www.aphis.usda.gov/animal_welfare

USDA is an equal opportunity provider and employer.

Compliance Inspections

The U.S. Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS) administers the Animal Welfare Act (AWA). This law provides for the humane care and treatment of animals bred for commercial sale, transported in commerce, used in biomedical research, and exhibited to the public.

APHIS' Animal Care program enforces the AWA primarily through inspections of regulated facilities. To ensure that compliance with the AWA is continually maintained, all facilities that keep animals regulated under the Act must be licensed or registered with APHIS. APHIS officials—veterinarians or qualified animal care inspectors employed by APHIS and trained to identify potential violations of the AWA and its regulations—conduct unannounced inspections of every licensed or registered facility in the country. APHIS inspectors receive special training in the proper care of marine mammals, exotic animals, and animals used in research. Inspectors also receive extensive training in how to conduct inspections at airport terminals, zoos, and commercial animal breeding facilities, among others.

Inspection Procedures

During an inspection, the APHIS inspector must be given full access to all areas where regulated animals are kept as well as to all records required under the AWA and regulations. A responsible adult must be available to accompany the APHIS inspector. All regulated animals must be shown to the inspector, who may examine any animals. The inspector may also observe how the animals are handled by their caretakers. Dealers, exhibitors, breeders, caretakers, or researchers who interfere with the inspector's duties are in violation of the AWA.

During the inspection, the APHIS inspector examines and documents all areas of care and treatment that are covered under the AWA. This includes observing regulated animals; inspecting the facilities, including enclosure or housing materials and space, as well as food storage; and reviewing records, such as animal acquisition records, medical records, and necropsy reports. If the inspector observes that the facility is not in full compliance with the AWA requirements, he or she will explain to the owner or manager all deficiencies noted.

Once the inspection is completed, the inspector documents any noncompliant items or issues that require correction in an inspection report and takes photographs as needed. For each issue that requires correction, the specific applicable regulation is cited, along with a description of the problem and a deadline by which the issue must be corrected. If deficiencies remain uncorrected at subsequent inspections, APHIS considers legal action.

Repeat noncompliances and serious incidents may warrant enforcement actions such as letters of warning, monetary penalties, license suspensions and revocations, and confiscations of animals.

AWA Standards

APHIS requires all owners and managers of licensed and registered facilities to comply with certain standards, which vary depending on the species and type of facility. The following are examples:

- **Housing**—Animals must be housed in a structurally sound facility in good repair. The facility must contain the animals and protect them from other animals or extreme weather and temperatures. Drainage systems must also be in good repair.
- **Ventilation**—Animals must be provided with cool air or increased ventilation if the ambient temperature is above 85 degrees Fahrenheit or heat if the temperature falls below 45 degrees Fahrenheit.
- **Lighting**—Facilities must be lit well enough to allow safe and easy access for feeding, cleaning, and complete inspection.
- **Interior Surfaces**—The interior of a facility must be substantially impervious to moisture and be able to be easily cleaned and sanitized.
- **Primary Enclosures**—Animals must be housed in structurally sound enclosures that are in good repair and meet APHIS' minimum space requirements. The floors must protect the animals from injury. The cages must be dry and clean and allow animals easy access to food and water.
- **Sanitation**—Animal waste must be removed and disposed of regularly and as necessary. Primary cages or enclosures should be sanitized at least once every 2 weeks. Facilities must not allow trash to accumulate.

