



Code of Practice

for the Operation
of Breeding and
Rearing Businesses
2014

Working and Guardian Dog Breeder

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1 Introduction

This Code of Practice (the Code) is made under the provisions of Section 59 of Division 4, Part 4, of the *Domestic Animals Act 1994*.

The purpose of the Code is to specify the minimum standards of accommodation, management, breeding and care that are appropriate to the physical and behavioural needs of dogs and cats housed in businesses operating as breeding or rearing domestic animal businesses.

The Code is to be observed by the proprietor, operations manager and all other staff of a breeding and/or rearing business, including all persons involved in the sale of an animal. All businesses must comply with state and local government legislation and permits.

The Code is mandatory for:

- an enterprise which carries out the breeding of dogs or cats to sell, where
 - In the case of an enterprise whose proprietor is a member of an applicable organisation, the enterprise has 10 or more fertile female dogs or 10 or more fertile female cats; or
 - In the case of an enterprise whose proprietor is not a member of an applicable organisation, the enterprise has 3 or more fertile female dogs or 3 or more fertile female cats; or
- an enterprise that is run for profit which carries out the rearing of dogs or cats.

Working and guardian dog breeders with 3 or more fertile female working dogs (where a working/guardian dog is defined as a dog predominantly used for working/guarding livestock) must comply with Sections 1, 2, 3, 4, 5 and Section 6 parts 6(1)–6(3) and part 6(6).

Dog rearers must comply with the relevant parts of Sections 1, 2, 3, 4, 5, 6, and 7.

Greyhound (boarding, training and breeding) businesses are exempt from this code; but must abide by the *Code of Practice for the Operation of Greyhound Establishments*.

Breeders and rearers must be aware of their responsibilities under the *Prevention of Cruelty to Animals Act (1986)* and Regulations; the *Domestic Animals Act (1994)* and Regulations and all relevant legislation and codes of practice relating to the breeding, rearing and sale of dogs including town planning, waste disposal etc.

1 (1) Definitions

These definitions are provided solely for the purpose of interpreting this Code of Practice.

Act: means the *Domestic Animals Act 1994*.

Animal: means dog, puppy, cat or kitten.

Authorised officer: means a person appointed as an authorised officer under section 71, 71A, 72 or 72A of the Act.

Animal housing area: includes all pens, cages, modules or colony cages used to house animals, where the animals sleep, eat and spend the majority of their time, at the business property, including whelping, queening and lactating areas.

Bed: means an impervious structure, raised off the level of the floor, that is sufficiently large enough to allow the animal to lie comfortably when housed; the major component must not be made of concrete or metal.

Breeder training course: is the minimum education level for all operations managers and animal attendants. DEPI offers free online training on www.depi.vic.gov.au/pets

Business: means a domestic animal business.

Business hours: an 8 hour period between the hours of 5am and 8pm. Staffing may be staggered in shifts to ensure that animals can be fed at 12 hourly intervals where required.

Council: has the same meaning as in the *Local Government Act 1989*.

DEPI: Department of Environment and Primary Industries.

Disinfectant: means a chemical used on an inanimate surface to destroy micro-organisms likely to cause infection in cats and dogs.

Dog: means any animal identified as *Canis lupus familiaris*.

Domestic animal business: means

- an enterprise which carries out the breeding of dogs or cats to sell, where
 - In the case of an enterprise whose proprietor is a member of an applicable organisation, the enterprise has 10 or more fertile female dogs or 10 or more fertile female cats; or
 - In the case of an enterprise whose proprietor is not a member of an applicable organisation, the enterprise has 3 or more fertile female dogs or 3 or more fertile female cats; or
- an enterprise that is run for profit which carries out the rearing of dogs or cats.

Enclosure: means a fully secure area preventing escape of animals from within and entrance of animals from outside the area.

Enrichment: includes practices that provide situations or activities for animals that are appropriate to meet their physical and psychological needs; includes requirements identified in the Code.

Exercise: includes practices/activities requiring physical activity and movement by animals appropriate to meet their physical needs; includes requirements identified in the Code.

Exercise area: includes an area separate to the animal housing area, which a business uses for the purposes of exercise as defined above; the only exception is where housing pens are at least as large as the minimum pen size plus 20 square metres for each dog housed in that pen.

Experience: is the actual observation of or practical acquaintance with facts or an event; for the purposes of this Code, includes an accumulation of knowledge equivalent to or in excess of the training provided by DEPI.

First aid: means immediate care and treatment provided to an animal with an injury or illness; not including veterinary care.

Full-time staff member: means staff members working 8 hours of work, either as one staff member working 8 hours continuously, or multiple staff members working split shifts to the equivalent of 8 hours.

General health check: means physical examination to assess the health of an animal, including assessments for:

- medical conditions
- infectious and zoonotic diseases
- parasites
- dental, eye, and ear issues
- genetic, breed and age considerations
- body condition scoring.

Guardian dogs: means dogs predominantly used for guarding livestock.

Handling: activities including grooming, soft patting/stroking, picking the animal up, turning the animal over, and doing a health examination by physically examining each animal's paws, ears, and teeth, providing exercise, enrichment and human socialisation.

Heritable defect: means a physical deformity, disease or disorder that is passed on genetically from one generation to the next.

Humane euthanasia: means the animal is rendered immediately unconscious and does not regain consciousness prior to death.

Hunting dogs: means dogs registered with the Secretary of the DEPI for the purpose of hunting Sambar Deer, in relation to housing conditions. Refer to Section 6(5)(e).

Impervious: means materials or sealed materials that prevent water, urine or any other liquids penetrating the material or being absorbed and held by the material.

Independent veterinary practitioner: a veterinary practitioner not related by blood, marriage, or de facto relationship to the proprietor (or family members of the proprietor) of the business and has no commercial interest in the business.

Isolation housing: means housing kept in a separate area to general animal housing and exercise areas, used specifically for animals suspected of having, or diagnosed with, an infectious disease.

Kennel: means a series of pens designed to house multiple dogs or puppies.

Large business: means a domestic animal business that consists of 6 or more adult fertile dogs or cats.

Litter: means all offspring born dead or alive from a single whelping or queening.

Mating: means the physical act of copulation between a male and a female animal.

Mating period: means the period of time when the series of mating events occur to achieve a pregnancy.

Monitoring: includes observation and assessment of animals on a regular basis, including during routine management activities.

Operations manager: means a person responsible for the day to day operation of a business.

Overnight: means a continuous period outside of business hours.

Owner: in respect of a dog or a cat, includes a person who keeps or harbours the animal or has the animal in his or her care for the time being whether the animal is at large or in confinement.

Pen: means a structure designed to house dogs or puppies.

Proprietor: means a person who legally registers the business and/or is the owner of the animals.

Puppy: means a dog aged less than 16 weeks.

Qualifications: includes a minimum formal qualification provided by a registered training organisation covering the management and breeding of dogs and cats. Alternatively, completion of the DEPI Breeder Training Course will be viewed as a minimum level qualification.

Sell: as per the definition in the *Wildlife Act 1975* s.3(1) "sell" includes barter or exchange and also agreeing to sell or offering or exposing for sale or keeping or having in possession for sale or sending forwarding delivering or receiving for or on sale or authorizing directing causing suffering permitting or attempting any of such acts or things; this definition is subject to any changes to the *Wildlife Act 1975*.

Small business: means a domestic animal business that consists of 5 or less adult fertile dogs or cats.

Socialisation: means interaction between an individual animal and other animals and humans, with the intention of making the individual animal fit for a life in companionship with others; includes requirements identified in the Code.

Staff: includes the proprietor, operations manager, animal attendants, volunteers and rearers.

