

SCHEDULE OF CONDITIONS ATTACHED TO PET ANIMALS LICENCE

Condition 1 - Accommodation

Animals shall at all times be kept in accommodation suitable with respect to construction, size, temperature, lighting, ventilation and cleanliness.

- a) Animals must not be exposed to draughts and must be kept in an environment suitable to the species.
- b) Housing must be constructed of nonporous materials or be appropriately treated.
- c) When designing accommodation consideration should be given to using systems which would allow removal of animals in case of emergency. This provision would not normally apply to aquariums and ponds.
- d) Accommodation will be considered suitable if the following is implemented:-
 - i) Rats and mice shall be housed in metal or glass cages, wood and plastic must be avoided. The mesh must be small enough to prevent the escape of young (one wire/cm for mice, one wire/1.5cm for rats). Bedding must be provided; wood shavings and paper nesting material is preferable.
 - ii) Hamsters shall be housed in glass tanks. A deep layer of shavings and a secluded next box should be provided. Paper or hay should be used for nesting, cotton wool must be avoided.
 - iii) Gerbils shall be housed in a glass or plastic tank with a close fitting wire mesh lid or plastic or glass cover. This should be half filled with sawdust or shavings, sand is to be avoided. Nest material and wood to gnaw should be provided. The tank should be kept out of direct sunlight to prevent over-heating.
 - iv) Guinea pigs shall be housed in hutches. Hutches preferably should have two compartments; one which is mesh fronted and one solid fronted to provide a nesting area. Wood shavings and hay or straw should be provided as bedding. An exercise area should be attached to the hutch.
 - v) Chinchillas shall be housed in all wire cages. A nest box must be provided as should plenty of branches to gnaw. Facilities must be provided to ensure that a daily dust bath is available.
 - vi) Chipmunks shall be housed in large cages. If kept in small cages stereotypic behaviour will be exhibited. Next boxes and a soil, sand or bark chipping floor shall be provided. The enclosure should be located in a quiet place as chipmunks are nervous animals and may become stressed by frequent disruption.

- vii) Rabbits shall be housed in hutches which are at least large enough to allow the animal to stretch out fully and stand upright on its hind legs. A separate solid fronted nesting area and a mesh fronted living area should be provided. Bedding of wood shavings and hay or straw shall be provided. The hutch should be raised off the floor. The hutch should be placed within an enclosure or a run provided. Adequate precautions must be taken to prevent escape by burrowing. Rabbits are social animals and should never be kept singly, unless the animals behaviour requires it.
- viii) Ferrets shall be housed in a hutch. Direct sun should be avoided to prevent heat stress. Wood shavings and straw are suitable materials for bedding. Litter trays should be provided. Large secure exercise areas should be regularly available.
- iv) Reptiles must not be kept unless an employee has a recognised qualification in exotic pet care.

Advice must be sought from the Local Authority as to the type of accommodation to be provided.

- x) Passerines (eg. canaries, finches and mynahs) must be kept in cages which are as large as possible. Minimum dimensions must allow full extension of the wings, and the tail should be clear of the floor when perching. Perches of different heights, diameters and materials should be provided. At least two perches must be available. Avoid sand covered perches to prevent predisposition to food problems, natural branches are preferred. Cages should be placed well above ground level preferably at human head height. Shallow (1cm) water bowls for bathing should be provided early in the day.
- xi) Psittacines (eg. budgerigars, cockatiels, lovebirds, parakeets, cockatoos, conures, lorries, parrots and macaws) must be kept in cages large enough to allow the bird to beat it's outstretched wings and to have it's tail clear of the floor and head clear of the top of the cage when perching. At least two perches, of differing sizes, should be provided. Any deciduous tree branches eg. fruit trees or willow are ideal. The cage should be situated at or above human head height, away from strong sunlight and excessive draughts. Avoid sand covered perches. A bath in the form of a shallow dish or daily misting should be provided.
- xii) Arthropods should be kept in a plastic or glass vivarium with a tight fitting perforated lid. Specific requirements vary depending on the natural habitat of the animal. Heating should be provided by a heat mat covering a half to two thirds of the tank floor, or by a light bulb. The bulb must be protected so that the animal cannot burn itself. A 15 to 25 watt light bulb is suitable, a thermometer and thermostat should be used. A temperature gradient should be provided. The correct humidity must be maintained and should be measured with a hygrometer. Dishes/bowls of water are not a suitable means of increasing humidity as drowning occurs. A humidity chamber can be provided by placing moist vermiculite or sphagnum moss within a small container in the vivarium. Locusts and crickets should be kept at 26-29°C with low humidity.
- xiii) Freshwater aquarium fish shall be kept in a tank sited away from heaters, draughts and direct sunlight. The tank should be near a power source. A firm level base must be provided and consideration should be given to the height of the tank when full. The larger the tank the better but the most important factor is to provide a large surface area to allow sufficient oxygenation. All plastic or stainless steel with glass are the best types of tank. Cold water fish require an average temperature of 15°C (60F).