- **Pest Control**—Facility managers must have an effective program to control insects, ectoparasites, and avian and mammalian pests.
- **Feeding and Watering**—Animals must be provided with nutritious, palatable food that is free from contamination, properly stored, and served in a clean receptacle. Potable water must be made available twice daily for 1 hour if it is not available all the time.
- **Outdoor Shelter**—Animals must be protected from sunlight, precipitation, and extreme temperatures.
- **Compatibility**—Female animals in heat must be separated from male animals except for breeding purposes. Animals with vicious dispositions should be housed apart from other animals. Puppies and kittens should be separated from adult animals other than their mothers. Different species of animals should not be housed together unless compatible.
- **Recordkeeping**—Facility managers must maintain accurate and complete records of the sources of all animals that come into their possession. Managers are also required to keep records of the dates of acquisition and disposition and to properly identify the animals on the premises. These records must be made available for inspection whenever necessary.
- **Adequate Veterinary Care**—Programs of disease control and prevention, euthanasia, and veterinary care must be established and maintained under the supervision and assistance of a veterinarian. A caretaker also must observe the animals daily.
- **Handling**—Every licensee is required to handle animals properly at all times whether he or she is petting, working, feeding, crating, performing, or transferring them.
- **Transportation**—Licensees and registrants are required to provide animals with adequate space, ventilation, and shipping containers during transportation. Most animals transported must be weaned and at least 8 weeks old.

Additional Information

For more information, contact:

Eastern Region
Animal Care, APHIS-USDA
920 Main Campus Drive, Suite 200
Raleigh, NC 27606-5210
Phone: (919) 855-7100
Fax: (919) 855-7125
Email: aceast@aphis.usda.gov

Western Region
Animal Care, APHIS-USDA
Building B, Mailstop #3W11
2150 Centre Avenue
Fort Collins, CO 80526-8117
Phone: (970) 494-7478
Fax: (970) 494-7461
Email: acwest@aphis.usda.gov

Headquarters
Animal Care, APHIS-USDA
4700 River Road, Unit 84
Riverdale, MD 20737-1234
Phone: (301) 851-3751
Fax: (301) 734-4978
Email: ace@aphis.usda.gov
Web page: www.aphis.usda.gov/animal_welfare

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Animal Care
Tech Note
USDA APHIS
United States Department of Agriculture
Animal and Plant Health Inspection Service
www.aphis.usda.gov/animal_welfare/

December 2017

Daily Observation

The Animal Welfare Act regulations (9 C.F.R. §§ 2.33(b)(3), 2.40(b)(3)) require dealers, exhibitors, and research facilities to observe all animals daily to assess their health and well-being. This may be accomplished by someone other than the attending veterinarian if a mechanism of direct and frequent communication is in place to convey timely and accurate information on problems of animal health, behavior, and well-being to the attending veterinarian.

Daily observation of all animals is part of good husbandry practices. It is extremely important that dealers, exhibitors, and research facilities meet this requirement to detect possible problems, including disease and abnormal behavior. Early detection and treatment improves animal outcomes and can save time and money. For example, an animal observed with a small laceration or wound on the day the injury occurred may only require cleaning and minimal medication and treatment, while the same laceration observed several days later may be infected and require more extensive and expensive treatment with a higher risk to the animal's health and well-being.

This Tech Note provides helpful tips on daily observation of animals to assess their health and well-being and spotlights practices licensees and registrants use to ensure effective daily observation of animals. These helpful tips and practices are not mandatory regulatory requirements.

WHEN. Generally, it is most effective to observe and assess an animal's health and well-being as a single and separate task, rather than combining it with other tasks or chores. If daily observations are combined with other tasks, the potential for missing something crucial increases, as the focus is on completing all of the tasks rather than observing the animal.

HOW. Observe each animal daily to assess its health and well-being. Carefully observe each animal from head to tail, including each part of its body and behavior, for abnormalities that may indicate a potential problem. Also, look at the feces, and discharge from the animal if there is any, for signs of abnormalities. Establish a consistent method for conducting your daily observations. We encourage facilities to consult with their attending veterinarian on how to perform daily observations of animals. Many facilities have found checklists and similar tools helpful for ensuring daily observations are consistent and effective in assessing animal health and well-being.

WHAT. Things to consider when conducting your observations (not limited to the following):

- **Physical attributes:** How does the animal look? Are there any abnormalities? Consider handling the animal if safe and appropriate to do so. Not only will you be able to use touch as an observational tool, you will also promote social interactions and neurological well-being.

