

ANIMAL BOARDING ESTABLISHMENTS ACT 1963

LICENCE CONDITIONS – DOG HOME BOARDING



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PREFACE

For the purpose of this licence the term boarding refers to the Keeping of other peoples dogs in the licence holders own home

1.0 NUMBER OF DOGS PERMITTED

- 1.1 The maximum number of dogs to be boarded at any one time is **XX**
This excludes the licence holders' own dogs.
- 1.2 Excluding the licence holders dogs only dogs from the same household may be boarded at any one time, unless the dog owners give consent in writing.
- 1.3 No animals other than dogs are to be boarded/temporarily cared for within the licensed facilities without the written approval of the local authority.

2.0 GENERAL CONDITIONS

- 2.1 Arrangements must be made to meet the owners well in advance of any agreement to board/pet sit dogs to ensure the suitability of the dog and compatibility of the dog with your own dogs.
- 2.2 Any dog-boarding activities should be in accordance with appropriate planning consents for the property.
- 2.3 Each dog shall wear a visible tag bearing the name, address and telephone number of the Licensee for the duration of the stay.
- 2.4 All dogs must be visited at suitable intervals.
- 2.5 Dogs and equipment shall not be placed or kept in such a position to cause obstruction in case of fire or other emergency.
- 2.6 Any vehicles used by the establishment for the transportation of dogs must be regularly serviced and kept clean. During transportation, dogs should be carried in cages of adequate size. All vehicles must be secure.
- 2.7 Measures must be taken to keep the establishment free of rodents, insects and other pests.

3.0 ACCOMMODATION

- 3.1 Accommodation provided for dogs must be to the satisfaction of the licensing authority in particular with regard to construction, size, fixtures and fittings, exercising facilities, temperature, ventilation and cleanliness.
- 3.2 Natural and artificial lighting of rooms used by dogs must be sufficient to allow the proper use and cleaning of them.

- 3.3 The accommodation and ancillary establishment shall be maintained in a state of cleanliness conducive to maintenance of disease control and animal comfort
- 3.4 All excreta and soiled material shall be removed as often as necessary and at least daily from all living and exercise areas. The accommodation and ancillary establishment shall be maintained so as to prevent odour or nuisance to occupiers and users of adjacent premises.
- 3.5 The floors of all living/sleeping compartments shall be kept as clean and dry as possible.
- 3.6 All areas in which the dogs run freely must be secure and prevent the escape of the dogs or control contact with legitimate visitors e.g. postmen. Any windows that pose a security risk must be escape proof or kept closed during the duration of the stay.
- 3.7 Doors, gates and fencing must not have any projections liable to cause injury to dogs.
- 3.8 The food preparation area and equipment shall be maintained in a clean and sound condition and kept vermin free at all times. Refrigeration facilities shall be provided where fresh meat is used. All bulk supplies of food shall be kept in vermin proof containers.
- 3.9 Clean and dry bedding material shall be provided for each dog.

4.0 FOOD AND WATER SUPPLIES

- 4.1 All animals shall have an adequate supply of wholesome drinking water available at all times.
- 4.2 All animals shall be adequately supplied with suitable food.
- 4.3 Eating and drinking vessels must be cleaned or disposed of after each feed and re-usable vessels must be capable of being easily cleaned and disinfected.

5.0 WASTE DISPOSAL

- 5.1 Facilities must be provided for the proper reception, storage and disposal of all waste. Particular care should be taken to segregate clinical waste arising from the treatment and handling of dogs with infectious disease and the final disposal route for all such waste must be incineration.
- 5.2 Arrangements must be made with the Waste Collection Authority or waste management contractor authorised for the purposes of the duty of care, for the removal of other waste from the establishment under the Environmental Protection Act, 1990. Wastewater must be disposed of by discharge to an approved drainage system.