Veterinary practitioner: means a veterinary practitioner registered under the *Veterinary Practice Act 1997*.

Weaned: means a puppy or kitten that no longer receives a milk diet provided by their mother or an artificial source.

Washable: means an impervious surface that is capable of being cleaned.

Weatherproof: means protection from the wind, rain and extreme temperatures to safeguard the welfare of the animals housed in the business.

Working dogs: means dogs predominantly used for working livestock.

Zoonoses: diseases of animals transmissible to humans.

Dog classifications:

- fertile adult female, 12 months of age or older
- fertile adult male, 12 months of age or older
- retired and desexed female/male
- pregnant bitch
- whelping bitch
- lactating bitch
- pre-weaned puppy less than 8 weeks of age
- orphaned puppy, less than 8 weeks of age, that is being provided milk or formula from an artificial source
- weaned puppy, 8–16 weeks of age
- adolescent entire dogs, between 16 weeks and 12 months of age.

Note

The onus is on working and guardian dog owners to provide sufficient evidence to Council that the dogs registered with the business have a primary role in livestock management on the property. Councils have the ability to deny working dog status and require a business to operate as a small/large dog breeding business.

2 Staffing

2 (1) Proprietor

The proprietor of a business is responsible for:

- registration of the business and compliance with all relevant legislation
- the overall management and conduct of the business
- ensuring compliance with relevant legislation and Codes of Practice
- the health and wellbeing of all animals in the business
- promoting and supporting relevant formal and informal training for staff
- ensuring there is a written and signed agreement stating who will be responsible for any building or plant work, where both parties' responsibilities are clearly defined if the proprietor is leasing the premises
- having a written agreement with sufficient veterinary practitioners to provide prompt treatment, other than first-aid, and, if necessary, euthanasia
- the protection of staff health at the business
- the development and maintenance of an emergency management plan
- acting on reports of responsibilities by the operations manager or staff
- ensuring the maintenance and retention of records.

The proprietor must establish a written agreement with one or more veterinary practitioners to undertake the veterinary and health management planning and activities on behalf of the proprietor.

The proprietor of a business must have, and adhere to, a written health management plan that has been formulated in consultation with a veterinary practitioner, and is reviewed on an annual basis and/or whenever veterinary practitioners change, whichever is more frequent.

The proprietor may act as the operations manager or appoint a person to that role. If the proprietor does not have experience and training in the management of dogs and is not competent in the management of a breeding business, they must employ an operations manager with experience and training who is competent in the management of dogs in a breeding business.

In circumstances where staff are not employed, the proprietor must undertake all the duties of the operations manager and animal attendants as well as their own duties, as outlined in this code.

Note

For any given business, the proprietor can act as operations manager and animal attendant. Similarly, the operations manager can act as an animal attendant at any time. That is, they can undertake the duties of another type of staff member.

2 (2) Operations manager

The operations manager is responsible, to the proprietor for the day to day operation of the business which includes:

- ensuring the health and wellbeing of all animals in the business
- reporting to the proprietor on matters of compliance and disease outbreaks within 24 hours of first observation.
- carrying out the directions of the veterinary practitioner
- identifying and monitoring pregnant animals
- supervision of the movement of pregnant animals to whelping/ lactating accommodation
- supervision of staff and the provision of training
- maintenance and collation of records and statistics
- supervision of daily feeding, watering, and inspection of all animals
- maintaining overall level of hygiene in the business, including the disposal of waste materials
- provision of prompt first aid and veterinary attention for animals when required
- responding to emergency situations for both humans and animals including evacuation procedures
- monitoring physical and psychological health of animals
- seeking relevant expert advice for adverse behavioural change in an animal
- removal of animals from the breeding operation that have been deemed not fit for breeding purposes
- removal of animals from the rearing operation that have been deemed not fit for their end purpose
- meeting the requirements to sell animals
- enacting retirement plans for retiring/ retired breeding animals
- contributing to the development of and carrying out of emergency management plans and actions in the event of an emergency
- monthly stock-take of animals housed at the business
- acting upon reports by staff about their responsibilities.

To operate a breeding and/or rearing business, an operations manager must have experience or qualifications and show current competency in the husbandry of the animals, allowing them to meet the animals' physical and behavioural requirements in relation to mating, whelping, feeding, watering and general health and wellbeing.

An operations manager undertaking, free of charge, the DEPI provided Breeder Training Course must renew their competency at a minimum of 3 yearly intervals.

The operations manager of a business with fertile breeding animals must provide evidence of competency in husbandry and breeding of dogs; knowledge of the requirements for exercise, socialisation and handling of dogs; and record keeping.

If an operations manager is in training and has not yet attained qualifications and/or experience, the operations manager must operate under the direction of a veterinary practitioner. The operations manager may act in the role of animal attendant or appoint persons to the role.

2 (3) **Veterinary practitioner**

A written agreement between the proprietor and the veterinary practitioner, who has relevant experience in small animal health and management, must be established and include arrangements for:

- the use of the veterinary practitioner's facilities for the treatment of animals
- the provision of isolation housing if the business does not have a separate isolation housing and the supervision of animals in isolation at the business
- advice and development of the health management plan for the business
- providing vaccination certificates for kittens and puppies being sold from the business to accompany the guarantee

- providing veterinary assistance for the business at all times and able to provide treatment and/or services to the business within 6 hours of notification that veterinary attention is required
- 24 hour contact or treatment or provision of services through an alternative 24 hour or emergency practice.

Where the veterinary practitioner is also the proprietor of the business, the business must undergo an annual inspection by an independent small animal veterinary practitioner.

The inspection must review the health management plan for the business and the vaccination and health status of all animals at the business.

The outcomes of the review must be signed by both the Proprietor and the independent small animal veterinary practitioner and submitted to the local council for renewal of the business' domestic animal business registration. Animals housed for veterinary treatment or isolation at a veterinary practice and under direct veterinary supervision can be housed in pens, cages or modules contrary to this Code.

2 (4) Animal attendants

Animal attendants, including volunteers, who work at the business must be trained, experienced and competent to properly manage the type of animals kept by the business. Animal attendants undertaking, free of charge, the DEPI provided Breeder Training Course must renew their competency at a minimum of 3 yearly intervals. If animal attendants are not trained, experienced or competent, they must be under the direct supervision of the operations manager.

Animal attendants are responsible, to the operations manager for carrying out the following duties and must report to the operations manager on these duties:

- daily feeding, watering and inspection of all animals
- reporting any dead animals and the removal of bodies from the animal housing area
- daily cleaning of animal housing areas; that is removal of faeces and soiled food, hosing out, replacing soiled bedding, cleaning of litter trays and feeding and drinking utensils
- administering medication and treatment as prescribed by veterinary practitioner
- routine disinfection of animal housing areas and equipment
- exercising, socialisation and handling of animals
- provision of environmental enrichment for the animals
- record keeping.

The animal attendant must:

- 1) Immediately report to the operations manager animals showing any signs of pregnancy, whelping, queening or oestrus and any of the following symptoms:
 - Injury or illness
 - any serious physical or behavioural abnormality
 - any change in normal behaviour in an animal indicative of an animal health or welfare concern
 - apparent pain
 - bleeding or swelling of body parts
 - ear inflammation, discharge and/or discomfort
 - bloating of abdomen
 - difficulty or inability to urinate or defecate
 - fits or staggering
 - inability to stand or walk
 - lack of appetite
 - lameness
 - patchy hair loss
 - matted or cotted coat
 - weight loss
 - mastitis
 - scratching of coat or ears
 - observation of parasites
 - swollen or inflamed third eyelid
 - any other signs that health or wellbeing is compromised.