- Body
  - Is haircoat normal? Glossy or dull, hair loss?
  - Under or over weight? Can you see the ribs?
  - Itching? Scabbing? Lumps? Bumps? Parasites?
- Head
  - Eyes – clear, discharge, winking or blinking excessively?
  - Ears/Nose – clean, discharge or buildup?
  - Mouth/Teeth/Gums - clean, buildup (tartar), bleeding or injuries?
- Limbs/Extremities
  - Feet – Nails/Claws/Hooves proper length, wounds or abnormalities?
  - Joints – calluses, mobility, lameness?

☐ **Behavior:** Is the animal acting normal? Is the movement or gait normal? Is the animal lethargic or displaying behaviors consistent with sickness, stress, or boredom? Does the behavior change when you move closer or further from the animal? For example, does the animal act stoic and appear to be normal upon closer examination, but when walking away or from a distance the animal appears to have a limp or injury or displays different behavior.

☐ **Environment:** Is the animal's environment safe? Are environmental controls (temperature, humidity, shelter from elements) adequate for the species and the season?

Is the animal:

- Huddling or shivering due to cold?
- Panting, or laying stretched out due to heat?
- Food and water receptacles used or left alone?
  - Eating and drinking enough?
- Elimination habit normal?
  - Loose or abnormal stools?
  - Vomit? Regurgitated food/water?

☐ **Animals under veterinary care:** Daily observation is required for all animals at the facility whether or not the animals are under veterinary care and/or treatment. However, when observing animals under veterinary care and/or treatment, it is important to observe how the treatment is progressing.

Consider the following:

- Is the treatment working? Is the animal's health improving, about the same, or worsening?
- When should you follow up with your attending veterinarian? If the animal's condition is worsening or you've completed treatment but the animal seems about the same, is it time to call the veterinarian with an update?

- What should you be documenting as part of your observation and treatment plan?

Discussing the questions above with your attending veterinarian will help you to provide for the animal's health and well-being. Regularly review, discuss, and update your Program of Veterinary Care with your attending veterinarian to account for new guidance or treatment protocols.

Facility Spotlight – Daily Observation in Practice:
Below are examples of some of the procedures and practices that have been developed and adopted by regulated facilities to ensure effective daily observation of animals.

- Daily observation should be done as a sole task with complete focus on the animals – separate from the rest of the work and daily chores.
- Keep records of daily observations and contacts with the attending veterinarian – including animal identification, date, what the problem was, method of contact to the attending veterinarian (phone, text, email, visit), and the attending veterinarian's advice.
- Capture information on daily observations, including photographs and videos, using a tablet or smartphone that can immediately connect to a main office computer for review.
- Create a system to log daily observation recordings, such as a notebook/binder or spreadsheet/database.
- Look at every animal and enclosure at the beginning of each day. Make a list of what needs to be fixed, repaired, clipped, moved, medicated, etc. This creates a "to-do list" for the day for planning and maintenance in addition to accomplishing daily observations.
- Provide training to all staff with responsibility for conducting daily observation on recognizing physical and behavioral concerns, and, the established protocol within the facility for documenting and communicating with the attending veterinarian.
- Monitor appetite and diet consumption as potential early indicators of concern.
- Include weekly weight checks in the observation program.

For more information contact:

USDA, APHIS Animal Care
4700 River Road, Unit 84
Riverdale, MD 20737
(301) 851-3751
E-mail: ace@aphis.usda.gov

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Clear Form

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0036. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEATH INSPECTION SERVICE
ANIMAL CARE

PROGRAM OF VETERINARY CARE

INSTRUCTIONS
For use of this form, see 9 CFR 2.40 (Animal Welfare Regulations, Title 9, Subchapter A, Part III, Subpart D, Section 2.40)

The attending veterinarian shall establish, maintain, and supervise programs of disease control and prevention, pest and parasite control, pre-procedural and post-procedural care, nutrition, euthanasia, and adequate veterinary care for all animals on the premises of the licensee/registrant. A written program of adequate veterinary care between the licensee/registrant and the doctor of veterinary medicine shall be established. By law, such programs must include regularly scheduled visits to the premises by the veterinarian. Scheduled visits are required to monitor animal health and husbandry.