For tanks that are not artificially aerated, the rule for stocking density is 24 square inches of surface to every inch of fish (75 cm² surface area for each 2.5 cm of fish). This can be increased up to a point if aeration is provided.

Tropical fish require a heater and thermostat. A 100 watt heater is adequate for a 24 inch tank (5-10 watts per gallon). These should be submerged to the rear of the tank in the middle of the tank to provide even heating. The optimum temperature range for the most tropical species is 23-29°C (73-85F). A separate thermometer should be used to monitor the water temperature.

Lighting should be provided. Lighting designed for Aquariums should be used. Light should enter the tank from the surface only. Shelter should be provided eg. plants. Fish need dark periods in order to rest and a 12 hour light/dark cycle is adequate (at least 9 hours light is necessary) white fluorescent strip lighting is the best and the required wattage can be calculated by:-

$$\frac{\text{length of tank in inches} \times 30}{\text{illumination time in hours}} = \text{required wattage}$$

If incandescent light bulbs are used the clear type should be chosen and the wattage divided between two bulbs placed at each end of the tank hood.

- e) All cages should be sited so that the floor of the cage is readily visible.
- f) All livestock, for sale, must be readily accessible and easy to inspect.
- g) Accommodation must be cleaned as often as necessary to maintain good hygiene standards, consistent with the rate of stock turnover. A suitable cleaning agent must be used. A list of suitable cleaning products and the minimum cleaning frequencies are given below:-
 - i) Suitable cleaning products include:-
 - Virkon Professional
 - Oxykill
 - Vetaclean
 - Vetaclean Parvo
 - Quintacare
 - Vetcide 2000
 - Any other cleaning product approved by the Local Authority
 - ii) Rats, mice and rabbits should be cleaned at least two or three times a week.
 - iii) Hamsters should be cleaned at least two or three times a week. Remove perishable items from the nest box on a regular basis.
 - iv) The cage bottom coverings of Passerines and Psittacines should be cleaned daily. The whole cage should be cleaned and thoroughly disinfected at least once a week.
 - v) Remove detritus from aquariums daily.
 - vi) Kitten enclosures require continual cleaning throughout the day and should be thoroughly disinfected at least daily.
 - vii) All food and water containers should be cleaned daily.
- h) Accessories suitable for the species must be provided to increase the range of behavioural opportunities. The following regarding suitable accessories should be implemented:-
 - i) For rats and mice provide branches, tubes, ladders and exercise wheels (solid rather than open to prevent tail injuries).
 - ii) For hamsters provide solid exercise wheels, climbing bars and wood to gnaw. This is important as hamsters require a lot of exercise.

- iii) For gerbils provide wood, toilet rolls and other cardboard to gnaw.
 - iv) For chinchillas provide plenty of branches to gnaw.
 - v) For chipmunks provide branches, pipes and rocks.
 - vi) Passerines require suitable toys.
 - vii) Psittacines are highly intelligent, inquisitive and social birds which require a lot of attention. Toys should be provided.
- i) Exercise facilities must be available where appropriate.
 - j) Where dangerous animals are kept, the cages must be of secure construction appropriate to the species. A fine wire mesh, glass or plastic safety barrier must be incorporated into the cage system.

Note

Where natural branches are provided, care must be taken to ensure that they are not treated in any way which would be harmful.

Condition 2 - Stocking Numbers and Densities

The maximum number of animals to be stocked on the premises will be governed by the accommodation available, as defined by the stocking density lists detailed in the attached schedules.

- a) Schedule 1 - Caged birds
- b) Schedule 2 - Small mammals
- c) Schedule 3 - Ornamental fish
- d) Schedule 4 - Other species

SCHEDULE 1 - Stocking Densities - Caged Birds

	Length	Floor Area (Sq cm)	
		Single	Each Additional
Parrots, Parakeets, Budgerigar, etc			
African Grey		1250	625
Amazon	Up to 35	1000	500
	35-40	1250	625
	Over 40	2000	750
Budgerigar		650	200
Cockatiel		1000	250
Cockatoo	Up to 35	1250	625
	35-40	2000	1000
	Over 40	2750	1325
Lovebird		750	200
Macaw	Up to 40	1250	625
	40-60	2250	1000
	Over 60	3750	1200

