

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
ANIMAL CARE
Rabbit Breeder/Dealer Pre-License Checklist
INTERNAL USE

This checklist is a tool for Inspectors to use to ensure important and relevant topics are discussed with all applicants during every first pre-license inspection. Ensuring full compliance of the applicant's facility and paperwork is critical prior to licensure. The Inspector should be on time for the scheduled inspection, be courteous, carry identification and business cards, and have all necessary equipment and supplies including gloves, shoe covers, and temperature measuring equipment to conduct the inspection. Directs can be pointed out to the applicant and recorded as non-compliant items in the report, but not specifically cited as directs. SACS should be notified when direct NCIs are identified during a pre-license inspection. Photographs should not be taken nor uploaded into ACIS for prelicense inspections. Team inspections are required for third pre-licenses; one team member should be a VMO or a Compliance Specialist, if possible. This list is not intended to be all-inclusive.

§ 2.40 - Attending veterinarian and adequate veterinary care (dealers and exhibitors).

- Formal arrangement with Attending Veterinarian (AV).
- AV has conducted an on-site visit
- Written program of veterinary care (PVC) signed by applicant and veterinarian.
- AV has been given appropriate authority to provide care.
- Program in place to observe animals daily.
- Documentation provided for animals with pre-existing conditions
- Veterinary records are current and animals receiving veterinary care are properly documented
- All medications are properly labeled with drug name and concentration, dose, frequency, and route of administration, and are not expired.
- Preventative medication protocols as listed on the PVC were discussed and compared with what was onsite
- Any animals exhibiting signs of potential veterinary medical problems have been evaluated by a veterinarian and received appropriate care.
- Provisions and description of euthanasia procedures.

§ 2.75 - Records: Dealers and exhibitors.

For animals other than dogs and cats [2.75 (b)(1) &(2)]

- For animals purchased or otherwise acquired, owned, held, leased, or otherwise in his or her possession or under his or her control, or which is transported, sold, euthanized, or otherwise disposed of by that dealer or exhibitor. The records shall include any offspring born of any animal while in his or her possession or under his or her control.
 - The name and address of the person from whom the animals were purchased or otherwise acquired;
 - USDA license or registration number of the person if he or she is licensed or registered under the Act;
 - The vehicle license number and State, and the driver's license number (or photographic identification card for non-drivers issued by a State) and State of the person, if he or she is not licensed or registered under the Act;

- The name and address of the person to whom an animal was sold or given;
 - The date of purchase, acquisition, sale, or disposal of the animal(s);
 - The species and number of animal(s) in the shipment.
- Check that records are complete. [Discuss forms: record of Animals on Hand (APHIS Form 7019); Record of Acquisition, Disposition, or Transport of Animals (APHIS Form 7020)]

§ 2.80 - Records, disposition.

- Records are kept for 1 year after an animal is euthanized or disposed of (if not, discuss this requirement).

§ 2.126 - Access and inspection of records and property; submission of itineraries.

- Explain and received business hours
- Explain that by conducting regulated activity and obtaining a license, the applicant will allow APHIS Inspectors to enter the place of business during business hours; examine records; make copies of records; inspect and photograph the facilities, property, and animals; document areas of noncompliance; use a room, table, or facility to examine records or animals
- Ensure a responsible adult is present and available to accompany Inspector during entire inspection.

§ 2.131 - Handling of animals. *(Discuss these points as they relate to the particular situation at the facility)*

- (b)(1) Handling of all animals shall be done as expeditiously and carefully as possible in a manner that does not cause trauma, overheating, excessive cooling, behavioral stress, physical harm, or unnecessary discomfort.
- (e) When climatic conditions present a threat to an animal's health or well-being, appropriate measures must be taken to alleviate the impact of those conditions. An animal may never be subjected to any combination of temperature, humidity, and time that is detrimental to the animal's health or well-being, taking into consideration such factors as the animal's age, species, breed, overall health status, and acclimation.

§ 3.50 - Facilities, general.

- Facilities are structurally sound and maintained in good repair. They protect the animals from injury, contain the animals, and restrict the entrance of other animals.
- There is reliable and adequate electric power.
- Adequate potable (drinkable) water is available.
- Supplies of food and bedding are stored in facilities which adequately protect them against infestation or contamination by vermin.
- Refrigeration is provided for supplies of perishable food.
- There are provision for the removal and disposal of animal and food wastes, bedding, dead animals, and debris.
- Disposal facilities and processes are operated as to minimize vermin infestation, odors, and disease hazards.
- There are washrooms, basins, or sinks available to maintain cleanliness among animal caretakers.

§ 3.51 - Facilities, indoor.

