

Animal Health 1981
Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 (as amended)

Licence for Authorised Quarantine Premises under Article 9 of the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974

Licence:

This licence is granted under article 9 of the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 to the operator of the quarantine premises detailed below.

The licence authorises the quarantine premises to be used for the detention and isolation in quarantine of the animal(s) detailed in Part 2.

The licence is valid from the date set out in Part 3 and is subject to the conditions in Schedule 1 and any additional conditions set out in Part 4.

Part 1 - Details of the quarantine premises ('the quarantine premises') and operator of those premises to whom this licence is granted

Name:

Address:

Postcode Telephone no (incl. national dialling code):

Fax number: Email address:

Part 2 - Details of the accommodation units and animals

Dogs
Number of Units authorised: Maximum permitted weight of dog:

Cats
Number of Units authorised:

Other Mammals:
(Specify type)
Number of Units authorised: Maximum permitted weight:

Part 3 - Licence valid from

This licence is valid from

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

until

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Part 4 - Additional licence conditions

(if none strike through):

Signature APHA, Centre for International Trade - Carlisle
Authorised by the Secretary of State and acting on behalf of the Scottish Ministers and the Welsh Government

Name in BLOCK LETTERS Date

DATA PROTECTION

For information on how we handle personal data please go to www.gov.uk and search Animal and Plant Health Agency Personal Information Charter.

Schedule 1 - Conditions

Background

The Secretary Of State for Environment, Food and Rural Affairs, the Scottish Ministers and the Welsh Government are required to authorise all premises used for the isolation and detention of any animal imported into Great Britain to which the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 applies (as amended). This is in accordance with article 9(2) of that Order.

The conditions in this Schedule lay down standard requirements for the design, construction, operation and management of a quarantine facility to ensure that full rabies security is maintained while imported animals are in quarantine.

The British Veterinary Association, RSPCA and the Feline Advisory Bureau can provide further guidance on animal welfare in quarantine, if required.

The Secretary of State, Scottish Ministers or Welsh Ministers may modify the conditions listed or impose additional conditions on individual premises of atypical design, in the light of special circumstances.

The Secretary of State, Scottish Ministers or Welsh Ministers have the power to withdraw a licence if the conditions of the licence are not being complied with.

Definitions and Interpretation

Throughout this Schedule of Conditions, the following definitions apply:

'animal' means an animal subject to the requirement to be isolated and detained in quarantine under the Rabies Order

'Animal and Plant Health Agency (APHA)' means the local APHA office to the premises

'operator' means the person authorised to operate the premises specified in Part 1 of this licence

'premises' means the authorised quarantine premises specified in Part 1 of the licence

'the Rabies Order' means the Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 (as amended)

'VS' means the veterinary superintendent who has been authorised by APHA to supervise the premises in accordance with article 9(2) of the Rabies Order.

A - General Conditions

1. The premises must be under the supervision of a VS who has been authorised by APHA to supervise the premises in accordance with article 9(2) of the Rabies Order.
2. The premises must offer a service to the general public.
3. The authorisation of a new quarantine premises will be subject to annual review for the first two years. Thereafter the authorisation of the premises will be reviewed biennially. Premises will be inspected quarterly and if satisfactory standards are not maintained authorisation may be withdrawn at any time by the Secretary of State.
4. The operator must obtain prior written consent from APHA before altering the design or structure of the premises.
5. The operator must ensure the premises are supervised 24 hours a day by a fully trained member of staff who is available to investigate or manage any disturbance or incident at the premises as soon as it occurs. At no time must the property be left unsupervised.