Parakeet (including Conure, Kakariki, Rosella)	Up to 25	1000	250
	23-35	1000	250
	Over 35	1400	450
Parrot (including Caique, Pronus, Senegal Meyers)	Up to 30	800	275
	30-35	1250	625
	Over 35	1500	750
Parrotlet		400	200
Hanging Parrot		450	250
Lories and Lorikeets	Up to 22.5	800	250
	22.5 - 30	1250	375
	Over 30	2000	500

Seed eaters

	Length	Floor Area (Sq cm) Single	Each Additional
Canary		650	250
Cardinal		1000	250
Dove and Pigeon	Up to 22.5	450	250
	Over 22.5	1250	625
Finch (including a Mannikin, Silver Bill, Sparrow, Waxbill)	Up to 12.5	650	100
	12.5 - 17.5	750	150
	Over 17.5	1000	200
Grossbeak		1000	200
Quail	Up to 15	450	250
	15 - 20	650	375
	Over 20	1000	500
Weaver	Up to 15	650	150
	Over 15	1000	200
Whydah (Male with Full Tail)	Up to 40	1000	200
	Over 40	2000	275

Female and Males in non-breeding plumage - As Weaver

Softbills

	Length	Floor Area (Sq cm) Single	Each Additional
Barbet	Up to 20	1250	275
	Over 20	1400	450
Bulbill, Fruitsucker		1000	250
Fairy Bluebird, Oriole		1250	250
Jay, Jay Thrush (Laughing Thrush)	Up to 25	1500	250
	25-35	2000	500

Magpie	Over 35	4000	1000
Mynah		1500	250
Pekin Robin, Mesia		1000	200
Starling (including Small Mynahs)	Up to 20	1500	375
	Over 20	1000	250
Tanager, Sugar Bird	Up to 15	1000	250
	Over 15	1000	250
Thrush (including Shama)		1000	250
Toucan		3750	1000
Toucanette, Aracari		2000	625
Touraco		2000	625
Zosterops		750	100

Minimum floor areas apply to young stock. For adult stock offered for sale, the dimensions should be doubled. For advice on the age of stock, it is advisable to contact the veterinary surgeon.

NB. All birds should be housed in accommodation which allows the full extension of beating wings and the tail to be clear of the floor when perching.

SCHEDULE 2 - Stocking Densities - Small Mammals

	Number of Animals	1-4	5	6	7	8	9	10	Minimum cage height	Minimum cage depth
Mice, hamsters, gerbils	sq.cm	450	525	600	675	750	825	900	25	25
Rats	sq.cm	675	785	900	1010	1125	1235	1350	30	30
Guinea Pigs	sq.cm	1350	1570	1800	2020	2250	2470	2700	30	30
Rabbits up to 2kg, kittens, ferrets, chinchillas, chipmunks	sq.cm	2250	2625	3000	3375	3750	4125	4500	40	30

Note

Raised shelving should be taken into consideration when assessing the total floor area. Temporary (up to six days) housing of adult rabbits in smaller cages will be considered acceptable.

SCHEDULE 3 - Stocking Densities - Ornamental Fish

It is virtually impossible to determine the quantity of fish to be kept in a tank purely on weight/volume or numbers of fish/volume.

The variation in system design, husbandry techniques and type of fish involved would render any such method too simple to be useful or too complicated to be practical.

The maintenance of water quality standards is essential and is a simple but effective way to determine stocking densities. Water quality testing should be carried out at least once a week in centralised systems and 10% of individual tanks should likewise be tested. Unsatisfactory test results must be recorded in a register together with the corrective action taken. Further tests must be carried out when visual inspection of the tanks indicates the need.

WATER QUALITY CRITERIA

Note

1mg/litre - 1ppm

Cold Water Fish

- Dissolved Oxygen min 6mg/l
- Free Ammonia max 0.02mg/l
 - Nitrite max 0.2mg/l
 - Nitrate max 50mg/l Above Ambient Tap Water

Tropical Species

- Dissolved Oxygen min 6.0mg/l
- Free Ammonia max 0.02mg/l
 - Nitrite max 0.2mg/l
 - Nitrate max 50mg/l Above ambient tap water

Tropical Marine Species

- Dissolved Oxygen min 5.5mg/l (never lower than 4.0mg/l)
- Free Ammonia max 0.01mg/l
 - Nitrite max 0.125mg/l
 - Nitrate max 100mg/l

pH (Tropical Marine Only) min 8.1

These parameters should be checked first. Only if a problem exists with these test is it necessary to check Nitrite and Nitrate levels.

SCHEDULE 4 - Stocking Densities - Other Species

Accommodation must be provided appropriate to size, age and type of species and, to avoid overcrowding. There should be sufficient space for free and natural movement which should not be restricted by either the size of the accommodation or the number of animals in that holding. The correct temperature for the species must be maintained. The accommodation provided must be to the satisfaction of the Local Authority.