Infectious diseases

- coughing
- diarrhoea, especially if bloodstained
- red or brown coloured urine
- repeated sneezing
- runny nose
- runny or inflamed eyes
- vomiting.

- 2) Isolate any animal showing signs of infectious disease and disinfect their housing, bedding material and feeding and drinking utensils. Animal attendants must take care not to spread infection from one pen to another on their hands, clothing or footwear.

Trainees or volunteers working for the business must work under the care and supervision of the operations manager, or a suitably qualified and competent animal attendant.

2 (5) Vehicle driver

Any driver for the business must be experienced or adequately trained to carry out the following tasks:

- assessment, handling, and care of animals being transported
- ensure the hygiene and cleanliness of the vehicle and the cages and equipment used in the vehicle, including routine cleaning and disinfection

- clean and disinfect the cargo area according to infectious disease protocol after an animal showing signs of infectious disease has been removed, before the next animal is placed in the cargo area
- inspect animals at least every 2 hours, or more frequently on veterinary advice, and provide water; clean cages where necessary
- ensure cages are secured within the vehicle.

Animals must be transported for the minimum time practicable, taking into consideration the most direct route between the location where the animal was collected and the destination.

2 (6) Staff ratio

The minimum of one full-time staff member (includes any staff member including proprietor, operations manager and animal attendants) must be onsite at the business for every 25 fertile animals (or equivalent) housed in the business during business hours. The staffing ratio must be maintained 7 days per week.

A single fertile animal equivalent is:

- any animal over the age of 16 weeks
- a litter and its mother while the litter remains housed with its mother
- a litter no longer residing with its mother, but under the age of 16 weeks.

For example, 14 females, 3 males, 6 litters residing with their mothers, and 2 litters without their mothers is equivalent to 25 fertile animals and require one full-time staff member during business hours.

In addition, the minimum of one staff member (includes any staff member including proprietor, operations manager and animal attendants) must be onsite at the business for every 100 fertile animals (or equivalent) housed in the business overnight. For example, 80 females, 5 males, 10 litters with their mothers and 5 litters without their mothers is equivalent to 100 fertile adults and requires one full-time staff member overnight.

In addition, sufficient staff (including those already residing at the business overnight) for a ratio of 1:50 fertile animals (or equivalent) housed in the business overnight must be 'on call' to attend the business in the case of an emergency. On call overnight staff must be able to travel to the property within 30 minutes of contact.

Overnight staff must be available to care for whelping/queening animals, sick or injured animals and undertake emergency activities should the need arise.

For businesses with fewer than 25 fertile animals (or equivalents), there is no requirement for full-time staffing; however, females showing signs of labour or in labour must be monitored as per requirements detailed in this Code.

Note

The overnight staffing ratio assumes that all exercise, enrichment, socialisation, handling, feeding, cleaning and general care activities are undertaken during business hours. Overnight staff are available purely to care for whelping/queening animals, sick or injured animals that may need overnight support and to undertake emergency activities should the need arise.

Staffing ratio during business hours assumes that staff may need to work in shifts to maintain feeding and cleaning routines throughout the day. Shift length does not need to be a minimum of 8 hours; however, the business must have the minimum staff ratio for a period of 8 hours during business hours.

For example,

A business with 80 animal equivalents may set up the following staffing roster during business hours of 7.30 am–3.30 pm:

Monday to Friday

7.00 am–1.30 pm — Proprietor

7.00 am–3.30 pm — Operations manager

7.30 am–1.30 pm — Animal attendant 1

7.30 am–1.30 pm — Animal attendant 2

1.30 pm–7.00 pm — Animal attendant 3

1.30 pm–7.00 pm — Animal attendant 4

1.00 pm–3.30 pm — Animal attendant 5

Weekend

7.00 am–1.30 pm – Saturday –
Operations Manager

7.00 am–1.30 pm – Sunday – Proprietor

7.00 am–1.30 pm (Sat and Sun) –
Animal attendant 5

7.30 am–1.30 pm – Animal attendant 3
(Saturday)

7.30 am–1.30 pm – Animal attendant 4
(Sunday)

7.30 am–1.30 pm – (Sat and Sun)
Animal attendant 6

1.30 pm–7.00 pm – Animal attendant 1
(Saturday)

1.30 pm–7.00 pm – Animal attendant 2
(Sunday)

1.30 pm–7.00 pm (Sat and Sun) –
Animal attendant 7

Overnight this business may have the
following roster:

3.30 pm–7.00 am – Proprietor

Operations manager or Animal attendant
5, 6 or 7 to fill in on an as-needed basis.

2 (7) Staff health

Potential health risks for humans exist when working with animals. Animals can harbour disease-causing organisms, which can be transmitted to humans (zoonosis).

To protect staff health, a list of common zoonoses and hydatids associated with animals must be prominently displayed throughout the business (for example in the staff common area or lunch room) and staff must be educated in the prevention of zoonoses.

Staff health must be protected through the provision of, or access to:

- a business induction upon commencing work
- tetanus immunisation
- adequate information and training on health, hygiene and safety at the induction session
- personal protective clothing and equipment (such as boots, coats, overalls, etc.)
- hot and cold hand washing facilities with soap at the business
- hand disinfectant placed at various locations around the facility to allow staff to disinfect their hands between attending to different animals.

3 Facility operation

3 (1) Visitor facilities

Visitors to the business must be provided with access to hot and cold water hand washing facilities with soap.

3 (2) Business animal transport vehicle

Where more than one animal is to be transported, business vehicles used for the transport of animals must have provision for non-compatible animals to be physically separated and restrained or individually enclosed by compartment or cage; that is,

- a design that is both escape-proof and prevents the protrusion of head and/or limbs of any animal carried
- weatherproof with adequate ventilation of vehicles, both when stationary and in motion
- constructed of materials and a design that allows for effective cleaning and disinfection
- areas of the vehicle containing animals must be maintained between 10 and 32°C at all times.

Dogs must not be transported in the cabin of animal transport vehicles unless restrained or enclosed in a compartment or cage.

No animal may be transported in the boot of a sedan.

This clause does not apply to working dogs when they are working livestock.

When dogs are working, owners must adhere to the *Prevention of Cruelty to Animals Act 1986*.

3 (3) Security

All breeding and rearing businesses must securely confine all animals to the property, preventing escape of animals from the business. It is recommended that businesses be protected from the entry of unwanted animals.

Kennel buildings must be able to be securely locked.

Each individual kennel must be fitted with a secure closing device that cannot be opened by the animals.

Any security methods used must allow for ready access to animals and exit for staff and animals from the premises in the event of an emergency.

Dogs in breeding and rearing businesses must be safe from attack, stress or injury from other animals or people.

3 (4) Euthanasia

Euthanasia must be by barbiturate overdose carried out by a veterinary practitioner, except in emergency situations.

In emergency situations, businesses may carry out euthanasia under the direction of a veterinary practitioner only.

The veterinary practitioner providing approval to carry out euthanasia by a business must provide the business with a written certificate or letter stating that permission was given, when the permission was given, why permission was given, and the approved form of euthanasia.

Any method of emergency euthanasia must be humane. Blunt force trauma is not considered a humane form of euthanasia for dogs.

Note

In an emergency situation the business owner, manager or animal attendant should contact (by phone) the veterinary practitioner and request advice. If the veterinary practitioner is unable to attend the facility within a reasonable amount of time, or provide suggestions with respect to alternative care, and both the veterinary practitioner and owner/manager/attendant agree that immediate euthanasia is required, the owner/manager/attendant may carry out that euthanasia in a manner agreed to by the veterinary practitioner. A template emergency euthanasia certificate is available on the DEPI website at www.depi.vic.gov.au/breedingcode.

