# **BREEDING DOGS**

# **PAPERWORK REQUIREMENTS**

Please note that this document has been created to help you ensure that you submit all of the relevant documents to the Local Authority before your inspection is completed. The guidance is available [here](https://www.gov.uk/government/publications/animal-activities-licensing-guidance-for-local-authorities).

There are requirements set out it the guidance in relation to the records that need to be kept. These records will be scrutinised during the inspection. At the inspection visit we will expect to see how these records are going to be kept e.g. a database, paper record. Records must be kept for 3 years.

## **Minimum Standards**

To meet the minimum standards you must submit the following details:

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|  | A document outlining the qualifications you and your staff have and/or clear evidence of knowledge and experience (See guidance under Part A 4.3 of the Guidance). |
|  | A written training policy for all staff (See guidance under Part A 4.3 of the Guidance). |
|  | Each unit must have a minimum headroom height of 2m and be designed to allow staff to access dogs and clean all parts of the unit safely. Where this is not feasible there must be a documented procedure in place to demonstrate the safety of staff (See guidance under Part A 5.1 of the Guidance). |
|  | Procedures must be in place to make sure housing and any equipment is cleaned as often as necessary and good hygiene standards are maintained. The housing must be capable of being thoroughly cleaned and disinfected. (See guidance under Part A 5.5 of the Guidance). |
|  | A plan/record of the type, quantity, frequency of food each dog receives must be kept (See guidance under Part A 6.1 of the Guidance). |
|  | A written plan for weaning puppies (See guidance under Part A 6.1 of the Guidance). |
|  | An enrichment programme (See guidance under Part A 7.1 of the Guidance). |
|  | Behaviour assessment records must be kept (See guidance under Part A 7.3 of the Guidance). We will want to see how these records are to be kept e.g. document template. |
|  | A policy must be in place for monitoring the introduction of new dogs to other dogs in either domestic or kennel environments, to avoid stress to either new or resident animals (See guidance under Part A 8.2 of the Guidance). |
|  | Feeding Procedure (See guidance under Part A 6.0, 9.1 of the Guidance). |
|  | Cleaning and disinfection Procedures (See guidance under Part A 5.5, 6.4, 6.6, 9.1 of the Guidance). |
|  | Transportation procedure (See guidance under Part A 5.6, 9.1 of the Guidance). |
|  | The prevention of, and control of the spread of disease (See guidance under Part A 9.0 of the Guidance). |
|  | Monitoring and ensuring the health and welfare of all the animals (See guidance under Part A 6.2, 7.3, 9.1, 9.13 of the Guidance). |
|  | The death or escape of an animal (including the storage of dead animals) (See guidance under Part A 9.1 of the Guidance). |
|  | Procedure covering the care of the animals following the suspension or revocation of the licence or during and following an emergency (See guidance under Part A 9.1 of the Guidance). |
|  | If isolation facilities are to be provided by the attending veterinary practice, a letter must be provided by the practice stating that they are prepared to provide such facilities. If not stated isolation protocols must be provided (See guidance under Part A 9.3 of the Guidance). |
|  | A written emergency plan (See guidance under Part A 10.0 of the Guidance). |
|  | A documented socialisation and habituation programme for puppies (See guidance under Part B 1 4.0 of the Guidance). |
|  | Procedures must be in place to ensure that all staff know how to appropriately socialise puppies (See guidance under Part B 4.0 of the Guidance). |
|  | Procedures must be in place for dealing with dogs that show abnormal behaviour (See guidance under Part B 5.3 of the Guidance). |
|  | A preventative healthcare plan agreed with the veterinarian with whom the licence holder has registered (See guidance under Part B 6.12 of the Guidance). |

## **Higher Standards**

If you wish to meet the higher standards you must submit evidence that you do or how you will meet the following standards:

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|  | Where there are staff employed at least one must have an OFQUAL regulated Level 3 qualification in a relevant subject and must be present during the working day (Higher Standard- Optional) |
|  | A suitably qualified behaviour expert must be appointed in relation to the licensable activity and active engagement recorded (Higher Standard- Optional) |
|  | A noise management plan must be in place e.g. physical barriers, sound absorbing materials, positive reinforcement training to keep barking down, kennel design to prevent noise generation with demonstration of effectiveness (Higher Standard- Optional) |
|  | Dogs must be fed twice a day with a feeding plan for each dog balancing feeding with food enrichment such as use of scatter feeders. Inspector must see the enrichment tools and plan for each dog (Higher Standard-Optional). |
|  | There must be a clear plan setting out two walks per day each working day for a minimum of 20 minutes each or two sessions of access to a secure open area. There must be an alternative form of enrichment planned for dogs which cannot be exercised for veterinary reasons (Higher Standard-Required). |
|  | The breeder will ensure all breeding stock or puppies are recorded in the UK with a registration organisation which must make available record of parent or lineage including coefficient of inbreeding and record of health screening test results (Higher Standard- Required). |
|  | Licence holders must test all breeding stock for hereditary disease using the accepted and scientifically validated health screening schemes relevant to their breed or type, and must carefully evaluate any test results as well as follow any breeding advice issued under each scheme, prior to breeding. No mating must take place if the test results indicate that it would be inadvisable in the sense that it is likely to produce health or welfare problems in the offspring and/or it is advisable in the context of a relevant breeding strategy (Higher Standard-Required). |
|  | No bitch will be intentionally mated when the coefficient of Inbreeding of the puppies would exceed the breed average or 12.5% if no breed average exists as measured form a minimum five generation pedigree (Higher Standard-Optional). |
|  | A puppy contract must be used, which must include undertakings and warranties around health, vaccinations and socialisation carried out by the seller prior to sale, and also make clear the responsibilities of the buyer relative to the dog. This must then give both parties confidence that a transaction has taken place in good faith (Higher Standard-Required). |