This optional form or an equivalent format may be used to meet the requirement for a written Program of Veterinary Care. This form may be used as a guideline for developing and writing the veterinary care plan for your animals.

Pages or blocks which do not apply to the facility should be marked N/A. If the space provided is not adequate for a specific topic, additional sheets may be added. Ensure the additional sheets include Section and Item Numbers.

SECTION I. PROGRAM ESTABLISHMENT

A. LICENSEE/REGISTRANT		B. VETERINARIAN
1. NAME		1. NAME
2. BUSINESS NAME		2. CLINIC NAME
3. USDA LICENSE/REGISTRATION NUMBER		3. STATE LICENSE NUMBER
4. STREET MAILING ADDRESS		4. BUSINESS ADDRESS
5. CITY, STATE, AND ZIP CODE		5. CITY, STATE, AND ZIP CODE
6. HOME TELEPHONE	7. BUSINESS TELEPHONE	6. BUSINESS TELEPHONE

We have read and completed this Program of Veterinary Care and understand our responsibilities.

Regularly scheduled visits by the veterinarian will occur at the following frequency: _____.

C. NOTES:

☐ check if not applicable

SECTION II. DOGS AND CATS

A. VACCINATIONS – SPECIFY THE FREQUENCY OF VACCINATION FOR THE FOLLOWING DISEASES

CANINE			FELINE		
	JUVENILE	ADULT		JUVENILE	ADULT
PARVOVIRUS			PANLEUK		
DISTEMPER			RESP. VIRUSES		
HEPATITIS			RABIES		
LEPTOSPIROSIS			OTHER *(specify)*		
RABIES					
BORDETELLA					
OTHER *(specify)*					

B. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING

1. ECTOPARASITES *(fleas, ticks, mites, lice, flies)*

2. BLOOD PARASITES *(heartworm, Babesia, Ehrlichia, other)*

3. INTESTINAL PARASITES *(fecals, deworming)*

C. EMERGENCY CARE – DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

D. EUTHANASIA

1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:

- o PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
- o UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.

APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE "AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS".

EUTHANASIA WILL BE CARRIED OUT BY THE: ☐ VETERINARIAN ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

E. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

- ☐ CONGENITAL CONDITIONS
- ☐ QUARANTINE CONDITIONS
- ☐ NUTRITION
- ☐ ANTHELMINTIC ALTERNATION
- ☐ OTHER *(specify)* _____
- ☐ EXERCISE PLAN *(dogs)*
- ☐ PROPER HANDLING OF BIOLOGICS
- ☐ VENEREAL DISEASES
- ☐ PEST CONTROL AND PRODUCT SAFETY
- ☐ PROPER USE OF ANALGESICS AND SEDATIVES

☐ check if not applicable

SECTION III. WILD AND EXOTIC ANIMALS

A. VACCINATIONS – LIST THE DISEASES FOR WHICH VACCINATIONS ARE PERFORMED AND THE FREQUENCY OF THE VACCINATIONS *(enter N/A if not applicable)*

CARNIVORES

HOOFED STOCK

PRIMATES

ELEPHANTS

MARINE MAMMALS

OTHER (*specify*)

B. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING

1. ECTOPARASITES *(fleas, ticks, mites, lice, flies)*

2. BLOOD PARASITES

3. INTESTINAL PARASITES

C. EMERGENCY CARE

1. DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

2. DESCRIBE CAPTURE AND RESTRAINT METHOD(S)

D. EUTHANASIA

1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:

- PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
- UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.

APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE "AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS".

