

DOGS & CATS	Each research facility must make, keep, and maintain records or forms for all live dogs and cats which disclose required information on acquisitions, dispositions, births, and deaths. [2.35]
Criteria:	<p>Records must be kept on live dogs/cats which are: [2.35(b) & (c)]</p> <ul style="list-style-type: none"> • purchased or otherwise acquired such as donations • owned • held • in the research facility's possession or control • transported • euthanized • sold or otherwise disposed of • offspring born of any dog/cat in the research facility's possession or control
Acquisition	<p>The record of acquisition for each live dog and cat must contain the following information:</p> <ul style="list-style-type: none"> • name and complete address of the seller or donor [2.35(b)(1)] • USDA license or registration number if seller/donor is USDA licensed or registered [2.35(b)(2)] • vehicle license number and driver's license number and State of issuance of each if seller/donor is not USDA licensed or registered [2.35(b)(3)] (see next page) • date animal was acquired through: [2.35(b)(4)] <ul style="list-style-type: none"> ▶ birth ▶ purchase ▶ donation ▶ transfer ▶ breeding loan ▶ exchange • official USDA tag, tattoo, or microchip number, if applicable [2.35(b)(5)] NOTE: If the microchip is located in a different location from where the research facility places its microchips, the location of the microchip must be noted in the animal's record. • any identification number or mark assigned to the dog or cat by the research facility [2.35(b)(7)]

	<ul style="list-style-type: none"> • a description of each animal [2.35(b)(6)] • the species and breed or type [2.35(b)(6)(i)] • the sex [2.35(b)(6)(ii)] • date of birth or approximate age [2.35(b)(6)(iii)] • the color and any distinctive markings [2.35(b)(6)(iv)] <p>If the vehicle license number and driver's license number cannot be obtained, the record must contain:</p> <ul style="list-style-type: none"> • an acceptable reason for not obtaining this information, and • at least two of the following: <ul style="list-style-type: none"> ▶ social security number ▶ phone number ▶ directions to the premises of the seller/donor ▶ official identification card number <p>Records of acquisition may be kept and maintained on: [2.35(d)(1)]</p> <ul style="list-style-type: none"> • APHIS Form 7005-Record of Acquisition and Dogs and Cats on Hand (see page 14.2.4), and • APHIS Form 7001-The USDA Interstate and International Certificate of Health Examination for Small Animals (see page 13.4.3)
Disposition	<p>The record of disposition for each live dog and cat must contain the following information:</p> <ul style="list-style-type: none"> • name and complete address of the buyer or person to whom the animal was transported to or given [2.35(c)(1)] • date animal was disposed of through: [2.35(c)(2)] <ul style="list-style-type: none"> ▶ death, including euthanasia ▶ sale ▶ donation ▶ transfer ▶ breeding loan ▶ exchange • the method of transportation, if applicable, including: [2.35(c)(3)] <ul style="list-style-type: none"> ▶ name of the initial carrier or intermediate handler, or ▶ name of the owner of the privately owned vehicle

All Records

Records of disposition may be kept and maintained on: [2.35(d)(2)]

- APHIS Form 7006 - Record of Disposition of Dogs and Cats (see page 14.2.6), and
- APHIS Form 7001-The USDA Interstate and International Certificate of Health Examination for Small Animals (see page 13.4.3)

A copy of the record containing all the required acquisition and disposition information must: [2.35(e)]

- be kept by the research facility
- accompany each shipment of a live dog/cat
- given to the receiver of each animal

NOTE: Record accompanying the shipment or given to the receiver does not have to contain the source and date of acquisition of the dog/cat, except as required for random source dogs and cats.

Records must be held for 3 years after an animal is disposed of or euthanized. [2.35(f)]

Records must be kept and maintained for more than 3 years if: [2.35(f)]

- necessary to comply with any applicable Federal, State, or local law
- the APHIS Administrator notifies the research facility, in writing, that specified records must be retained pending completion of an investigation or proceeding.

NOTE: The APHIS Administrator will inform the research facility, in writing, when the records may be disposed of.

Records must be available for inspection and copying by: [2.35(f)]

- any APHIS official
- any Federal funding agency representative

APHIS inspectors will:

- maintain the confidentiality of the information
- not remove the records from the research facility's premises
UNLESS:
 - ▶ there has been an alleged violation

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| | <ul style="list-style-type: none">▶ the records are needed to investigate a possible violation▶ the records are needed for enforcement purposes |
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