B - Layout and Design of Premises

General Layout

6. The premises must be designed, constructed and operated so that:
 - a) it has a minimum of five units
 - b) units should be constructed in self-contained groups so as to minimise the risk of disease spread and to aid security at the premises

- c) prominent signs are displayed at each entrance through the perimeter to indicate that the premises are approved quarantine premises and that unauthorised entry is prohibited
- d) no animal has contact with another animal (unless licensed to share a unit)
- e) every animal has direct access to an individual exercise run from the sleeping compartment or alternatively, in the case of cats, a sleeping compartment and exercise run combined. The use of common exercise runs is prohibited
- f) it is not possible for anybody to gain access to animals without the knowledge of kennel staff
- g) all unit doors required for the security of animals are fitted with devices of a type which make them escape-proof to animals. Doors and locks must be such that:
 - i. the animal cannot escape when the door is closed
 - ii. the door can be secured from the inside as well as from the outside, and
 - iii. if visitors are locked in they cannot unlock the door themselves.
- h) all entrances to a block or section of units have an outer door and an inner door forming a trap to prevent an animal escaping. The distance between these doors must be such that anything normally used in that block may be taken through the trap in such a way that there is always one door shut. The inner door, if solid, must have an escape-proof viewing panel in it. Both doors must open inwards and be completely self-closing and latching self-closing. The use of an office or other room as a trap is prohibited. Run end gates, if provided, must open into a trapped safety corridor. Whatever the design of the accommodation, there must be three doors between the animal in its unit and the area between the buildings and the perimeter fence. Untrapped fire exits, for use solely as escape routes in an emergency, are permitted. Such fire exits must be of a type approved by the Fire Prevention Officer and must be marked to indicate that they are fire exits for emergency use only and secured in such a manner that the door can only be opened in an emergency.
- i) wash hand basins with a supply of hot and cold running water are provided within the perimeter fence for the use of staff
- j) there is a veterinary examination and treatment room within the perimeter fence for use only for the treatment of animals in quarantine
- k) animal units provide a means of lighting sufficient to allow the proper disinfection and cleansing of units and the safe-handling and examination of animals at all times
- l) all parts of the premises are served by an efficient covered drainage system subject to the minimum requirements of local by-laws. It must be impossible for drainage, including surface drainage, to contaminate adjoining units or passageways. Drains must be rodent proof.

Perimeter Fence or Wall

- 7. The perimeter fence or wall must be designed and constructed to prevent:
 - a) the escape of animals in quarantine
 - b) the entry of non-quarantine animals into the premises
 - c) the unauthorised entry of persons.
- 8. To achieve this the perimeter fence or wall:
 - a) must be at least 1.8m (6ft high)
 - b) where it is less than 3m (10ft), must have securely fixed along the top a guard 0.6m (2ft) wide set at an inward and upward angle of 45°. As an alternative to the angled guard, the entire area between the perimeter fence and all buildings within the perimeter fence can be covered with escape-proof wire mesh.
- 9. Chain link may be used for the construction of the perimeter fence, including any angled guard, and wiring over to buildings or units within the perimeter.
- 10. Wire used in the construction of the perimeter fence must have a diameter not less than 2.00mm (14SWG) excluding any covering and a mesh size no greater than 5.00cms (2 inches).
- 11. There must be no more than two entrances through the perimeter fence. One must be large enough to allow the entry of a carrying agent's vehicle to unload animals within the perimeter fence behind locked gates. If there is a gate for pedestrian access only, it must be self-closing, self-locking and require a key to gain access from outside the perimeter.

12. Nothing which could provide a means of escape or entry for an animal must be allowed to overhang the perimeter.
13. The base of the perimeter fence must be secured against escape. Weld mesh or chain link must be firmly secured to or sunk into concrete or, if the ground is not concreted over, be secured by continuing the wire below ground to an adequate depth. Dependent upon the type of soil and the topography of the ground, the fence should in any event be continued below ground for at least 0.4m (18 inches).

Buildings

14. Buildings should not be closer than 2.4m (8ft) to the perimeter fence, unless prior written approval by APHA has been given, and must never be less than 1.2m (4ft) from the perimeter except when they form part of it.
15. Where buildings inside the quarantine premises are within 2.4m (8ft) of the perimeter fence, arrangements must be made to reduce the risk of escape from the roof of the building over the perimeter fence. Acceptable methods are the provision of an outward angled guard around the building or increasing the height of all parts of the perimeter fence which are within 2.4m (8ft) of the building to a minimum vertical height of 3m (10ft).
16. Buildings can form part of the perimeter fence but if they do:
 - a) the walls must be solidly constructed of brick or similar materials
 - b) it must be impossible for a quarantine animal to gain access to its roof
 - c) where the walls of the building are less than 3m (10ft) high it must be provided all round with a rigid fence angled outwards or other guard approved by APHA
 - d) where the wall of an animal unit forms part of the perimeter it must be windowless and without doors; and
 - e) in premises where cats are quarantined, either the entire area between the perimeter fence and any buildings within the perimeter fence must be wired over, or there must be a totally enclosed unloading area large enough to allow the entry of a carrying agents vehicle and the loading and unloading of crates within it behind locked gates (including runs and the safety corridor when run and gate are fitted).

