



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Avenue, Diliman, Quezon City

PET SHOP

Date Inspected: _____ Time Started: _____ Time Ended: _____

I. GENERAL INFORMATION

A. Name of Animal Facility: _____ TIN _____

B. Business Organization: Single Proprietorship Partnership
 Corporation Government
 Cooperative Others, pls. specify _____

C. Address of Facility: _____

D. GPS Coordinates Longitude _____ Latitude _____

E. Status of Facility: Owned Rented/Leased

F. Owner/Authorized Representative: _____

Contact Information: _____

G. DTI/SEC/ CDA Registration No.: _____ Date of Registration: _____

H. Veterinarian/Consultant: _____ PRC License No.: _____

Contact Information: _____ Validity: _____

II. ANIMAL INVENTORY (Inventory as of _____)

SPECIES/CATEGORIES OF ANIMALS	NUMBER/ CAPACITY	REMARKS

III. PERSONNEL (Currently employed)

PERSONNEL	NUMBER OF PERSON/S	REMARKS

IV. GENERAL SPECIFICATIONS FOR ANIMAL FACILITY

Welfare Rating Based on RIRR and AC 4 S 2015:
 4 – Good; 3 – Fair; 2 – Needs Improvement; 1 – Poor

FACILITY SETTINGS	4	3	2	1	Remarks/ Descriptions
• Facility location and topography					
• Type of environment/isolation from residential areas					
• Accessibility of the facility					
• Road condition to facility					
• Facility Security (CCTV, etc.)					
• Facility Biosecurity					
• Facility design					
• Type of partitions					
• Cages/enclosures/tanks					
○ No. of cages/enclosures/tanks available					
○ Type of cages/enclosures/tanks					
○ Suitability of cages/enclosures/tanks for each species					
○ Adequacy of space					
○ Suitability of materials used					
• Adequacy of space and floor area					
• Type of flooring of the facility					
• Beddings and substrate					
○ Type of beddings/substrate for different species					
○ Frequency of changing					
• Temperature and humidity					
• Ventilation					
• Lighting					
• Noise and vibration					
• Weather protection					
• Source of water for fish tanks/aquariums					
○ Frequency of cleaning and changing of water					
• Drainage system					
• Cleaning, sanitation and disinfection					
• Pest Control					
• Waste management					
○ Solid wastes					
○ Liquid wastes					
○ Hazardous wastes					
○ Disposition of dead animals					
• Regular monitoring and assessment of building and structures					
• Back-up systems and alarms					
• Availability of fire fighting equipments					

• Availability of first-aid kit for personnel					
• Contingency Plan for natural disasters and emergencies					
• Separate rooms/areas/cages/enclosures for					
○ Different species					
○ Sick/injured animals					
○ Newly-arrived animals					
• Holding capacity					
FEEDING PRACTICES					
• Feeding programs for different species					
• Sources of feed/food for different animals					
• Provision of food storage and system to prevent contamination					
• Source of water					
• Water potability test					
• Cleaning, sanitation and disinfection of feeders and drinkers					
GENERAL RESPONSIBILITIES, QUALIFICATIONS/REGULATIONS	4	3	2	1	Remarks/ Descriptions
• Appropriate facilities to store/keep pet animals					
• Written information to buyers on the proper care and handling of pets					
• Owner's pledge on responsible pet ownership					
• Written emergency procedures					
• Condition of the animals to be sold/traded					
PRACTICES THAT NEED SPECIAL ATTENTION	4	3	2	1	Remarks/ Descriptions
• Segregation of dominant from submissive animals					
• Segregation of predators from non-predators					
• Vaccination with appropriate certificate from the veterinarian					
• Identification of animals					
○ Microchips/Tattoo or temporary markings for dogs and cats					
○ Leg bands for all captive bred birds					
○ Proper labelling on the cages of other animals					
- Description					
- Number					
- Species					
- Scientific name					
- Common name					
- Breed					
• Weekly inventory of all animals					
• Safe and comfortable transport carriers for animals					
○ Shall not be used as permanent cages					
• Selling of wild animals					

PROHIBITED ACTS	4	3	2	1	Remarks/ Descriptions
• Transport of birds					
○ Shall not be tied on the legs and carried upside-down					
• Source of animals					
○ Shall not buy/sell stolen animals					
• Separation from veterinary clinics and hospitals					
• Turtles should not be stacked one on top of the other					
• Stuffed animals shall not be displayed/ sold in pet shops					
VETERINARY CARE	4	3	2	1	Remarks/ Descriptions
• Veterinary routine evaluation on all the animals					
• Veterinary health programs					
○ Vaccination					
○ Internal parasite/Deworming					
○ External parasite control					
• Disease, injury and pain management					
○ Treatment and medications					
○ Euthanasia protocol					
• Provision for Animal Emergency (Respiratory Distress, Sudden collapsed, Sudden death, etc.)					
BEHAVIORAL MANAGEMENT	4	3	2	1	Remarks/ Descriptions
• Facility and equipment to promote natural animal behaviour					
• Behaviour enrichment program					
• Behaviour observation log					
PERSONNEL QUALIFICATIONS AND RESPONSIBILITIES	4	3	2	1	Remarks/ Descriptions
• Veterinarian's training and seminars					
○ Animal welfare legislation and policies					
○ Written program for veterinary care					
• Other personnel's trainings and seminars					
○ Animal welfare legislation and policies					
• Record keeping					
• Training on animal handling, care and emergency procedures					
• Knowledge on all animals for sale/trade					
• Written duties and responsibilities of personnel					
○ Ensure physical, health, and behavioural needs are met in accordance with good practice and scientific knowledge					
○ Ensure facility is appropriate to nature, behaviour, size and must be					

kept in clean and sanitary condition at all times					
○ Regular assessment and monitoring of facilities					
○ Regular monitoring and maintenance of machines, equipments and instruments					

V. SUMMARY

DEFICIENCY CATEGORY	DEFICIENCY AND PLAN FOR CORRECTION	RESPONSIBLE PARTY	CORRECTION SCHEDULE/TIME FRAME	DATE COMPLETED

BAI/RAWO: _____

Facility Representatives: _____

Regional Animal Welfare Coordinator/
Regulatory Chief (For DA-RFOs): _____