EUTHANASIA WILL BE CARRIED OUT BY THE: ☐ VETERINARIAN ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

E. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

☐ PEST CONTROL AND PRODUCT SAFETY

☐ QUARANTINE PROCEDURES

☐ ZOONOSES

☐ OTHER *(specify)* _____

☐ ENVIRONMENT ENHANCEMENT (*primates*)

☐ WATER QUALITY (*marine mammals*)

☐ SPECIES-SPECIFIC BEHAVIORS

☐ PROPER STORAGE AND HANDLING OF DRUGS AND BIOLOGICS

☐ PROPER USE OF ANALGESICS AND SEDATIVES

F. LIST THE SPECIES SUBJECTED TO TUBERCULOSIS TESTING AND THE FREQUENCY OF SUCH TESTS

☐ check if not applicable

SECTION IV. OTHER WARMBLOODED ANIMALS

A. INDICATE SPECIES

B. VACCINATIONS – LIST THE DISEASES FOR WHICH VACCINATIONS ARE PERFORMED AND THE FREQUENCY *(enter N/A if not applicable)*

C. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING

1. ECTOPARASITES *(fleas, ticks, mites, lice, flies)*

2. INTERNAL PARASITES *(Helminths, Coccidia, other)*

D. EMERGENCY CARE – DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

E. EUTHANASIA

1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:

- PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
- UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.

APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE “AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS”.

EUTHANASIA WILL BE CARRIED OUT BY THE: ☐ VETERINARIAN ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

F. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

☐ PASTEURELLOSIS

☐ PODODERMATITIS

☐ CANNIBALISM

☐ WET TAIL

☐ OTHER *(specify)* _____

☐ SPECIES SEPARATION

☐ MALOCCLUSION/OVERGROWN INCISORS

☐ PEST CONTROL AND PRODUCT SAFETY

☐ HANDLING

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0036. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This record is required by law (7 U.S.C. 2131-2156). Failure to maintain this record can result in suspension or revocation of license.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

RECORD OF ANIMALS ON HAND
(*Other than Dogs and Cats*)

1. USDA LICENSE NUMBER	2. NAME AND ADDRESS OF DEALER	3. BUSINESS YEAR FROM (*Mo., Day, Yr.*)	TO (*Mo., Day, Yr.*)	4. PAGE NUMBER

CONTAINER TAG NUMBER CRATE OR PEN NUMBER A	NUMBER ANIMALS B	INDIVIDUAL IDENTIFICATION TATTOOS OR TAG NUMBERS (*if applicable*) C	SPECIES D	AGE - SEX E: NUMBER YOUNG		NUMBER ADULT		ARRIVAL AT PREMISES: INVOICE NUMBER F	DATE (*Mo., Day, Yr.*) G	FROM (*Name and Address*) (*Give License Number, if Licensee*) H	DISPOSITION: DATE SOLD, EXCHANGED, OR DONATED: INVOICE NUMBER I	Mo., Day, Yr. J	DATE DIED (*Mo., Day, Yr.*) K
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						

APHIS Form 7019
OCT 2018

INSPECTOR'S INITIALS	DATE

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0036. The time required to complete this information collection is estimated to average .1 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

RECORD OF ACQUISITION, DISPOSITION OR TRANSPORT OF ANIMALS
(*Other Than Dogs and Cats*)

☐ SALE ☐ EXCHANGE OR TRANSFER ☐ DONATION

1. INVOICE NUMBER
2. PAGE
3. DATE OF DISPOSITION
4. DEALER'S LICENSE NUMBER

This record is required by law (7 U.S.C. 2131-2156). (9 CFR, Subchapter A, Parts 1, 2, and 3). Failure to maintain this record can result in a suspension or revocation of license and/or imprisonment for not more than 1 year, or a fine of not more than $1,000, or both.