Dog and Cat Units

17. All materials used must be of a type acceptable to APHA.
18. The interior surfaces of walls of sleeping compartments must be faced with a smooth, hard impervious material to a height of not less than 1.2m (4ft). When concrete or other building blocks are used they must be so treated as to meet this requirement.
19. Wood must not be used in the construction of walls, floors, partitions, door-frames or doors of new dog sleeping compartments. It may be used for supporting weld mesh in exercise runs. Where it has been used in existing sleeping compartments it must be faced with a durable, smooth, impervious material, other than paint, to a height of at least 1.2m (4ft).
20. Wood may be used in the construction of cat units. Where a cat unit has a sleeping compartment its inner surfaces must be smooth and impervious. Painted wooden surfaces are permitted in this instance.
21. Doors to units must be close fitting.
22. All windows which pose a security risk must be escape-proof at all times. Such windows must be protected by weld mesh or similar material, unless made of wire-reinforced glass, polycarbonate or other impact resistant material. Opening windows must additionally always be protected by weld mesh of suitable size and gauge.
23. Any raised sleeping benches or suitable beds must be made of a material that can be easily cleansed and disinfected. Any beds or benches which cannot be cleansed and disinfected must be destroyed by incineration at the end of quarantine.
24. Each unit must be clearly and permanently numbered. There must be provision for each unit to carry a notice giving details of the occupants.

Additional requirements for dog units

25. Walls of the sleeping compartment must extend from the floor to the roof and be of solid construction unless this is impracticable, in which case the wall must be at least 1.8m (6ft) high and the gap above partitioned with escape proof weld mesh with a wire diameter of not less than 2.0mm (14SWG), and a mesh size not exceeding 5.0 cm (2 inches).
26. The dividing partitions between adjoining exercise runs, which must be at least 1.8m (6 feet) high, should be built to the following specifications:

- a) for small and medium sized dogs - of smooth, hard impervious material for at least the first 0.4m (18 inches) of height; above that nose and paw-proof see-through material
 - b) for large dogs - of smooth, hard, impervious material for at least the first 0.6m (2ft) of height; above that nose and paw-proof see-through material.
27. Alternative arrangements which:
- a) prevent any contact between animals in adjacent compartments and runs and
 - b) prevent the passage of urine from one run to another, may be approved at the discretion of APHA.
28. The lower section of partitions between adjoining runs must be of solid construction and be capable of being cleaned and disinfected. If the upper section is made of wire it must comprise a double fence of weld mesh with a space between the two parts which will prevent animals in adjoining runs making contact with each other. The space must be not less than:
- a) 15cm (6 inch) where 5.0cm (2 inch) square mesh is used, or
 - b) 10cm (4 inch) where 2.5cm (1 inch) square mesh is used, or
 - c) a space of 10cm (4 inches) will be acceptable if 2.5cm (1 inch) wide rectangular mesh is used, is properly supported, and if the two skins of the mesh are staggered so that the holes in one skin do not fall opposite the holes of the other, or if the skins are fixed so that on one side the mesh holes are horizontal and on the other side they are vertical.
29. Weld mesh used in the construction of dog units must have a wire diameter of not less than 2.0mm (14SWG) excluding any covering.
30. Where the fence does not form a partition between adjoining runs, for example a run side or run end, it must be firmly secured to or sunk into a concrete base to render it escape proof.
31. Weld mesh fencing must be firmly fixed where it meets solid fences or walls. Other than for partitions, fences or walls under 3m (10ft) high must have securely fitted to the top a rigid weld mesh guard 0.6m (2ft) wide set at an inward and upward angle of 45°. Alternatively, the exercise must be roofed over completely and securely.
32. New exercise runs must have impervious floor surfaces that are capable of cleansing and disinfection.
33. Surfaces should be constructed and designed so as to avoid surface pooling of water and its associated general hygiene and air quality problems. In existing runs pea gravel to a minimum depth of at least 15cms (6 inches) is acceptable.
34. Grass surfaces must not be used for exercise runs.