Euthanasia must be performed in an area that is separate from any animal housing areas at the business and must not be carried out in view of any other animals.

Puppies 8 weeks and under requiring euthanasia must be euthanased by intraperitoneal injection of barbiturate by a veterinary practitioner as per the *American Veterinary Medical Association Guidelines for the Euthanasia of Animals*.

3 (5) Health management plan

Every business must have a health management plan which is reviewed annually. Health management plans must be formulated in consultation with a veterinary practitioner. Plans must be signed by a veterinary practitioner on an annual basis and whenever veterinary practitioners change, whichever is more frequent.

Note

Proprietors and operations managers should draft their health management plan prior to consulting their veterinary practitioner. This will reduce the time and cost associated with having the plan approved by a veterinary practitioner.

A checklist for the health management plan and guides for developing standard operating procedures (SOPs) can be found on the DEPI website at www.depi.vic.gov.au/breedingcode.

The health management plan must include protocols for:

- assessment for admission of new breeding animals to the business
- protocols for quarantine and movement of animals, including new animals introduced to the business
- provision of appropriate diet for all animals at the business
- hygiene, disinfection and disease prevention
- vaccination programs
- external parasite prevention and treatment programs including screening for ear mites, dermatophytes, ticks, and ringworm
- internal parasite prevention and treatment programs
- investigation and treatment of animals showing signs of chlamydia
- response to a general outbreak of disease
- grooming requirements
- approved methods of euthanasia for emergency situations
- birthing protocols
- management of isolation facilities (where isolation facilities are constructed at the business)
- exercise, environmental enrichment and socialisation programs
- assessment programs for the health and welfare of animals being reared for sale or as replacement breeding animals
- health assessment for puppies and kittens for sale
- behavioural and welfare assessment of animals on a daily basis
- processes for determining the suitability of breeding animals to continue breeding within the business
- processes for long term management, desexing and/or assessing suitability for rehoming or euthanasia of retired breeding animals
- risk assessments of housing and exercise areas and risk management plan/s
- pest management protocols
- development and display of emergency response plans for both humans and animals including evacuation procedures at the business.

4 Records

The proprietor of the business must ensure that the records detailed below are collected and kept for a period of no less than 5 years after the animal has been sold, given away, or become deceased.

When the business ceases all animal health and sale records must be retained by the proprietor for 5 years.

All records must be kept in a location that will allow for physical inspection by an authorised officer immediately upon request.

All records must be produced for physical inspection by an authorised officer immediately upon request, either electronically or in hard copy.

4 (1) Business records

Business records must include the following:

- current Domestic Animal Business registration paperwork
- a copy of a council registration certificate for each animal over 12 weeks of age in the business
- a complete and up to date list of staff working for the business, including, the following details for each individual: contact details, experience and/or qualifications, training history and tetanus vaccination status
- emergency management and evacuation plans for the business including site maps
- the current health management plan for the business

- the written agreement/s for the business veterinary practitioner and complete contact details
- any other contracts and contact details for external animal service providers
- the business's insect, ectoparasite and vertebrate pest management program and evidence that the program is being maintained and adhered to
- all records related to selling of animals, hire out of and/or giving away of animals to and from the business
- all records relating to the purchase or acquisition of animals into the business, including previous owner, microchip number, copies of transfer of ownership papers, health record and vaccination status at the time of entry into the business
- a complete copy of all records relating to staffing on a daily basis, for example, a daily staff roster
- a complete copy of the guarantee health statement and rearing/care literature provided by the business to new owners of animals sold from the business
- copies of all standard operating procedures for the business
- monthly animal inventory under each age class of animal.

4 (2) Staffing records

Where staff are employed by the business, a complete set of (daily) staffing rosters must be kept for a period of no less than 5 years.

4 (3) Animal records

All treatment records of any type must include the date and time of the treatment administration, person prescribing the treatment, dosage and details of treatment, person administering treatment, dosage administered and any relevant observation of the animal during and post treatment, and the name and signature of person administering the treatment corresponding to the animal being treated.

Records of daily observations and inspections, in accordance with the requirements of this Code, must be kept and retained for a minimum of 5 years.

4 (3) (a) Animals under 12 weeks of age

Animal record files must be established at birth for each individual animal born and maintained according to the following requirements until the ownership of the animal changes hands or the animal is deceased. Copies of records of animals sold from/retained by the business must be kept for a minimum of 5 years.

For each animal under 12 weeks of age in the business, the following records must be available:

- name (or other identification)
- microchip number (when implanted)
- sex
- breed

- birth date (or where the animal was purchased from another breeder or private person and birthdate is unknown an approximate age based on veterinary assessment)
- distinguishing features
- home pen location at the business (pen/cage location and details)
- dam breed and sire breed, birth date, microchip number and owner details
- a complete health care and veterinary history including:
 - vaccination records
 - internal and external parasite control
 - heartworm records (dogs only)
- disposal records including date and method of disposal, and the name and address of new owners
- a copy of the vaccination certificate and breeder health declaration for the animal
- name, address and contact number of the purchaser
- return records, including date, reason for return and copies of supporting documentation, where applicable.

4 (3) (b) Animals 12 weeks of age or older

Animal record files must be established at birth for each individual animal born and maintained according to the following requirements until the ownership of the animal changes hands or the animal is deceased. Copies of records of animals sold from/retained by the business must be kept for a minimum of 5 years.

For each animal 12 weeks of age or older in the business, the following records must be available:

- council registration certificate
- name (or other identification)
- microchip number
- sex
- breed
- birth date (or where unknown an approximate age based on veterinary assessment)
- distinguishing features
- home pen location at the business (pen/cage location and details)
- dam breed and sire breed, birth date, microchip number and owner details (where known)
- animal acquisition date and details of previous owner (where applicable)
- a complete health care and veterinary history including:
 - vaccination records
 - internal and external parasite control
 - heartworm records (dogs only)
 - breeding status
 - complete breeding history for each fertile female including dates of mating and birthing, number of offspring born for each litter including weeks gestation at birth, number of offspring born alive,

number of offspring born dead, any birth complications and a record of treatment administered; number of offspring alive at 8 weeks of age, and microchip number for all offspring alive at 8 weeks of age; any veterinary treatment provided post birthing and/or during lactation

- complete breeding history for each fertile male including dates of mating and identification of female mated with
- disposal records including date and mode of disposal, and the name and address of new owners
- return records, including date, reason for return and copies of supporting documentation, where applicable.

4 (3) (c) Individual animal identification

The name, description, breed, sex, and microchip number of each animal in a pen/cage must be displayed clearly on every pen/cage in the form of an identification card.

Each identification card must also indicate whether the animals are receiving additional care and the type of care and, for females, the number, birthdate, sex and details of offspring.

5 Sale of animals

All animals being sold from the business must be accompanied with a breeder health declaration, including details of any known physical abnormality at the time of sale and how that abnormality may affect the short- and long-term health and welfare of the animal, and a vaccination certificate stating the date of the last vaccination and due date of the next vaccination.

All animals being sold must have current vaccinations in accordance with the manufacturer's recommendations and their vaccination, heartworm (dogs only) and parasite control records must be provided to the new owner.

All animals being sold or given away from the business must be implanted with a microchip by an authorised implanter and must be accompanied by a signed transfer of ownership form which is provided to the new owner upon collection of the animal.

Purchasers of animals desexed prior to sale must be provided with a copy of the desexing certificate.

Note

It is recommended that breeders obtain a signature on the microchip transfer form from the purchaser and submit the form on behalf of themselves and the purchaser. This will ensure that microchips are transferred into the new owner's name promptly. A photocopy of the signed form should be provided to the purchaser.