INSTRUCTIONS: Complete applicable items 1 through 13. Original and one copy to accompany animals. When delivery is made – Items 14 through 20 must be completed by Buyer (*Receiver*) and copy one returned to Dealer (*Seller or Donor*). Copy two to be retained by Dealer (*Seller or Donor*). Attach Continuation Sheet (*APHIS Form 7020A*), as needed.

5. SELLER OR DONOR *(Name and Address, include ZIP Code)*

6. BUYER OR RECEIVER *(Name and Address, include ZIP Code)*

7. USDA LICENSE NUMBER *(If any)*

8. IDENTIFICATION OF ANIMALS BEING DELIVERED

A. CONTAINER TAG NUMBER, CRATE OR PEN NUMBER	B. NUMBER ANIMALS	C. PREVIOUS INVOICE NUMBER *(if any)*	D. INDIVIDUAL IDENTIFICATION TATTOOS, TAG NUMBERS *(if applicable)*	E. SPECIES	AGE - SEX F. NUMBER YOUNG		AGE - SEX G. NUMBER ADULT		H. EST. WEIGHT (*lbs.*)	I. REMARKS *(Condition, etc.)*	RECEIVER'S USE J.	RECEIVER'S USE K.
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				

DELIVERY BY COMMERCIAL CARRIER

9. DELIVERY BY *("X" one)*
☐ Buyer's Truck ☐ Dealer's Truck (*Seller or Donor*)

10. TRUCK LICENSE NUMBER

11. BILL OF LADING NUMBER

12. NAME AND ADDRESS OF COMPANY OR FIRM *(Include ZIP Code)*

13. NAME AND ADDRESS OF TRUCK DRIVER *(Include ZIP Code)*

DELIVERY RECEIPT – TO BE COMPLETED BY BUYER OR RECEIVER

14. ANIMALS DELIVERY WERE *("X" one)*
☐ IN APPARENT GOOD CONDITION ☐ POOR CONDITION ☐ REJECTED *(Attach explanation for rejection)*

15. TOTAL NUMBER RECEIVED

16. NUMBER DEAD

17. NUMBER ALIVE

18. BY *(Signature)*

19. TITLE

20. DATE

APHIS FORM 7020
JUL 2012

APPLICATION PACKAGE FOR REGISTRATIONS WITH DOGS AND CATS

APPLICANTS CAN NOW SUBMIT COMPLETED APPLICATIONS TO USDA ANIMAL CARE VIA EMAIL. PLEASE ENSURE ANY AND ALL FORMS ARE COMPLETED PRIOR TO SUBMISSION.

THE FOLLOWING FORMS **MUST** BE COMPLETED FOR ANIMAL CARE TO PROCEED WITH PROCESSING:

- REGISTRATION APPLICATION: APHIS FORM 7011A
- FEDERAL DEBT COLLECTION FORM: APHIS FORM 7030

PLEASE ENSURE THAT ANY OF THE ADDITIONAL FORMS INCLUDED IN THIS PACKAGE THAT PERTAIN TO YOUR OPERATIONS ARE ALSO COMPLETED. IF YOU ARE USING A EMAIL APPLICATION SUCH AS MICROSOFT OUTLOOK, THUNDERBIRD, APPLE MAIL, ETC., CLICK THE **'SUBMIT APPLICATION'** BUTTON BELOW TO SUBMIT YOUR APPLICATION. THIS BUTTON ELIMINATES THE NEED FOR YOU TO MANUALLY ATTACH YOUR APPLICATION TO AN EMAIL. IF YOU ARE USING A WEB BASED EMAIL SYSTEM SUCH AS GMAIL, YAHOO, ETC., SAVE YOUR APPLICATION, ATTACH IT TO AN EMAIL, AND SEND IT TO ANIMALCARE@USDA.GOV. YOU WILL RECIEVE AN AUTOMATIC EMAIL REPLY WHICH INDICATES THAT ANIMAL CARE HAS RECEIVED YOUR APPLICATION.

SUBMIT APPLICATION