Additional requirements for cat units

35. Cat blocks and cat units must be securely roofed. Where lightweight roofing materials, such as corrugated PVC, are used they must be securely under-wired with weld mesh.
36. Partitions between adjoining units must be of solid construction so that it is impossible for one cat to spit at another.
37. Any weld mesh used must have a wire diameter of not less than 1.6mm (16SWG) excluding any covering, and a mesh size not greater than 2.5cm (1 inch), or 5.0cm (2 inches) in service corridors and traps.

C - OPERATIONS

Site Access

38. The only persons allowed access to animals undergoing quarantine are:
 - a) the VS or his/her authorised deputy or deputies
 - b) the owner of the premises and members of his/her staff
 - c) an APHA Veterinarian
 - d) any person authorised by and assisting (a), (b) or (c) in their duties,
 - e) any person visiting a quarantined animal with the permission of the operator of the premises, and
 - f) any person employed by the emergency services, requiring access to the premises in the event of an emergency.

Site Operations

39. The premises must be maintained and operated as a completely separate part of the site from any other part where non-imported animals are kept (e.g. in boarding kennels).

40. Totally separate equipment, including separate kitchens and food preparation rooms must be provided within the premises' perimeter fence or wall to service only quarantine animals.
41. Operations must be so organised as to minimise the number of staff having duties to perform in both sections. The frequency of their movement between the quarantine and non-quarantine parts must be minimised.

Units

42. Units must be used only for housing the species of animals for which it has been authorised. Dog units must not be used to accommodate animals heavier than the respective maximum weight for which the units were approved.
43. Each unit must prominently display the following details of the occupant(s) on a notice:
 - a) a brief description of the animal including the owner's name
 - b) animal's name
 - c) import licence no.
 - d) country where previously resident and date of landing.
44. The sharing of animals in a single unit is permitted if:
 - a) the animals belong to the same owner
 - b) the animals enter quarantine at the same time, and
 - c) APHA has issued a sharing licence following a recommendation from the VS.
45. Not more than three animals may share a single unit, and dogs and cats will not be allowed to share together.
46. At all times there must be sufficient spare units available so that animals can be separated if necessary.

Arrival, Release and Movement of Animals

47. The operator must keep the VS fully informed of expected arrivals.
48. When an animal arrives at the premises, the operator must complete sections 1 to 3 on form Arrival and Release of a Pet Animal in Quarantine (ID98) and confirm:
 - a) the date on which the animal arrived
 - b) the country from which the animal has travelled, and
 - c) that the animal arrived in a secure container.
49. An animal must not be released from quarantine before the date confirmed by APHA on Confirmation of Release Date from Quarantine (Form ID55). The Department may extend the quarantine period at any time if:
 - a) an outbreak of rabies is suspected or confirmed in the quarantine premises, or
 - b) an animal with which it has been sharing becomes ill or dies near the end of the quarantine period.
50. Except in an emergency, an animal must not be moved from its unit without the prior permission of the VS. Records must be kept of all such movements and retained on the premises for 12 months from the date of release of the animal.
51. Whenever possible treatment must be carried out in individual units because of the danger of cross-infection and to avoid unnecessary movement. However, major treatment must be carried out in the veterinary treatment room.
52. When an animal is moved to and from the treatment room, full precautions must be taken to ensure security and to prevent transfer of infection to other animals.
53. The treatment room must only be used for the purpose of administering veterinary treatment. It must not be used for any other purpose including grooming, weighing, bathing, etc. unless prior authorisation is obtained by APHA and the VS.
54. Any movement of an animal from the premises must be authorised in advance by APHA.

Illness

55. The operator must inform the VS promptly if an animal shows signs of ill health, change of temperament, fretting or pining. It is the responsibility of the operator to keep owners adequately informed if their animals show signs of ill health.