Animals may be sold at any time but must not permanently leave the business before 8 weeks of age. They may be transported away from the business for short periods for the purposes of grooming, training and veterinary care.

New owners must be provided with literature about:

- appropriate feeding
- desexing
- parasite control
- health, including procedures for emergency treatment during the guarantee period
- housing
- responsible pet ownership, including current legislation covering the registration of pet animals and training opportunities available
- importance of training dogs and socialisation for dogs
- vaccination.

Literature is available free of charge on the DEPI website, through local councils, or breeders may wish to develop their own.

5 (1) Guarantee

Where an animal is returned to the business within 3 days of sale, for any reason not supported by a statement from a veterinary practitioner, the business must take back the animal and refund 75% of the purchase price.

Where an animal is returned to the business within 21 days of sale accompanied by a statement from a veterinary practitioner that the animal is unacceptable for health reasons, the business must take back the animal and refund 100% of the purchase price.

If an animal is diagnosed with, suffering from, dies of, or is euthanased from a physical defect or disease that is traceable to the point of sale within 3 years of purchase, the business must refund 100% of the purchase price where the owner of the animal provides supporting statements from a veterinary practitioner, including test results where a suitable test is available. Owners of the animal must make veterinary reports and test results available to the breeder for the breeder to obtain their own veterinary advice (second opinion) for the purpose of informing future breeding management.

If the reason for diagnosis, death, or euthanasia is a result of a heritable defect, the parents and any offspring from those parents still held by the business must be tested and managed for that heritable defect as per Sections 6 (3) (a) and 7 (3) (a).

Test results and death certificates must be linked with the animal's microchip number.

Note

The payment of refunds should be made upon presentation of:

- the animal for the 3-day return clause
- the animal and a signed veterinary certificate for the 21-day return clause.

For refunds being sought under the 3-year clause, breeders should be given sufficient time to have an independent veterinary assessment of any test results, veterinary statements, etc. It would be reasonable to assume this independent veterinary assessment could be accomplished within 6 weeks of the owner of the animal supplying the necessary documentation. Therefore, the refund should be made within a period of 6 weeks of initial presentation of veterinary statements and test results or as soon as practicable after that.

Under the 3-day and 21-day clauses, the owner cannot keep the animals and request a refund. Under the 3-year clause the owner may choose to keep the animals, but request a refund to help cover veterinary/care costs.

6 Management of dogs

6 (1) Nutrition

Food must be provided in sufficient quantity and nutritional quality; it must be canine appropriate and scientifically balanced to meet the daily requirements for the condition, age and size of the animal.

Minimum quantity and nutritional quality of feed must be detailed within the health management plan developed in conjunction with, and signed off by, a veterinary practitioner for each classification of dog in the business.

The main meal of the day must be provided in a food receptacle that has been cleaned of all uneaten food.

All adult and adolescent dogs must be fed a minimum of once daily from a food receptacle.

Pregnant and lactating bitches must be fed at least twice daily, or under instruction from a veterinary practitioner, from a food receptacle.

Puppies 3 weeks of age to weaning must be provided with an appropriate food in a shallow food receptacle according to the business's health management plan.

Fully weaned puppies less than 16 weeks of age must be fed a minimum of 3 times daily from a food receptacle; and must not be left without food for a period of more than 12 hours.

Puppies may share a food receptacle.

Puppies between 4 and 6 months of age must be fed a minimum of twice daily from a food receptacle; and must not be left without food for a period of more than 12 hours.

Orphaned and pre-weaned puppies must be fed under the direction of a veterinary practitioner.

When multiply housed, each animal must be provided with their own food receptacle; the operations manager must ensure all animals are socially compatible to feed together and are able to eat a sufficient quantity of food without duress.

Feeding raw offal to dogs is not recommended as it is a zoonosis risk to humans. If dogs are fed raw offal, it must be part of the business's health management plan and be in conjunction with a complete worming program.

Food must be stored appropriately in sealed containers, which must be vermin proof, and refrigerated according to manufacturer's directions.

At any time the business must hold a minimum of 5 days' food supply, sufficient to feed all classifications of animals kept at the business in order to ensure food is available for the animals in the case of any emergency event, such as illness, accident or large scale emergency.

The preparation of food must be conducted in hygienic areas which must be cleaned and disinfected after food is prepared.

Food receptacles must be non-spillable and made of a material that can be cleaned and disinfected.

Food receptacles must not cause injury to the animals.

6 (1) (a) Water

All animals must have access, in their housing area, at all times, to a permanent supply of fresh, clean, water daily. The recommended volume of water required daily is approximately 50 milliliters of water per one kilogram of body weight.

This amount may vary depending on a number of factors including health status, environmental temperature, amount of exercise, lactation status, water content of diet, age, etc.

Water receptacles:

- must be non-spillable and made of a material that can be cleaned and disinfected
- must hold sufficient water for all dogs in a pen
- must be large enough to hold sufficient water for all dogs to be able to drink at any one time
- for young puppies must be shallow enough to prevent injury or drowning.

6 (2) Health care

All dogs, regardless of breeding status, must have a general health check by a veterinary practitioner at least once per year, or more frequently as directed by a veterinary practitioner.

All dogs must have a general health check by a veterinary practitioner prior to their first mating. Veterinary practitioners must provide a certificate to state that, at the time of examination, the dog was suitable to breed.

All breeding females must have a general health check by a veterinary practitioner within 8 weeks post-partum.

Any health issues identified must be recorded in the animal's individual health record and evidence provided that a treatment plan was devised in conjunction with a veterinary practitioner, and implemented.

Any health issues identified must be recorded in the animal's individual health record and evidence provided that a treatment plan was devised in conjunction with a veterinary practitioner, and implemented.

All dogs must be groomed by brushing, clipping or bathing, whichever is necessary, at a frequency that ensures coats are kept in a good, clean condition.

All businesses must have an internal and external parasite control program and screen regularly as per the business's health management plan.

Dogs with pendulous ears must have their ears checked weekly and appropriate action taken to minimise ear infections.

All dogs must have their toenails checked and trimmed at a frequency that prevents overgrowth.

6 (2) (a) Vaccination and parasite prevention for dogs under 12 weeks of age

Puppies must be vaccinated against and treated for the following in accordance with manufacturer's recommendations (except where a veterinary practitioner advises and records that treatment would prejudice the animal's health):

- Canine Distemper
- Infectious Canine Hepatitis
- Canine Parvovirus
- Canine Cough (parainfluenza (Type II) and Bordetella bronchiseptica)
- Heartworm
- Internal and external parasites (for example, fleas and ticks).

First treatment/vaccine must not be given before 10 days of age.

Vaccination certificates, including dates of next treatment, details of the treatment required, and a record of who administered the treatment, must be signed by a veterinary practitioner at each vaccination.

6 (2) (b) Vaccination and parasite prevention for dogs 12 weeks of age or older

All dogs 12 weeks of age or older in the business must have current vaccination against and treatment for the following, in accordance with the manufacturer's recommendations, (except where a veterinary practitioner advises and records that treatment would prejudice the animal's health):

- Canine Distemper
- Infectious Canine Hepatitis
- Canine Parvovirus
- Canine Cough (parainfluenza (Type II) and Bordetella bronchiseptica)
- Heartworm
- Internal and external parasites (for example, fleas and ticks).

Vaccination certificates, including dates of next treatment, details of the treatment required, and a record of who administered the treatment, must be signed by a veterinary practitioner at each vaccination.

6 (3) Breeding

Breeding mates must not be closely related to one another (for example, father and daughter; brother and sister; mother and son).