Notes regarding Stocking Densities

The above stocking densities should be considered as the minimum. In all cases animals should be housed in cages which are as large as possible and any additional requirements contained within Condition 1 shall be implemented.

Condition 3 - Tiered Cages

Where animals are kept in cages, hutches, boxes or other receptacles which are placed on top of other cages, hutches, boxes or receptacles, effective means should be provided for preventing water, food or droppings etc falling onto or contaminating the animals' food or other surroundings which are underneath.

Condition 4 - Interference

No animal shall be displayed in a cage, hutch, box or other receptacle in such a position that it can be interfered with by other animals or unauthorised persons.

- a) This condition is to prevent the positioning of animals in a pet shop where they can be handled by members of the public and children and also to prevent interference from other animals.
- b) The proprietor should be aware that individuals of many species will not mix readily in small areas. This particularly applies to carnivores.
- c) Carnivorous or omnivorous species should not be put in cages close to animals which might form a part of their normal prey in the wild state.

Condition 5 - Outside Display

Animals shall not be displayed for sale outside the premises.

Condition 6 - Exhibition Animals

No animal shall be kept solely for exhibition. (This does not preclude a trader from keeping a personal or family pet on the premises during business hours).

Condition 7 - Cleanliness and Repair

The floors, walls, ceilings, doors, fittings and all parts of the premises within, outwith and including forecourts, yards etc, shall be kept clean, orderly and in good state of repair to the satisfaction of the Local Authority.

Condition 8 - Unweaned Animals

No mammal shall be sold unweaned or if weaned at an age at which it should not have been weaned.

- a) Kittens must not be sold until they are at least 6 weeks old. However it is recommended that they are at least 9 weeks old before being offered for sale.
- b) In the case of non-mammals, they must be capable of feeding themselves.

Condition 9 - Food and Drink

Animals should be adequately supplied with suitable food and drink and shall be visited at suitable intervals.

- a) All livestock must be attended to at regular intervals, appropriate to their species. In no circumstances will this be less than daily.
- b) Animals must be supplied with adequate amounts of food and drink, appropriate to their needs, and at suitable intervals.

- c) All food must be suitable for the species concerned.
- i) Rats and mice are omnivorous opportunists. They should be fed a commercial rodent mix supplemented with fruit and vegetables. Water should be kept in water bottles.
 - ii) Hamsters should be fed on a commercial rodent mix supplemented with fruit, vegetables and nuts. They prefer to eat from the cage floor rather than a bowl. Water should be kept in water bottles.
 - iii) Gerbils should be fed on a commercial rodent mix supplemented with fresh fruit and vegetables. Water should be kept in water bottles.
 - iv) Guinea Pigs have an absolute dietary requirement for Vitamin C. They need 10mg/kg per day, rising to 30mg/kg when gestating. Commercial feeds are often supplemented with Vitamin C but the shelf life is short and therefore cool, dark storage conditions must be provided and good stock rotation implemented. Feed on a commercial mix well supplemented with good quality hay and a variety of green foods eg. groundsel, fresh grass, dandelion, cow parsley, broccoli etc. Enough roughage/fibre must be provided in the form of hay or they may start to chew each other's hair. Water should be kept in water bottles.
 - v) Chipmunks are omnivorous and will eat seeds, grass, nuts, eggs, fruit, vegetables and insects. Pregnant or lactating females should be given supplementary protein eg. cooked chicken.
 - vi) Rabbits are grazing herbivores and should be fed on commercial rabbit mix or pellets supplemented with good quality hay and green foods eg. dandelion, groundsel, chickweed, grass, root vegetables. Brown bread can also be offered. Avoid sudden changes in diet as this may lead to diarrhoea. Selective feeding should be discouraged.
 - vii) Ferrets should be fed on an approved ferret food.
 - viii) Passerines should be provided with appropriately sized seed ie millet, canary seed, rape seed and hemp. Grit must be available at all times to ensure proper functioning of the gizzard. Grit must be of the appropriate size and consist of both soluble (oyster, egg shell) and insoluble (quartz, igneous stone) components. Variety is essential and at least six different food items should be offered daily. As well as many different seed varieties as possible, green food (eg. lettuce, watercress, alfalfa, chickweed, dandelion, parsley), vegetables and fruit should be offered. Insectivores such as mynahs need live food (eg. mealworms, crickets and fruit flies). Commercial insectile preparations are available. Frugivorous birds and nectar feeders (eg. toucans, sunbirds and humming birds) need a variety of ripe fruit and/or syrupy liquids (eg. evaporated milk and honey with added vitamins and a little animal protein). Birds are conservative feeders and therefore change in diet must be introduced gradually.
 - ix) Psittacines require as varied a diet as possible. They are very fussy and conservative eaters so it is important to mix different food items in one bowl to minimise preferential selection of one item eg. sunflower seeds or peanuts. These high fat seeds are nutritionally unbalanced and eating only these items can lead to serious nutritional disease (eg. hypovitaminosis A and metabolic bone disease). They should be fed several items a day. Removing food and replacing it later stimulates interest and relieves boredom. Food bowls must be placed to avoid faecal contamination. At least three types of vegetable, three types of fruit and five types of seed should be offered daily. Treats can be offered occasionally eg. fruit cake, brown bread, breakfast cereal. Suitable food items are listed below:-

