



LOUISIANA DEPARTMENT OF AGRICULTURE AND FORESTRY

MIKE STRAIN DVM, COMMISSIONER

OFFICE OF ANIMAL HEALTH & FOOD SAFETY, P.O. BOX 1951, Baton Rouge, LA 70821-1951 Office (225)925-3980, Fax (225) 923-5555

**Animal Control Shelter Inspection Form**

Name of Shelter: \_\_\_\_\_ Date of Inspection \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Parish \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Inspection pursuant to MINIMUM STANDARDS FOR ANIMAL SHELTERS RS 3:2461	Y	N	NA
<b>1. General shelter standards RS 3:2463:</b>			
Shelter hours of operation, emergency number and fees visibly posted and registered with the parish governing authority			
Sewage disposal of waste matter comply with existing parish and state codes for sanitation			
Shelter personnel training and documentation			
<b>Comments:</b>			
<b>2. Shelter Construction RS 3:2464:</b>			
Floors and walls of animal holding areas, smooth, imperious to moisture and cleanable			
All animal holding areas shall be sloped to a drain connected to a sanitary sewer or an approved individual sewerage system. Operable floor drains			
Rabies quarantine kennels isolated from all other kennels			
<b>Comments:</b>			
<b>A. Facilities, general:</b>			
Structural strength, adequate for containment, safety and to prevent harm and injury			
Water ( hot and cold) and electric power			
Storage, adequate to protect food and bedding supply from damage and contamination			
Waste disposal and debris removal			
Pest Control adequate to prevent vermin infestation, harborage and contamination			
Washrooms, Bathrooms and Sinks, accessible to public and personnel, maintained clean and operational			
<b>Comments:</b>			
<b>B. Facilities, indoor:</b>			
Heating, adequate to maintain animal housing areas above 50 degrees Fahrenheit			
Ventilation adequately ventilated to provide for the health and comfort of the animals at all times. Auxiliary ventilation, such as exhaust fans and vents of air conditioning, shall be provided when the ambient temperature is eighty-five degrees Fahrenheit or higher.			
Lighting, adequate to support normal operations			
Drainage, properly constructed and kept in good repair to rapidly eliminate excess water			
<b>Comments:</b>			
<b>C. Facilities, outdoor:</b>			
Shelter from extreme weather conditions and harsh elements			
Cleanable , maintained clean and free of waste and debris			
Drainage, properly constructed and kept in good repair to rapidly eliminate excess water			
<b>Comments:</b>			
<b>D. Primary enclosure requirements:</b>			
Structurally sound and maintained in good repair to protect the dogs and cats from injury, to contain them, and to keep predators out.			
Shall be constructed and maintained so as to enable the dogs and cats to remain dry and clean and will have convenient access to clean food and water			
All animal enclosures provide sufficient space to allow each dog and cat to turn about freely and to easily stand, sit, and lie in a comfortable, normal position.			
Primary enclosures for housing cats which have a solid floor shall contain a receptacle with sufficient clean litter to contain excreta.			
Primary enclosures for housing cats shall be provided with a solid resting surface or surfaces which, in the aggregate, shall be of adequate size to comfortably hold all of the occupants of the primary enclosure at the same time. The resting surface or surfaces shall be elevated in primary enclosures housing two or more cats			
Primary enclosures for housing cats shall provide a minimum of two and one-half square feet of floor space per cat.			

Primary enclosures for housing dogs shall provide a minimum floor space for each dog equal to the mathematical square of the sum of the length of the dog in inches, as measured from the tip of its nose to the base of its tail, plus six inches expressed in square feet.			
<b>E. Office space, adequate for operations</b>			
<b>F. Receiving area, adequate for operations and public access</b>			
<b>G. Euthanasia room, adequate for operations</b>			
<b>Comments:</b>			
<b>3. Operating procedures RS 3:2465:</b>			
<b>A. Separation of animals:</b>			
Separation of animals by species, age and nursing females			
Separation of unneutered males from females			
Separation of injured, sick, and deceased animals from general population			
Separation of quarantined animals and bite case animals with a maximum of one animal per cage			
<b>Comments:</b>			
<b>B. Animal care:</b>			
Feed and water provided according to species and age requirements			
Daily health surveillance and monitoring for all animals			
Proper isolation protocols practiced			
Provide necessary medical care to all animals			
Proper disposal of animal carcasses protocols practiced			
<b>The following procedures shall be performed daily:</b>			
Isolate animals prior to cleaning area			
Clean and sanitize facility and properly remove and dispose of waste and trash.			
Provide clean dry bedding, fresh food and water in clean disinfected bowls or receptacles.			
Shelter grounds maintained and free of standing water, trash, and debris			
<b>Comments:</b>			
<b>C. Euthanasia:</b>			
Euthanasia methods, protocols and procedures follow American Veterinary Medical Association guidelines			
Euthanasia training and documentation available			
Euthanasia room and equipment clean and sanitary			
<b>Comments:</b>			
<b>D. Records:</b>			
Record protocol, retention and daily practices			
Donations, fees, impoundment and adoptions properly recorded			
Records available for review			
<b>Comments:</b>			
<b>4. Emergency plan available and submitted annually - RS 29:729</b>			
<b>5. Voluntary registration in the Basic Animal Data Matrix – RS 3:2366 - Shelter Animals Count</b> <a href="http://www.shelteranimalscount.org">http://www.shelteranimalscount.org</a>			
<b>6. Receipt of Minimum Standards For Animal Shelters RS 3:2461</b>			
<b>7. Registration in the Louisiana Animal Shelter Registry. RS 3:2366</b>			
<b>8. Comments:</b> _____			
<b>9. Corrective Actions:</b> _____			
<b>10. Re-inspection Required</b>			
Scheduled Date of Re-inspection:			

This facility has approximately \_\_\_\_\_ cat cages and \_\_\_\_\_ dog cages/pens. Current inventory is \_\_\_\_\_ cats and \_\_\_\_\_ dogs.  
**Comments:** \_\_\_\_\_

**Facility Representative's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**LDAF Official Inspector's Signature:** \_\_\_\_\_

**Governing Authority Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_