

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
ANIMAL CARE
Guinea Pig and Hamster 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 complete 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.

§ 3.25 - 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. Opened food is stored in containers with a tightly fitting lid.
- Refrigeration is provided for supplies of perishable food.
- There are provisions 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.

§ 3.26 - Facilities, indoor.

- Temperature must not fall below 60 degrees nor exceed 85 degrees F.
- Provide adequate ventilation to provide for the health and comfort of the animals at all times.
- 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 animals 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.

§ 3.27 - Facilities, outdoor.

- Hamsters shall not be housed in outdoor facilities
- Guinea pigs may only be housed outdoors with prior approval from the Deputy Administrator.

§ 3.28 - Primary enclosures.

- All primary enclosures for guinea pigs and hamsters are:

- Structurally sound and maintained in good repair to protect the animals from injury.
- Have access to clean food and water
- Clean bedding for solid flooring
- Mesh or wire floors allow feces to pass through while protecting the feet and legs from injury

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 3.28 (b)(2)(ii), 3.28 (b)(3)(iii), 3.28 (c)(1)(iii), and 3.28 (c)(2)(iii).

§ 3.29 - Feeding.

- Guinea pigs and hamsters 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 guinea pig or hamster.
- Food may be supplemented with good quality fruits or vegetables consistent with their individual dietary requirements.
- Food receptacles, if used, are accessible to all guinea pigs and hamsters 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**.

§ 3.30 - Watering.

- Potable water should be provided daily (except as might otherwise be required to provide adequate veterinary care.)
- Water receptacles are **sanitized at least once every 2 weeks**.

§ 3.31 - Sanitation.

Cleaning and Sanitization of primary enclosures.

- Primary enclosures shall be cleaned often enough to prevent an accumulation of excreta or debris: *Provided, however*, that such enclosures shall be sanitized at least once every 2 weeks.
- Prior to the introduction of animals 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.

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.

§ 3.32 - Employees.

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

§ 3.33 - Classification and separation.

- Animals housed in the same primary enclosure are maintained in compatible groups.
- Except where harem breeding is being practiced, pre-weanling guinea pigs shall not be housed in the same primary enclosure with adults other than their parents.
- Guinea pigs and hamsters shall not be housed with each other nor other species.

TRANSPORTATION STANDARDS

- If transporting guinea pigs or hamsters, all applicable parts of the transportation standards must be met. Refer to sections 3.35 to 3.41