- Seed mixture - wheats, oats, canary seed, millet, buckwheat, groats. Millet sprays are often preferred during the moult and by debilitated birds. Budgerigars should be fed a good proprietary seed mixture containing an iodine supplement.
 - Oil Seeds - sunflower seed, linseed, rape seed, hemp seed. These should be rationed and should not exceed 20-30% of the diet, or else obesity and nutritional deficiency will occur.
 - Fruit - any fruit except avocado. Birds will have their favourite type.
 - Vegetables and Greenfood - carrots, celery, beetroot, alfalfa, broccoli, watercress, lettuce, groundsel, chickweed, dandelion, dock.
 - Pulses - haricot beans, soya beans, green peas, mung beans, chick peas, black-eyed beans-fed soaked or cooked.
 - Peanuts - must be fit for human consumption and form only a small part of the diet.
 - Rawhide Chews - Are often enjoyed by larger species.
 - Cuttlefish - A good source of calcium.
 - Vitamin/mineral supplements - A good supplement will prevent any deficiencies, but over-zealous use can cause damaging excesses. Use a reputable brand designed for birds.
- x) The diet and substrate for stick insects should be provided by blackberry or privet leaves and branches placed in a solid container of water. The water container should be plugged in some way to prevent the insects falling in and drowning.
- xi) Cockroaches will eat a variety of different foods of both plant and animal origin.
- xii) Several commercial preparations are available for locusts and crickets. Alternatively feed a homemade mixture eg. a teaspoon milk powder, three teaspoons of porridge oats, chunk apple plus a good quality reptile calcium/D3 supplement (eg Nutrobel or Vetark) to ensure the correct calcium to phosphorous ratio,
- xiii) Millipedes should be fed a variety of fruit and vegetables eg. leaf lettuce, broccoli, cut grapes, bananas, spinach. Uneaten food should be removed daily to prevent it becoming mouldy.
- xiv) Tarantulas eat a variety of live insects and should be offered locusts and crickets (one or two per week). They will also eat pinkies and heart. Some studies have shown that beetles are necessary for successful reproduction in captivity. A shallow dish of clear water should be available at all times, or moistened vermiculite can be used as a substrate.
- xv) Freshwater Aquarium fish are often fed on a commercial fish diet to exclusion, but fish require a varied diet, and live food is essential, especially for tropical fish. Brown bread, crumbs, grated cheese should be offered. Ant eggs should only be given occasionally. They should be fed once daily at a regular time. Either sprinkle the food on the surface or use a plastic floating feeding ring. A pinch as large as the eye of the fish is a good rule for the amount to feed per fish. After ten minutes, or when the fish shows no interest, remove the excess with a siphon or pipette. It should be noted that fish eat less in winter than in summer.

- d) Food and drink receptacles must be constructed and positioned to minimise faecal contamination and spillage.
- e) A sufficient number of receptacles must be provided and cleaned at regular intervals. They should be washed separately from any receptacles which are used by humans. The requirements of Condition 1(f)(vi) shall be implemented.
- f) The Local Authority shall satisfy itself that the proprietor has an adequate knowledge of the general principles of feeding etc. the species kept. If unusual species are kept, the proprietor should be aware of their dietary requirements especially in relation to mineral, vitamin and protein requirements. The proprietor should also be aware of where to obtain specialist advice.

Condition 10 - Food Storage

All animal food shall be stored in suitable covered metal or other impervious closed containers, so that the quality of the food can be preserved.

- a) This is with exception to live foods.
- b) These containers should be of such design as to allow easy cleaning and must be kept in a clean condition.

Condition 11 - Excreta and Soiled Bedding

All excreta and soiled bedding must be stored in impervious containers with close fitting lids away from direct sunlight.

- a) Excreta and soiled bedding should be removed from the premises on a regular basis, at least weekly, and disposed of to the satisfaction of the Local Authority and in accordance with current regulations and good waste management practice.
- b) All containers must be kept clean.

