



ANIMAL RESCUE SHELTER ADOPTION POLICY AND PROCEDURE

1.0 PURPOSE

The purpose of this policy is to ensure an animal(s) adopted from the Department of Agriculture Animal Rescue Shelter or pound is placed in a permanent home with responsible owners.

2.0 APPLICABILITY

The Adoption Policy applies to authorized Department of Agriculture employees and potential adopters.

3.0 DEFINITION

Adoption Agreement: A form provided by the Department of Agriculture completed and signed by the Potential Adopter for the payment of an adopted animal.

Adoption Contract: A form provided by the Department of Agriculture completed and signed by a person who is considering adopting an animal(s) from the Department of Agriculture.

Foster Agreement: A form provided by the Department of Agriculture signed by the Potential Adopter for the fostering of an animal for a period of not more than a week.

Medically-Not-Adoptable: Any animals determined by the Veterinary Staff of the Department of Agriculture that are ill and are in need of medical treatment that requires skill or prolonged care, including females at full term pregnancy or nursing.

Nursling: Any dog or cat below the age of eight weeks old; any kitten under two pounds of weight; animals from other species unable to nourish themselves when food is provided.

Potential Adopter: a person who has completed an Adoption Contract and fulfills the requirements for adopting an animal.

Prohibited Dog: any dog which is classed as a Prohibited Dog in accordance with the Prohibited Dog Regulations (2004)

4.0 POLICY

4.1 Dogs which have been at the Animal Rescue Shelter 8 or more days and identified as adoptable by the Senior Animal Health and Welfare Officer or his designee.

4.2 Other animals will be considered for adoption on a case by case basis.

4.3 Dogs will be identified as adoptable by:

- Being bright and alert
- Exhibiting friendliness
- Non presence of deleterious skin conditions or other obvious health conditions
- Non aggressive to people or other dogs
- Not listed as a Prohibited breed as described in accordance with the Prohibited Dog Regulations (2004)

4.4 The Animal Rescue Shelter will be open to the public for the viewing of animals from 12:00pm-1:00pm and 3:30pm-4:30pm Monday thru Friday (excluding Public Holidays). Potential Adopters can use these time periods to acquaint themselves with an animal.

4.5 Adopted animals must be spayed or neutered; the Department of Agriculture will arrange the appointment for the selected animal (s) spay/neuter surgery. Exceptions may be made for nursing animals or animals in which spay/neuter is not necessary.

4.6 Adopted animals will be identified with a microchip and in the case of dogs, additionally with a required dog license tag.

4.7 Persons interested in adopting an animal must complete an adoption contract and fulfill the Potential Adopter Requirements in order to be eligible to adopt an animal.

4.8 After fulfilling the Potential Adopter Requirements and completing an adoption contract, a Potential Adopter may choose to foster the animal for a period of not more than one week, to ensure the animal is suitable for their lifestyle.

4.9 The Department of Agriculture does not offer any claim to the health of the animal, nor any guarantees to the health of the animal and is not responsible for any pre-existing condition involving the animal. The Potential Adopter accepts the animal 'as is' and all the risks associated with ownership of the animal and any and all further financial obligations.

4.10 Following the signing of the Adoption contract, the Department of Agriculture reserves the right to exercise home or premises visits (potential adopted animal's location) prior to the adoption of any animal and after the adoption of an animal for the purposes of determining the quality of care for the animal(s).

4.11 All adoptions must be pre-approved by the Senior Animal Health and Welfare Officer or his designate.

4.12 The Department of Agriculture reserves the right to deny an adoption if they feel it is in the best interest of the animal or the Potential Adopter.

4.13 If the adopted animal is not being cared for in accordance to the Five Freedoms and the Animals Law (2011), the animal may be seized without compensation.

4.14 The Department of Agriculture will accept the return of the animal if the adopter is unable to continue care for the animal. Adoption fees are non-refundable.

5.0 Potential Adopter Requirements

5.1 Must be at least 18 years of age and present a valid photo ID.

5.2 Must not have a history of animal abuse and neglect.

5.3 Must not have a history of their animal(s) being captured as strays with the Department of Agriculture.

5.4 Must agree to the Adoption Contract and Policy.

5.5 Must agree to abide by the Animals Law (2011 Revision) and other relevant local laws.

5.6 Must take the animal for a Veterinary examination and ensure animal receives necessary vaccinations and administers routine internal and external parasite control.

5.7 Must agree that the animal adopted is to be a companion animal only and not used for any other reason including fighting, sold for profit and for food consumption (excluding chickens and rabbits for food consumption).

5.8 Fulfill the requirements of the Five Freedoms and the Animals Law (2011 Revision) in the caring and keeping of an animal as outlined in the Adoption Contract.

6.0 PROCEDURE

6.1 The Animal Rescue Shelter will be open to the public between the hours of 12:00pm-1:00pm and 3:30pm-4:30pm Mondays thru Fridays, excluding Public Holidays.

6.2 Adoptable animals will be identified by the Senior Animal Health and Welfare Officer or his designate.

6.3 Persons interested in adopting an animal will complete an adoption contract and agree to the requirements. Advice will be given in the care and keeping of animals to achieve compliance.

6.4 A selected animal will be placed on a **'hold'** status until a home visit is conducted.

6.5 The Senior Animal Health and Welfare Officer or his designate will conduct a home visit to ensure the requirements for the care of the animal are met.

6.6 Upon meeting the criteria of the Adoption Contract, the Potential Adopter will have three working days to pay the prescribed fees and collect the animal from the Animal Rescue Shelter. After three working days, the **'hold'** status will be discontinued.

6.7 The Potential Adopter can choose to foster the animal for a period of not more than one week to ensure the animal is suitable for their lifestyle.

6.8 The Senior Animal Health and Welfare Officer or his designee may conduct a follow up visit to the premises to ensure the animal is being cared for in the prescribed manner.

6.9 Animals not cared for in accordance to the Five Freedoms and the Animals Law (2011) may be seized without compensation. If the gravity of the offence is severe the person may be liable to prosecution.

7.0 Effective Date

This policy shall be in effect from February 1, 2013. This policy shall remain in effect as written unless amended or revised in writing.

Authorisation

Adrian R. Estwick
Director
Department of Agriculture