- Heating.* (Indoor housing facilities for rabbits need not be heated.)
- Indoor housing facilities have adequate ventilation to provide for the health and comfort of the animals at all times.
- Additional ventilation, such as exhaust fans and vents or air conditioning are provided when the ambient temperature is 85 °F or higher.
- Indoor housing facilities have ample light, by natural or artificial means, or both, of good quality and well distributed.
- The lighting is uniformly distributed and of sufficient intensity to permit routine inspection and cleaning.
- Primary enclosures are placed so as to protect the rabbits from excessive illumination.
- The interior building surfaces of indoor housing facilities are constructed and maintained so that they are substantially impervious to moisture and may be readily sanitized.

§ 3.52 - Facilities, outdoor.

- Shelter from sunlight.* When sunlight is likely to cause overheating or discomfort, sufficient shade is provided to allow all rabbits kept outdoors to protect themselves from the direct rays of the sun.
- When the atmospheric temperature exceeds 90 °F artificial cooling is provided by a sprinkler system or other means.
- Shelter from rain or snow.* Rabbits kept outdoors are provided with access to shelter to allow them to remain dry during rain or snow.
- Shelter from cold weather.* Shelter is provided for all rabbits kept outdoors when the atmospheric temperature falls below 40 °F.
- Protection from predators.* Outdoor housing facilities for rabbits are fenced or otherwise enclosed to minimize the entrance of predators.
- Drainage.* A suitable method is provided to rapidly eliminate excess water.

§ 3.53 - Primary enclosures.

- All primary enclosures for rabbits are:
 - Structurally sound and maintained in good repair to protect the rabbits from injury, to contain them, and to keep predators out.
 - Constructed and maintained so as to enable the rabbits to remain dry and clean.
 - Constructed and maintained so that the rabbits contained therein have convenient access to clean food and water as required in this subpart.
 - Have floors that are constructed so as to protect the rabbits' feet and legs from injury.
 - Litter shall be provided in all primary enclosures having solid floors.
- A suitable nest box containing clean nesting material is provided in each primary enclosure housing a female with a litter less than one month of age.

Space requirements for primary enclosures

- Primary enclosures are constructed and maintained so as to provide sufficient space for the animal to make normal postural adjustments with adequate freedom of movement.
- See charts listed under 3.53 (b) and 3.53 (c)(2).

§ 3.54 - Feeding.

- Rabbits are *fed at least once each day.*
- The food is free from contamination, wholesome, palatable and of sufficient quantity and nutritive value to meet the normal daily requirements for the condition and size of the rabbit.
- Food receptacles* are accessible to all rabbits in a primary enclosure and are located so as to minimize contamination by excreta.
- All food receptacles are kept clean and **sanitized at least once every 2 weeks.**
- If self-feeders are used, they are measures taken to prevent molding, deterioration or caking of the feed.

§ 3.55 - Watering.

- Sufficient potable water* is provided daily. All watering receptacles are sanitized when dirty.
- Water receptacles are **sanitized at least once every 2 weeks.**

§ 3.56 - Sanitation.

Cleaning of primary enclosures.

- Primary enclosures are kept reasonably free of excreta, hair, cobwebs and other debris by periodic cleaning.
- Measures are taken to prevent the wetting of rabbits in such enclosures if a washing process is used.
- In enclosures equipped with solid floors, **soiled litter is removed and replaced with clean litter at least once each week.**
- In enclosures with wire or mesh floors have, the **troughs or pans under such enclosures cleaned at least once each week.**
- If worm bins are used under such enclosures they shall be maintained in a sanitary condition.

Sanitization of primary enclosures.

- Primary enclosures for rabbits are **sanitized at least once every 30 days** (using an approved method).
- Prior to the introduction of rabbits into empty primary enclosures previously occupied, such enclosures are sanitized.
- The sanitizing method is one of the following:
 - Washing with hot water (180 °F.) and soap or detergent as in a mechanical cage washer.
 - Washing all soiled surfaces with a detergent solution followed by a safe and effective disinfectant.
 - Cleaning all soiled surfaces with live steam or flame.

Housekeeping.

- Premises (buildings and grounds) are kept clean and in good repair in order to protect the animals from injury and to facilitate the prescribed husbandry practices set forth in this subpart.
- Premises are free of accumulations of trash.

Pest control.

- An effective program for the control of insects, ectoparasites, and avian and mammalian pests shall be established and maintained.

§ 3.57 - Employees.

- There is a sufficient number of employees/personnel with the appropriate background to maintain the level of care and husbandry practices.

§ 3.58 - Classification and separation.

- Animals housed in the same primary enclosure are maintained in compatible groups.
- Rabbits are not housed in the same primary enclosure with any other species.
- Rabbits under quarantine or treatment for a communicable disease are separated from other rabbits and other susceptible species of animals in such a manner as to minimize dissemination of such disease.

TRANSPORTATION STANDARDS

- If transporting rabbits, all applicable parts of the transportation standards must be met. Refer to sections 3.60 to 3.66.