Condition 12 - Pests

All necessary precautions shall be taken to prevent the introduction to the premises, or harbourage, of rodents, insects and any other pests.

Condition 13 - Health, Disease and Acclimatisation

All reasonable precautions must be taken to prevent the outbreak and spread of disease. No animal which is suffering from, or could reasonably be suspected of having come into contact with any other animal suffering from any infectious or contagious disease or which is infested with parasites shall be brought into or kept on the premises unless effectively isolated.

- a) In the case of importers, each batch of arrivals must be isolated from all other animals (Refer to Condition 17).
- b) To prevent the possible spread of disease, newly acquired stock should not be mixed with existing stock until their health status is ensured. Each batch of arrivals must be isolated from all other animals.
- c) Facilities suitable to the species should always be available for the isolation of newly acquired or sick animals.
- d) Individual litters of kittens must be kept separate from other litters.

- e) All animals must be allowed a suitable acclimatisation period before sale.
- f) Facilities for examination and treatment of normally unhandleable animals should be adequate.
- g) Any animal with an obvious, significant abnormality which could affect its quality of life, must not be offered for sale. When in doubt veterinary advice should be sought.
- h) All stock must be in good health as far as can be reasonably determined without veterinary inspection.
- i) All animals must receive appropriate inoculations where required for the species, as advised by the veterinary surgeon. Veterinary advice must be sought whenever necessary.

Signs of illness in small mammals include:-

- lack of interest in surroundings
- isolation from the group
- hunched posture
- inactivity/reluctance to move
- inappetence
- unexpected aggression or docility
- vocalisation
- unkempt, staring coat
- pale extremities
- "square" tail
- self-trauma
- hair loss
- discharge from eyes and/or nose (red eyes in rodents)
- "rattling" respiration or sneezing
- diarrhoea or caking of faeces around the anus
- lameness
- abnormal masses anywhere on the body
- wounds/bleeding
- excessive salivation

Signs of illness in birds include:-

- discharge from the eyes
- closing of the eyes
- swelling around the eyes
- discharge from the nostrils
- obstruction of the nostrils
- sneezing
- change or loss of vocalisation
- open-mouth breathing at rest
- tail bobbing at rest
- fluffed up feathers
- inactivity
- reduced or no appetite
- weight loss
- inability to perch
- equilibrium problems
- muscle tremors
- lameness/non-weight bearing limb
- swollen feet or joints
- change in quality/quantity droppings
- lumps or masses
- bleeding
- curly nails
- twitching in the breast
- scaly face

Signs of illness in fish include:-

- loss of appetite
- cloudy, spotted or ragged fins
- hollow sides or underparts
- fins folded or not erect
- dull eyes
- poor skin colour
- blood under scales
- loss of scales
- lumps/masses/growths anywhere on the body
- cuts/wounds/ulcers
- sluggish swimming
- hanging on the bottom or motionless on the surface
- staying near aerator
- unusual swimming action eg. jerkiness, imbalance
- nibbling on stones or ornaments

Signs of illness in reptiles include:-

- loss of appetite
- weight loss
- red spots in the mouth
- excess salivation
- regurgitation
- diarrhoea
- dysecdysis (slough retention, retained spectacle)
- blisters under the skin
- swollen or fixed shut eyes
- twitching
- inco-ordination
- apparent blindness
- coiled neck
- convulsions
- nasal discharge
- gasping, open mouth breathing
- increased respiratory sounds
- extended neck/head
- blueness to the skin or inside mouth
- depression
- anorexia

- i) All animals should appear clinically healthy at the time of sale.
- j) The licensee must be registered with a local veterinary surgeon.
- k) Any sick or injured animal must received appropriate treatment without delay. This may include euthanasia which must be carried out in a humane and effective manner.
- l) All sick or injured animals should be removed from public view and isolated from other animals.
- m) Any signs of illness should be carefully noted and the suspect isolated. If possible one person only should attend the isolated animal and all food dishes, bedding etc, should be kept separate. If an animal shows no sign of improvement or deteriorates within 24 hours veterinary advice should be sought.

Condition 14 - Transportation

When receiving stock, the licensee must make every effort to ensure that it is transported in a suitable manner. It is recommended that the registration number of vehicles transporting livestock is recorded.

- a) All livestock received or consigned by the Licensee must be transported in accordance with The Welfare of Animals (Transport) Order 1997 and any other relevant legislation.
- b) For air transportation, the IATA guidelines must be followed.
- c) For rail transportation, the British Rail Guidelines must be followed.

Condition 15 - Transportation Containers

Animals shall not be handed to customers in unsuitable containers.