Security - Perimeter Fence

56. Snow or other material or objects must not be allowed to accumulate or be placed against the perimeter wall or fence thereby lessening its effective height, or to accumulate on the wire guard so as to weaken it or bring it down.
57. A space adjacent to the perimeter, both inside and outside, must be kept free from vegetation to permit easy access on both sides of the fence for inspection purposes. Branches of trees must not be allowed to overhang the perimeter fence.
58. All entrances in the perimeter fence must remain locked except when access is required by authorised persons.

Security - Unloading

59. Dogs must be unloaded within the perimeter fence with the entrances locked, and whenever possible not be removed from their transit box until they are within their allotted unit.
60. Cats must be unloaded in a fully enclosed area (either in a wired-over premises or in a special unloading area) and behind locked gates. If the route from the enclosed unloading area is not totally enclosed, they must be double crated for removal to their allotted unit.
61. The operator must not accept an animal from a carrying agent's vehicle unless the animal can be securely unloaded.

Security – General

62. The operator or member of staff authorised to take charge in the operator's absence must notify the VS immediately if an animal escapes or is removed without authorisation.
63. All doors, locks, latches and self-closing mechanisms must be maintained in a good state of repair and be fully fastened at all times.
64. If for any exceptional reason the premises are left unattended they must be securely locked.
65. A careful watch must be kept on any animal which shows a tendency to gnaw wire. Particular attention must be paid to the maintenance of fencing both on individual runs and on perimeter fences, and any fencing defects must be immediately repaired.
66. Provision must be made for the protection and security of animals and personnel in case of fire or similar emergency. A fire contingency plan must be agreed between the Fire Prevention Officer, the VS and the operator.
67. Following a biting or scratching incident, the operator must:
 - a) ensure staff know they must consult their own doctor
 - b) notify the local Consultant in Community Disease Control (Community Medical Officer in Scotland), and
 - c) consider with APHA whether the circumstances warrant action to defer the animal's release if release is due within 15 days.

Visitors

68. Rules for visitors must be displayed at the reception point and at each entrance to the perimeter. A copy of the rules must also be issued to the owner of the animal at the time of acceptance of booking. The rules must, as a minimum, include the points covered in paragraphs 69 - 75 and 77.
69. Visits will only be allowed at the discretion of the operator and VS.
70. Visitors must report on arrival to a reception point and must not be able to gain access to the quarantine area without permission of the operator or a nominated member of his/her staff; by whom the visitor must be accompanied.
71. A book must be provided in which visitors' names, addresses and dates of visits must be recorded. There should be space for visitors to record any comments they may have. The book must be made available for inspection at all reasonable times by an officer of APHA or a local authority inspector.
72. All visitors must be attended throughout the visit by the operator or a member of his/her staff, except when the visitor has agreed to be locked in with the animal which they are visiting. The block in which a visitor is locked into a unit must be attended at all times. If a visitor is locked in, they must be given a means of summoning attention in an emergency such as a whistle or a bell. All visitors must be escorted off the premises after the visit.

73. An owner or any person visiting on behalf of the owner must not be allowed to contact any animals on the premises other than the ones he/she owns or is responsible for.
74. Visitors may not see their pets except within the allotted unit occupied by that animal.
75. A careful check must be kept to ensure that no animals are smuggled into or out of the premises. In particular, visitors should not be allowed to take bags or holdalls into the premises without the express permission of the operator or a member of his/her staff.

Hygiene

76. Outer clothing and footwear, worn by quarantine kennel staff and the VS must be kept clean and must be changed or disinfected before they leave the quarantine premises.
77. All visitors and kennel staff must cleanse their hands when leaving the quarantine premises. If there is no facility to change footwear at the perimeter, then footwear must be disinfected by all those leaving the quarantine premises. A footbath/disinfectant mat must be employed and the disinfectant to be used will be as specified by the VS. Pet owners must be advised to wear disposable outer clothing or launder their outer clothing before they have contact with any other animals.
78. Post mortem examinations must be conducted by the VS and only essential staff may be present. They must wear protective clothing, i.e. boots, waterproof outer clothing, gloves, mask, goggles and head covering. This clothing must be cleaned and disinfected unless of a disposable nature, in which case it must be destroyed by incineration immediately after use.
79. The whole of the premises must be kept in a clean, tidy and hygienic condition and action must be taken to control vermin.