Second degree matings (for example, grandfather and granddaughter) are not recommended without appropriate prior expert advice.

6 (3) (a) Heritable defects

All breeders must comply with the *Prevention of Cruelty to Animals Act 1986*, particularly with respect to the *Code of Practice for the Responsible Breeding of Animals with Heritable Defects that Cause Disease*.

The proprietor of any business notified that an animal sold by the business has been diagnosed by a veterinary practitioner to have a heritable disease/defect, or provided with reasonable evidence of a heritable disease/defect in such an animal, must stop breeding from the parents of this animal until the following have been completed:

- test the parents, if they are still breeding, where an acceptable test is available, or if a test is not available have the parents assessed by a veterinary practitioner for the defect and
- test any existing offspring of those parents still currently residing at the business where an acceptable test is available.
 - If one or both of the parents have the heritable defect, genetic counselling must be obtained from a veterinary practitioner prior to continuing to breed with those animals.
 - If any offspring have the heritable defect, a sale or euthanasia plan must be developed in conjunction with a veterinary practitioner and all details about the heritable defect and likely outcomes for the

animals and their owners must be fully disclosed to prospective purchasers.

Any male and female animal in the business who carry recessive genes for any heritable defect that causes a disease/defect must not be bred together.

6 (3) (b) Breeding males

Male dogs must be at least 12 months of age prior to their first mating.

A male must have a general health check by a veterinary practitioner prior to first mating to assess whether the dog is physically mature enough to be bred with. Veterinary practitioners must provide a certificate to state that, at the time of examination, the dog was suitable to breed.

Male dogs must have a general health check by a veterinary practitioner, at least annually.

If evidence of heritable defects that cause disease from the puppies produced by this male are identified the dog must not continue to be bred unless approved as suitable for continued breeding by a veterinary practitioner.

Male dogs must be retired at 6 years of age, except where owners obtain veterinary certification to indicate the dog is sufficiently healthy to continue breeding. Annual breeding clearance certificates are required for dogs continuing to breed from 6 years of age onwards.

Dogs over 6 years of age must be assessed for prostatic disease as part of the annual health check and castrated where assessment indicates castration is required.

Male dogs must not mate with more than one female dog at a time and must have at least 2 rest days every 60 days.

Note

A male must not be put with 2 or more females for mating purposes.

6 (3) (c) Breeding females

Female dogs must be at least 12 months of age prior to their first mating.

A female must have a general health check by a veterinary practitioner prior to first mating to assess whether she is physically mature enough to be bred with. Veterinary practitioners must provide a certificate to state that, at the time of examination, the female is suitable to breed.

A female must have a general health check by a veterinary practitioner within 8 weeks post-partum.

Female dogs must have a general health check by a veterinary practitioner at least annually, or more frequently as directed by a veterinary practitioner.

A female dog must have no more than 5 litters in her lifetime, after which she must be retired from breeding.

If evidence of heritable defects from the puppies produced by this female are identified, the female must not be continued to be bred with unless approved as suitable for breeding by a veterinary practitioner.

6 (3) (d) Retirement of breeding dogs

Where

- male dogs have reached 6 years of age and are no longer veterinary certified for breeding
- female dogs have had 5 litters and/or
- dogs are considered no longer suitable for breeding or no longer required by the business,

and the animal is suitable for rehoming, every effort must be made to rehome that animal to an appropriate home.

When a dog is no longer veterinary certified, suitable or required for breeding, the business must refer to its health management plan for retirement options for that dog.

All retiring breeding females must be prevented from having further litters under the direction of a veterinary practitioner (for example by desexing, the use of contraception or misalignment procedures).

All retired animals must be microchipped and:

1. rehomed to a suitable home — where health and temperament of the dog have been assessed as suitable for rehoming; or
2. kept by the business as a pet; or
3. when dictated by a health and/ or behavior problems, or when an acceptable home is unable to be found, animals may be euthanased via lethal injection by a veterinary practitioner.

6 (3) (e) Mating

Mating pairs must be physically separated from other animals.

Mating pairs must be monitored during mating.

Dog breeding stands must not be used.

If the female is being unduly harassed she must be removed and veterinary advice sought:

- if there is a risk of injury to either dog
- for any other concern.

A male and female animal may be housed in a single pen together for a period of time during mating. After mating both animals must be physically separated (that is, placed back in their home pens or other accommodation), assessed for signs of injury, and treatment provided where necessary.

Both animals must be returned to their home pens every evening even if mating has not yet occurred.

6 (3) (f) Whelping

Within 7 days of her due date, a pregnant bitch that is multiply housed, must be moved to a specific whelping housing area or provided with private accommodation containing a whelping box.

Exercise, socialisation, enrichment and handling for late pregnancy must remain the same as for pregnant bitches where their health and physical condition allows.

As soon as the bitch shows signs of whelping, fresh bedding must be provided and the bitch continually monitored until birthing is complete.

If there are any abnormalities observed or concerns for the welfare of the bitch or puppies during the birthing process, veterinary advice must be immediately sought.

After birth is complete, the bitch and her puppies must be monitored 6 hourly until the puppies are feeding and maternal acceptance has been firmly established.

The birthing area must be completely cleaned and all bedding changed within 24 hours of the completion of birthing.

6 (3) (g) Lactating

Monitoring of lactating bitches must include observation of:

- all puppies feeding; and
- the bitch is lactating.

If puppies do not gain weight, veterinary advice must be sought by the proprietor and action taken as directed by the veterinary practitioner.

For the first week post birth, bitches must be examined twice daily for mastitis and treatment provided immediately upon diagnosis.

Soiled bedding must be removed and clean bedding must be provided on a daily basis during lactation.

Lactating bitches must be exercised as per Section 6.(4).

Puppies must have a health check by a staff member within 12 hours of birth. Daily handling of puppies must begin within 7 days of birth.

6 (6) Working and guardian dogs

Working dog breeding businesses may house up to 4 compatible dogs together except when bitches are whelping or lactating. Entire male dogs and female dogs on or near oestrus must not be housed together.

Housing for guardian dogs (other than whelping and lactating dogs) must be as per guidelines in *Guardian Dogs Best Practice Manual for the use of Livestock Guarding Dogs* (<http://www.feral.org.au/guardian-dogs/>)

6 (6) (a) Exercise and enrichment

All working and guardian dogs, on days when they are not being used for working/guarding livestock or training, must be provided with a minimum of two 30 minute exercise sessions per day at least two hours apart.

On days when dogs are working/guarding livestock there are no exercise or enrichment requirements.

Puppies and lactating bitches that are not being used for working livestock should be provided with exercise and enrichment as shown in Table 5.

Table 5. Exercise and enrichment for working dogs when not working livestock

Note: These minimum requirements only apply to working/guarding dogs on days when they are not required for working/guarding livestock, training for, or competing in working dog trials.