- a) The proprietor must have adequate facilities for crating and transporting animals humanely and safely, with special reference to exotic species.

Condition 16 - Fire and Other Emergency Precautions

Suitable emergency precautions and written procedures shall exist and be made known to all staff, including arrangements for evacuation of livestock.

- a) Entrances and exits must be clear of obstructions at all times.
- b) Fire extinguishers must be provided and sited as approved by the local Fire Prevention Officer.
- c) The fire fighting equipment must be maintained in good working order.
- d) The Licensee, or a designated keyholder, must at all times be within reasonable distance of the premises and available to visit the premises in cases of emergency. A reasonable distance would, in normal conditions, be interpreted as no more than 20 minutes travelling time.
- e) A list of keyholders must be lodged with the Local Police, Tayside Fire and Rescue and Local Authority.
- f) When pet shops are sited within other premises, the licensee or keyholders must have access at all times to the premises containing livestock. The terms of such access should be notified to the Licensing Authority.
- g) Arrangements must be made to ensure that suitable alternative accommodation is available for evacuated animals.
- h) In the interests of animal welfare, the following notice must be displayed at the front of the shop. "In case of emergency, dial 999". The number of the local Police Station should also be displayed.
- i) Smoke detectors should be installed.

Condition 17 - Importation

No animal shall be directly imported except by Licensees who have satisfied the Local Authority as to their ability to quarantine or handle consignments of animals under suitable conditions.

- a) Those licensees who are recognised for importation should have a suitable endorsement added to their licence.
- b) If the proprietor quarantines animals on import, inspection by a veterinary officer is essential and the legal requirements of The Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974, The Importation of Captive Birds Order, 1976, and any other relevant Acts currently in force, must be observed.

Condition 18 - Register of Animals

- a) A livestock register must be maintained for all species of livestock purchased.
- b) A sale register must be maintained for all species, except fish and arthropods.

The purpose of the registers is to ascertain the source of livestock and for emergency contact of end purchaser. The name, address and telephone number is required.

Condition 19 - Maximum Number and Types of Animals

The maximum numbers and types of animals permitted to be kept on the premises to which the licence refers are as set out in the licence and shall not be exceeded.

- a) The annual licence application form requires the applicant to state the number and type of animals he or she wishes to keep.

Condition 20 - Display of Licence

A copy of the licence shall be displayed prominently on the premises.

Condition 21 - Health Warning

The licensee shall display in a prominent place on the premises a sign approved by the Local Authority, warning customers that for public health reasons they should not come into close contact with the animals.

Condition 22 - Pet Care Advice

The Licensee will ensure that all persons purchasing pets are given suitable written instructions on the care of the pet and any health risks to humans normally associated with a particular type of animal.

- a) Instructions must cover such aspects as feeding, replenishment of oxygen (in the case of fish), cleanliness, hygiene and provision of accessories.
- b) Pet Care Trust Leaflets or other similar written instructions shall be made available to customers at the time of purchase.
- c) Purchasers of accessories should, where necessary, be given proper advice as to their maintenance and use.
- d) The Pet Care Trust 'Pet Store Manual' or other appropriate reference book must always be available for use by staff.

Condition 23 - Staff Training and Livestock Knowledge

No animal should be stocked or sold unless the staff (or a member of staff) are familiar with the care and welfare of that animal.

- a) It is recommended that at least one member of staff working at the licensed premises should hold the City and Guilds Pet Store Management Certificate, or some other appropriate qualification. In respect of new applications at least one member of staff must hold the City and Guilds Pet Store Management Certificate, or some other appropriate qualification; or must be in the course of training, and obtain the qualification within two years of the licence being granted.
- b) The Licensee must formulate a written training policy for all permanent staff, and will be requested to demonstrate that systematic training is carried out.
- c) Reptiles shall not be sold unless a member of staff has gained a qualification in reptile husbandry from the Pet Care Trust or the Scottish SPCA.

Condition 24 - Application for a Licence

Persons wishing to make an application for a licence must consult with the Environmental Health Officers of the Local Authority. This does not include applicants requesting a renewal to an existing licence.

Condition 25 - Trade Associations

Licensees are recommended to apply for membership of an appropriate trade organisation.

Condition 26 - Categories of Animals which a Pet Shop may be Licensed to Keep

- a) Small mammals as allowed by the Local Authority.
- b) Birds as allowed by the Local Authority.
- c) Fish as allowed by the Local Authority.
- d) Other species as allowed by the Local Authority.

