

Keeping or training animals for exhibition

Pre-inspection information (please refer to the full Defra guidance)

Notes:

- Sufficient numbers of people who are competent for the purpose must be available to provide a level of care that ensures that the welfare needs of all the animals are met.
- Animals must be provided with suitable housing and rest areas which will depend on the species or species group. All housing must be:
 - secure (predator proof, escape proof and lockable);
 - clean and free from parasites (and vermin);
 - free from hazards (e.g. sharp projections and edges);
 - ventilated (or oxygenated for aquatic species). Ventilation must be provided to all interior areas, as appropriate to the species and have no detrimental effect on temperature or humidity;
 - sheltered from extremes of weather;
 - at a temperature suitable to the species of animal.
- Suitable temporary accommodation must be provided for all the animals at any venue where they are exhibited.
- Active and effective environmental enrichment must be provided to the animals in inside and any outside environments.
- The licence holder must register with an appropriate veterinarian

Procedures/policies needed:

- A written emergency plan to ensure appropriate steps are taken to protect all the people and animals on the premises in case of fire or in case of breakdowns for essential heating, ventilation and aeration or filtration systems or other emergencies.
- An emergency plan must be in place before any animals arrive on-site of an exhibit location.
- A written policy detailing contingency measures in the event of the breakdown of a vehicle used to transport the animals or any other emergency must be available to all staff.
- A written staff training policy to include annual appraisal, planned continued professional development, recognition of knowledge gaps, use of online courses and literature, research or developments for specific species. Should no staff be employed the licence holder should demonstrate their own knowledge development.
- Written procedure covering the care of the animals following the suspension or revocation of the licence or during and following an emergency.
- Written procedures must be in place and implemented covering-
 - Feeding regimes
 - Cleaning regimes
 - Transportation
 - The prevention of, and control of the spread of, disease
 - Monitoring and ensuring the health and welfare of all the animals,
 - The death or escape of an animal (including the storage of carcasses)

- Written instructions must be provided for staff on the provision of health care and the procedures to be followed in the event of an incident involving any venomous animal and a member of the public or staff member.
- A policy must be in place for monitoring the introduction of new animals to existing groups to avoid stress to either new or resident animals and outlining steps that must be taken should a problem arise.

Records:

- Any signs of pain, suffering, injury, disease or abnormal behaviour must be recorded and the advice and further advice (if necessary) of a veterinarian (or in the case of fish, of an appropriately competent person) must be sought and followed.
- A register must be maintained for all the animals or, in the case of fish, all the groups of fish, on the premises. The register where they are kept for sale must include:
 - the full name of the supplier of the animal,
 - its date of birth
 - the date of its arrival
 - its name (if any), age, sex, neuter status, description and microchip or ring number (if applicable),
 - the name and contact details of the animal's normal veterinarian and details of any insurance relating to it,
 - details of the animal's relevant medical and behavioural history including details of any treatment administered against parasites and any restrictions on exercise or diet,
 - a record of the date or dates of the animal's most recent vaccination, worming and flea treatments, and
 - the distance to and times taken for it to travel to and from each exhibition event.
- The register must state if the animal does not need vaccinations or parasite treatment. If any of the register information is unknown the reason must be documented.
- A record of when the animals are exhibited must be kept and an animal rotation policy must be put in place to ensure that the animals have enough rest between and during exhibition events.
The log must include:
 - Date of exhibit;
 - Time of exhibit;
 - Duration of exhibit (Arrival to departure time);
 - Type of exhibit;
 - Animals used in exhibit;
 - Location of exhibit;
 - Distance/travel time to exhibit from licensed premises.
- The time animals are used for exhibition events must be recorded. This must include the time spent working, resting and any other actions. It needs to record comments on behaviour, injury or any other problem.
- A record must be kept for each individual animal setting out:
 - how often they are used in an exhibit
 - how long they are used in an exhibit
 - what rest periods they have in the home environment
- The licence holder must keep a list of each animal kept, or trained, for exhibition with all the information necessary to identify that animal individually (including its common and scientific names) and must provide the local authority with a copy of the list and any change to it as soon as practicable after the change.
- A risk assessment must be undertaken before each event, covering welfare needs.
- Risk assessment for site of exhibit and emergency plan, including recovery and treatment of escaped animals and evacuation procedures in case of an emergency.
- All records must be kept for at least three years.