Category	Exercise requirements	Environmental enrichment requirements
Puppies 0–4 weeks	Normal movement within the whelping box and mother’s pen area	Must provide a variety of different surfaces within the enclosure that expose the puppies to different textures (for example, hard floors, soft bedding, newspaper, artificial grass, turf, etc.)
Puppies 4–8 weeks	Normal movement and play within the mother’s pen area or outside the pen area May include interaction with humans and/or alternative activities used as early training opportunities	Must provide a variety of different surfaces within the enclosure that expose the puppies to different textures (for example, hard floors, soft bedding, newspaper, artificial grass, turf, etc.) Must provide a variety of objects/ experiences within the enclosure to develop motor skills Must rotate the objects on a weekly basis May wish to provide noise simulation CDs
Puppies 8–16 weeks	Must provide a minimum 20 minutes run/play time daily within a secure area outside of primary housing enclosure Exercise may include: <ul style="list-style-type: none"> • introduction of daily walks on lead • basic obedience training • training working dogs for farm work • training hunting/retrieving dogs for hunting/retrieving activities 	Must provide a variety of different surfaces within the enclosure that expose the puppies to different textures (for example, hard floors, soft bedding, newspaper, artificial grass, turf, etc.) Must provide a variety of objects within the enclosure to develop motor skills Must rotate the objects on a weekly basis May wish to provide noise simulation CDs

Category	Exercise requirements	Environmental enrichment requirements
Dogs 16 weeks+ — not working livestock	Minimum 30 minutes exercise twice daily with at least 2 hours between each exercise session	
Pregnant bitches (7+ weeks gestation) and lactating bitches	Must provide gentle exercise for a minimum 20 minutes twice daily in an area containing natural daylight Exercise may include on-lead exercise or off-leash in secure fenced area being directly monitored/supervised Exercise modifications must be under the direction of a veterinary practitioner	
Dogs/ puppies — injured, ill, or recovering from ailment	Under guidance of veterinary practitioner	Under guidance of veterinary practitioner

6 (6) (b) Socialisation and handling for puppies

The health management plan for the business must detail socialisation and handling programs for all animals at all stages in the business. Table 6 provides minimum requirements for that plan.

Guardian dogs are exempt from the requirements for socialisation and handling, but must be reared and trained in accordance with the *Guardian*

Dogs Best Practice Manual for the use of Livestock Guarding Dogs (<http://www.feral.org.au/guardian-dogs/>).

Socialisation can be accomplished during exercise and handling periods.

Socialisation can be accomplished during exercise and handling periods.

Table 6. Socialisation and handling for working dogs when not being used for working livestock

Category	Socialisation	Handling
Puppies 0–4 weeks	<p>Must include exposure to humans through daily handling</p> <p>Must remain with mother and other littermates unless under veterinary advice</p>	Must include 5 minutes human handling per puppy daily from 7 days of age
Orphaned puppies 0–4 weeks	<p>Must include exposure to humans through daily handling</p> <p>Must remain with other littermates where possible, unless under veterinary advice</p>	Handling of orphaned puppies outside of normal feeding and cleaning must be conducted under the direction of a veterinary practitioner
Puppies 4–8 weeks	<p>Must include exposure to humans through daily handling and interactive play using toys</p> <p>Must remain with mother and other littermates until 6 weeks of age unless under veterinary advice</p> <p>May include exposure to vaccinated puppies from other litters from 6 weeks of age in a separate pen, for 10 minutes per day where practical</p>	Must consist of a minimum of 30 minutes human handling per litter daily
Puppies 8–16 weeks	<p>Must include exposure to humans through daily handling and interactive play using toys</p> <p>May include exposure to a variety of other vaccinated dogs that are socially compatible where practical</p>	Must consist of a minimum of 30 minutes human handling per puppy daily
Dogs/ puppies- injured, ill, or recovering from ailment	Under guidance of veterinary practitioner	Under guidance of veterinary practitioner

6 (6) (c) Housing for working and guardian dogs

This section outlines the minimum housing requirements for keeping working dogs and whelping/lactating working and guardian bitches and their puppies.

Housing for guardian dogs (other than whelping and lactating dogs) must be as per guidelines in *Guardian Dogs Best Practice Manual for the use of Livestock Guarding Dogs* (<http://www.feral.org.au/guardian-dogs/>). Housing must provide protection from the weather (wind, rain, sun and extremes of climate), vermin and harassment from other animals.

Housing must provide protection from the weather (wind, rain, sun and extremes of climate), vermin and harassment from other animals.

Pens must be designed, constructed, serviced and maintained in a way that ensures the good health and wellbeing of the animals, while preventing escape of animals and injury to humans and animals.

Construction materials must be selected for ease of maintenance, disinfection and cleaning, durability and non-toxicity.

All housing facilities must display emergency evacuation procedures in a location known to all staff. All staff must be fully familiar with these procedures.

Pens must be constructed for the housing of all dogs at the business.

6 (6) (c) (i) Disinfection and hygiene

Maintenance of hygiene in a business will prevent build-up of disease-causing organisms including bacteria, viruses and parasitic worm eggs.

A business must be clean and hygienic at all times.

All pens and kennels used to house animals must be cleaned out at least once per day (or more often as required) by appropriate means.

Where hosing is the preferred option, dogs must be removed from the housing prior to hosing and then returned to the kennel/pens once cleaning is complete.

The bedding area must be completely dry prior to returning dogs.

All faeces, used bedding, and uneaten food must be removed prior to cleaning.

Uneaten food must be placed in a waste disposal device.

Disposable bedding, food containers, and general waste from the business must be placed in a waste disposal device.

Waste disposal must be in accordance with the requirements of the appropriate statutory authority.

Use of a trade waste service for collection and disposal of wastes is preferable.

Wastes must not be incinerated unless the incinerator is registered with the appropriate authority.

Businesses must have an adequate water supply and must be sewerred, on a septic system, or have some other adequate method of disposing of faeces approved by the appropriate authority.

Open pits for collecting run off from drains must not be used.

All watering and feeding utensils must be rinsed daily and washed in hot soapy water or in a dishwasher at least once per week to ensure bowls are clean and free of food, mould, etc. Watering and feeding utensils must be disinfected if the dog using them is diagnosed with a disease or internal parasite infection before being used to feed or water another dog.

Dishwashers are suitable for disinfection of water and feeding utensils, toys and washable enrichment items at a temperature of 65°C or above using the appropriate dishwashing detergent in accordance with manufacturer's instructions.

Utensils must be rinsed after disinfection to avoid poisoning.

Disinfection of pens, using hospital grade disinfectants, must be done weekly and:

- prior to the introduction of a new dog
- prior to whelping, and
- upon the removal of puppies.

Manufacturer's instructions for the use of these agents must be followed.

Pests including fleas, ticks, flies, mosquitoes and rodents must be effectively controlled at the business.

Management of these pests must be included in the business health management plan for each animal developed in consultation with a veterinary practitioner.

Registered chemicals used for pest control must be used in accordance with the manufacturer's instructions and must be either prescribed by a registered veterinary practitioner or used in accordance with the appropriate authority.

Any pest traps used must be in accordance with the *Prevention of Cruelty to Animals Act 1986* and Regulations.

Material Safety Data Sheets for all chemicals used at the business must be kept on site and made available to an authorised officer on request.

6 (6) (c) (ii) Isolation

All businesses must provide an area for isolation of animals suspected of having an infectious disease, or must have a written agreement with a veterinary practitioner to provide isolation facilities off site at a veterinary practice.

Isolation housing within the business must be physically separated by an impervious barrier or a distance of at least 10 metres from other types of animal housing areas at the business.

Drainage must not run from isolation areas to or through other animal housing.

Animals in isolation must be maintained in an area approved in the animal health management plan, with particular reference to the area's airflow, workflow and pen design.

All animals confined in isolation housing must be under the supervision of a veterinary practitioner and the fate of an animal must be decided by a veterinary practitioner.

Pen items, such as bedding, food and water utensils, enrichment items, etc. from isolation areas must remain solely for use in isolation areas and not be used in other areas of the business.

6 (6) (c) (iii) Tethering

Dogs must be tethered in accordance with the *Prevention of Cruelty to Animals Act 1986* and Regulations.

Pregnant bitches more than 7 weeks gestation, whelping bitches and lactating bitches with puppies must not be tethered.

Puppies under 16 weeks of age must not be tethered.