Condition 27 - Additional Requirements for Pet Shops Selling Birds

- a)
 - i) If trading in foreign birds facilities will be required to keep new arrivals separate from existing stock. This accommodation must comprise of a completely separate air space from existing stock. Arrangements should then be made to have birds tested for psittacosis infection. The period of quarantine will be at least 3 weeks. Only after this period has expired and any tests have shown to be negative can the birds be displayed for sale. The Licensee will be obliged to advise potential customers of the health risks associated with such birds including a specific warning on the risks of psittacosis.
 - ii) If trading in UK bred birds (other than those supplied from local stock) and certification is available to show that the new birds come from stock which has been recently tested and found to be free from psittacosis, then there is no need to provide additional facilities. However, where such assurances are not available the same requirement for separate accommodation applying to foreign bred birds including the same quarantine periods, programme and health warnings, will be required for UK birds.
- b) If any birds show signs of illness, they should be immediately isolated (separate airspace) and the local veterinary surgeon must be called in for diagnosis and treatment.
- c) Any dead bird should be sent to the nearest investigation laboratory for examination.

- d) Adequate steps shall be taken to prevent, as far as is reasonably practicable, that birds cannot foul their feeding materials or their water. In practice this means that food and water should be kept off the floor in bird cages. This avoids contamination by faeces and so reduces the risk of disease spreading. Birds whose habit is to feed at floor level should also have their food and water protected from fouling as far as is reasonably practicable.
- e) Birds of differing feeding habits should be kept separate (ie. bottom feeding birds should not be kept with birds likely to foul the formers food and water, eg. young quail, which are unable to fly, should not be housed with flying birds).
- f) Sufficient perching should be provided in cages. Refer to the requirements outlined in Condition 1.
- g) Overcrowding of cages causes stress in the birds and increases the risk of infection spreading. Licensees shall make certain that sufficient space is provided for birds in order to maintain their health, welfare and comfort and to prevent the risk of disease from spreading.

Schedule 1 should be used to determine stocking densities.
- h) Cleaning of the cages must be done in accordance with the requirements of Condition 1.
- i) Cage litter should be disposed of by putting into a plastic bag which is sealed before placing in impervious containers with close fitting lids.
- j) Written procedures must be produced for dealing with known cases of psittacosis.
- k) A quality padded net should be used when catching birds in an aviary.

Health and Safety Licence Conditions

- 1 Provide a written statement of general policy with respect to health and safety at work of employees and make sufficient arrangements for the carrying out of that policy. The safety policy should contain an analysis of all potential hazards and precautions to be taken, thereby increasing its practical value.
- 2 Under the Management of Health and Safety at Work Regulations, 1992, provide a written risk assessment, which should involve identifying the hazards present, and use this to identify the measures needed to be taken to comply with any requirements under Health and Safety legislation.

Note

The assessment needs to be part of the overall approach to health and safety and can, where appropriate, be linked to other health and safety records or documents eg. the written health and safety policy statement.

- 3 Ensure that your employees are provided with comprehensible and relevant information on:-
 - a) the risks to their health and safety identified by the assessment;
 - b) the preventative and protective measures; and
 - c) the procedures to be followed in the event of serious or imminent danger while at work.
- 4 Ensure that all your employees are provided with adequate health and safety training:-
 - a) upon recruitment; and
 - b) on being exposed to new or increased risks.

- 5 Under the Control of Substances Hazardous to Health Regulations, 1994, carry out a suitable and sufficient written assessment of all work which is liable to exposure employees' or other persons' health to substances which are hazardous to health. Ensure that such exposure is either prevented or, where this is not reasonably practicable, adequately controlled.

Note

Hazardous substances should be replaced, where possible, with non-hazardous substances.

- 6 In order to ensure that the electrical system is constructed and maintained in such a manner as to prevent danger, an examination and test of the electrical installation within the premises should be carried out by a competent person. A written report/certificate should be retained on the premises or provide evidence of maintenance by any other prescriptive means.

Note

In line with the Institute of Electrical Engineers' Wiring Regulations, BS 7671, it is recommended that the fixed electrical installation should be tested at least annually by a competent person who should then advise of any defects and prepare a certificate once satisfied.

- 7 Ensure that suitable precautions are taken to minimise the possibility of accidents occurring from the use of portable electrical apparatus. It is recommended that all portable apparatus is identified by a serial number and recorded in a register. Such a register should specify how frequently each item should be examined by a competent person. The examination should involve a visual examination for faults. Leads/flexes and plugs should be included. The results of such examinations and any works carried out should also be recorded in the register.
- 8 It is recommended that residual current devices are installed.
- 9 Ensure that effective and suitable provision is made for securing and maintaining adequate supplies of fresh air or artificially purified air in the premises.

Note

The fresh air supply rate should not normally fall below 5 to 8 litres per second, per occupant.