General Disinfection

80. Areas to be disinfected must be thoroughly cleaned before disinfection takes place, and the disinfectant to be used must be specified by the VS.
81. Crates in which animals have been delivered must not be stored outside the quarantine area or handed over to any person until they have been thoroughly cleansed and disinfected with a disinfectant specified by the VS. The rabies label must be removed before the crate is relinquished or reused.

Beds, Bedding and other Articles

82. Bedding (e.g. blankets and cushions) must be kept in a clean, dry and hygienic condition. Bedding must not be transferred between animals or re-used without first having been cleansed and disinfected. If this is not possible it must be destroyed by incineration immediately after use.
83. Beds and sleeping benches must be cleansed and disinfected once the unit has been vacated, and if badly damaged they must be replaced.
84. A dog or cat must not be allowed to come into contact with any articles, including toys, used on or by other quarantine animals unless such articles have first been thoroughly cleansed and disinfected. All articles, including bedding must also be thoroughly cleansed and disinfected before being taken out of the premises during the quarantine period. If they are of no further use elsewhere or cannot be cleansed and disinfected, articles must be incinerated.
85. Articles and toys in use by an animal at the time of its release may be removed untreated by the animal's owner at the same time.

Food Preparation Rooms/Kitchens and Utensils

86. Food preparation rooms and kitchens must be disinfected daily and kept in a clean and hygienic condition at all times.
87. Food and drinking bowls and any other utensils used by an animal in quarantine must be kept in good condition, and be made of a material that can be cleansed and disinfected. They must not be transferred between animals without first having been cleansed and disinfected.
88. In order to discourage rodents, uneaten food must not be left in an animal's unit after feeding time.

89. Fixed automatic water bowls must be kept in a hygienic condition.

Brushes, Shovels etc

90. Brushes, shovels and other tools must be kept in a hygienic condition and used solely in the quarantine premises.

Waste Disposal

91. Premises must have the use of an incinerator, or some other means accepted as satisfactory by APHA, for the disposal of carcasses, faeces, clippings, uneaten food and other waste from the premises. Where possible the incinerator should be within the perimeter fence, and enclosed. Where the incinerator is outside the perimeter fence it must have its own lockable fence to perimeter fence standard and be inaccessible to animals.

92. All waste must be carried to the incinerator in leak-proof sealed containers.

93. Any meat or meat product which is in the crate of an imported animal when it arrives in quarantine must be destroyed by incineration, to avoid the risk of introducing exotic animal diseases.

Staff

94. All staff employed at the premises must be trained to the satisfaction of the VS on the dangers of rabies, the precautions designed to prevent cross-infection, escape and unauthorised entry, and the obligation to report any escape incidents to the operator immediately.

95. Staff must be advised about the Department of Health's offer to provide a pre-exposure rabies vaccination which is available free of charge.

96. All staff employed at the premises must be familiar with conditions set out in this Schedule.

Records

97. A case history must be kept of each animal in quarantine which includes:

- a) a detailed description of the animal
- b) a record of the country where previously resident
- c) date of landing
- d) entry into quarantine
- e) movement of animal into and out of units
- f) movement of animal from premises
- g) incidents in which staff or visitors are bitten or scratched
- h) any veterinary treatment administered whilst in quarantine (including batch number of vaccines), illnesses and other incidents concerning the animal.

98. Such records must be retained on the premises for 12 months from the date of release of the animal and must be produced at all reasonable times on demand to an APHA inspector or the local authority or a constable.

IMPORTANT

Please note the total number of approved units. This should not be altered in any way without prior consent of the Department.

**Animal and Plant Agency
Centre for International Trade - Carlisle
Eden Bridge House
Lowther Street
Carlisle
CA3 8DX
Tel: 03000 200 301
Fax: 0208 0260 498**

Schedule 2

[Insert Plan of Quarantine Facility]

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.

HM3 Stamp	Name:		Date Received:		WS ID:	
------------------	-------	--	----------------	--	--------	--