6 (6) (c) (iv) Pens for non-pregnant female, pregnant female and male working dogs (general housing)

Non-pregnant female, pregnant female and male working dogs may be housed in raised pens.

Raised pens must have a floor area of a minimum of 2.5 square metres and a minimum pen height (from floor of pen to roof) of 0.9 metres.

A minimum of 0.9 square metres of the floor of the pen must be weatherproof.

No part of the floor area may be made from wire.

Pens must not be stacked on top of one another.

Pregnant bitches must be removed from raised pens and moved to whelping/lactating pens within 7 days of due date for whelping.

Minimum pen sizes are based on a single fertile adult. When multiply housed, minimum pen sizes must increase by a factor of the number of dogs. For example, 1 dog needs a minimum of 2.5 square metres of which 0.9 square metres must be weatherproofed area, 2 dogs require a minimum of 5 square metres of which 1.8 square metres must be weatherproofed area, etc.

Working dogs not housed in raised pens may be housed in runs that meet the minimum size requirements for raised pens.

6 (6) (c) (v) Pens for whelping and lactating working and guardian bitches

All bitches within 7 days of whelping and all bitches with puppies must be housed in whelping/lactating pens.

Whelping/lactating pens must have a minimum floor area of 10 square metres. The pen must have a minimum width of 1.2 metres and a minimum height of 1.8 metres.

One-third of the minimum floor area must be made impervious to liquids to assist cleaning, disinfection and drainage.

The remainder of the floor area of the pen may be made of any substance except wire. Floor areas must not be allowed to remain muddy. Floors must not become sufficiently dusty that the bitch and her puppies are at risk of, or suffer from, respiratory or eye conditions.

Whelping and lactating housing must be maintained at a temperature between 10 and 32°C at all times.

Note

Newborn puppies prefer an ambient temperature of 32°C up until about 4 days of age. After 4 days, the temperature can be gradually reduced over a period of 2–3 weeks. However, during this period of time, the bitch may not be comfortable in an environment at a constant 32°C. Breeders should consider installing lamps over bedding areas (25 watt globe is sufficient) for puppies, however it is important to provide an alternative cooler area for the bitch.

It is important to provide a heat source for the puppies, particularly during colder weather, to ensure they can maintain their body temperature as their internal temperature regulations systems are not working at this age.

This area must be drained to prevent pooling of liquids.

All pens must provide the dogs with continuous access to natural daylight during the day.

Pens may be separated by solid partitions, galvanised chain wire or weld mesh wire dividers.

The pens and flooring of the pens must be of a design that will not cause injury to the animal.

The internal surfaces of the external walls of kennel buildings must be constructed of impervious, solid, washable materials to facilitate cleaning and disinfection.

The bitch must be provided with sufficient weatherproof area and bedding to:

- provide her with privacy from neighbouring dogs
- provide her and her puppies with sufficient bedding so they can all lie comfortably for feeding and rest
- provide an area of retreat that the bitch can go to, to have a break from her puppies (this can be achieved via the construction of a low wall in the middle of the weatherproof area).

Beds:

- must not be made predominantly of concrete or metal
- must be raised off the ground to prevent draughts
- must contain soft bedding material and bedding must be changed weekly or daily if soiled.

All whelping bitches must be provided with a whelping box.

The whelping box must be large enough for the bitch to lie comfortably while whelping and to accommodate the bitch and her puppies for the first 4 weeks after whelping.

The whelping box must either have solid sides that can be easily disinfected or be disposable. The whelping box must be of a height that will allow the bitch to exit readily but will prevent puppies under 4 weeks from falling out.

Whelping boxes and bedding in lactating pens must contain bedding that is soft, absorbent and easily disposed of or cleaned and disinfected when soiled.

Puppies less than 16 weeks of age may be housed together in a whelping/lactating pen of a minimum area of 10 square metres, with or without their mother.

From 16 weeks of age, puppies must be moved to general housing as per 6 (6) (c) (iv).

6 (6) (c) (vi) Indoor kennel areas

Where dog pens are permanently indoors natural daylight during daylight hours must be provided and temperature, humidity and ventilation must be managed.

Ventilation must be adequate to keep animal housing areas free of dampness, noxious odours and draughts.

Fully enclosed kennel areas must:

- have an air change rate of 8-12 changes per hour to prevent the build-up of foul odours
- have ventilation devices that avoid draughts and distribute fresh air evenly to all of the housing areas.

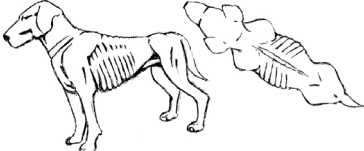
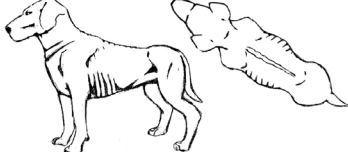
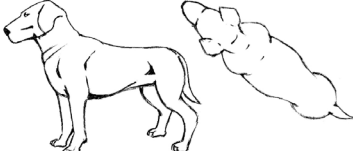
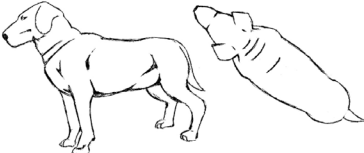
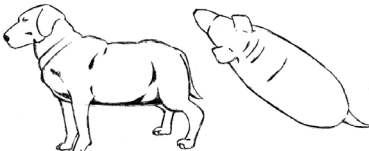
Where forced ventilation is the only form of air, all of the following are required:

- air recirculation units incorporating effective air cleaning and filtration to ensure the removal of infectious organisms and chemicals
- a back-up and alarm system in case of power failures or breakdown of ventilation and temperature control mechanisms must be maintained
- temperature must be maintained in the range of 10–32°C.

Appendix

Body condition score chart - Dog

Body condition score chart - Dog

<p>Emaciated</p> 	<ul style="list-style-type: none"> • Individual ribs, spine and pelvis prominent and evident from a distance. • Lack of muscle mass. • Little or no body fat. • Rump hollow. • Waist prominent when viewed from above. • Abdomen obviously tucked up. • Neck thin. • No fat on tail. <p>Veterinary advice must be sought.</p>
<p>Thin</p> 	<ul style="list-style-type: none"> • Ribs, spine and pelvis bones visible and easily felt. • Little body fat. • Neck thin. • Abdomen tucked up. • Little fat on tail. • Obvious waist when viewed from above. <p>Increase feeding and worm dog if not wormed recently. (ensure all-wormer used – some products do not cover all worms).</p> <p>Seek veterinary advice if dog remains underweight or unsure of feeding or worming regime.</p>
<p>Ideal</p> 	<ul style="list-style-type: none"> • Ribs and spine can be felt, last few ribs may be visible. • Dog should have a waist when viewed from above. • Belly is tucked up when viewed from side. • Good muscle mass. • Rump well muscled.
<p>Overweight</p> 	<ul style="list-style-type: none"> • Ribs and spine not visible but can be felt. • Fat deposit on tail. • Little or no waist when viewed from above, rounded appearance, back appears broadened. • Dog squarish along back line when viewed from side. • Abdomen not tucked up, may appear rounded underneath. <p>Reduce feed intake or provide lower calorie feed. Increase exercise.</p> <p>Seek veterinary advice if unsure of appropriate diet or concerns over exercise regime.</p>
<p>Obese</p> 	<ul style="list-style-type: none"> • Ribs and spine not visible and difficult to feel. • Tail has obvious fat deposit. • No waist and back broadened when viewed from above. • Belly obviously rounded and possibly distended. • Dog square or rounded up along back line when viewed from side. <p>Seek veterinary advice on diet and exercise regime.</p>

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