6.0 EXERCISE

- 6.1 All dogs must be given adequate exercise and walked at least daily or as agreed by the dog owner.
- 6.2 Where exercise is provided off the premises, dogs must not be let off the lead unless the owner gives express written permission. Dogs should not be let off the lead in public places unless they can be adequately controlled or if they are likely to cause a hazard or nuisance to wildlife, property or members of the public. Dogs should not be let off the lead in or near areas containing livestock.
- 6.3 Where exercise is provided off the premises, arrangements must be made to immediately clean up any faeces deposited by the dogs and to dispose of any matter appropriately.
- 6.4 A range of muzzles of varying sizes should be available.

7.0 DISEASE CONTROL AND VACCINATION

- 7.1 Adequate precautions must be taken to prevent and control the spread of infectious diseases and parasites amongst dogs.
- 7.2 Provide an approved veterinary disinfectant and ensure its regular use on surfaces and equipment used by the dogs.
- 7.3 An up to date record of vaccination against Canine Distemper, Infectious Canine Hepatitis, Canine Parvovirus, Leptospirosis and other relevant diseases must accompany boarded dogs. Dogs must have had their last vaccination of the initial course at least two weeks prior to the first date of boarding.
- 7.4 Evidence of recent broad spectrum de-worming must be provided for dogs being cared for.
- 7.5 Suitable arrangements must be made to prevent and control fleas, ticks and other parasites.
- 7.6 Dogs showing signs of disease or illness shall be isolated from any other dogs until veterinary advice is obtained.
- 7.7 Where any dog suffers injury, illness or shows symptoms of illness or disease, the advice of a veterinary surgeon must be sought. Arrangements must be made with a veterinary surgeon to provide an emergency service if the need arises.
- 7.8 Any advice or instruction given by a veterinary surgeon must be strictly followed.
- 7.9 A well-stocked first aid kit suitable for use on dogs must be available and accessible on site.

8. REGISTER

8.1 A register must be kept of all dogs boarded at the premises and the information kept must include the following:-

- Date of arrival
- Name of dog, as well as any other identification mark such as microchip number or tattoo
- Description, breed, age and gender of dog
- Name, address and telephone number of owner or keeper
- Name, address and telephone number of dogs veterinary surgeon
- Anticipated and actual date of arrival and departure
- Vaccination and worming details
- Date of last season if a bitch

8.2 The register and associated records must be kept available for a minimum of 24 months and be kept in such a manner as to enable an authorised officer to easily access such information.

9. SUPERVISION

9.1 A fit and proper/responsible person aged 18 or over shall at all times be present or within reasonable distance from the premises to give advice, exercise supervision and deal with emergencies whenever dogs are being cared for at the premises. Proper care shall be afforded to the dogs in order to protect their health, safety and welfare.

9.2 Anyone supervising the care of the animals must have knowledge in animal welfare, cleanliness and hygiene, feeding and food preparation, disease control, health and safety, emergency procedures and the recognition and treatment of sick animals.

10.0 FIRE PRECAUTIONS

10.1 All heating appliances must be properly maintained and constructed as to constitute no risk of life.

10.2 Appropriate steps must be taken for the protection of the dogs in case of fire or other emergencies.

10.3 A proper emergency evacuation plan and fire procedure must be drawn up and posted on the premises. This must include an instruction as to where the dogs are to be evacuated to in the event of a fire or other emergency.

10.4 There must be adequate means of raising an alarm in case of a fire or other emergency.

10.5 Precautions must be taken to prevent any accumulation, which may present a risk of fire.

11.0 LIABILITY INSURANCE

11.1 Provide adequate and suitable public liability insurance (and where appropriate Employers Liability Insurance). A copy of the current certificate(s) must be displayed.

12.0 LICENCE DISPLAY

12.1 A copy of the licence and its conditions must be suitably displayed to the customers in a prominent position.

13.0 POWERS OF ENTRY

13.1 The authorised officer of the Licensing Authority (as authorised by the Head of Natural and Built Environment) can, at any reasonable time, have a right of entry onto the premises for the purpose of carrying into effect any of the relevant statutory provisions. To enable these provisions to be carried out, the appointed officer may take any other person authorised by the Council that may be considered necessary.