



General records for primate licence

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Hygiene Procedures

Regulation 31: A written hygiene protocol must be kept.

Questions	Actions to be taken
<p>How is each enclosure maintained to reduce the risk of disease transmission?</p> <p><i>Can include cleaning regime, cleaning products used etc.</i></p>	
<p>Cleaning Procedure</p> <p><i>How is the enclosure cleaned, where are the animals when cleaning occurs, what frequency is cleaning carried out?</i></p>	

Emergency Plans and Written Procedures

Regulations 7 and 10 require emergency plans and procedures to be in place for special circumstances.

These plans must be in place and readily accessible to ensure all appropriate steps are taken to protect the primates and any person on the premises.

Scenario	Actions to be Taken
In case of fire <ul style="list-style-type: none">• How will you get animals out if possible and safe to do so?• Is there a meeting point staff can go?• What firefighting/detection equipment is on site?	

Scenario	Actions to be Taken
<p>Property is uninhabitable</p> <ul style="list-style-type: none"> • What will happen with the animals? • Can they be housed temporarily at another premises? • Where is this and has this been agreed? 	
<p>Breakdown in heating, ventilation, water supply and other systems</p> <ul style="list-style-type: none"> • Do you have spare heaters/bulbs to ensure animals are warm? • If not, what would you do? • Who would you call? 	

Scenario	Actions to be Taken
<p>Plan during hot weather</p> <ul style="list-style-type: none"> • What will you do to ensure animals are comfortable in extreme heat? • How will you monitor the temperature? 	
<p>Plan during cold weather</p> <ul style="list-style-type: none"> • What will you do to ensure animals are comfortable during cold months? • How will you monitor the temperature? 	

Scenario	Actions to be Taken
<p>Emergency Contact List</p> <p>Include a list of all people to call in an emergency:</p> <p>For example, fire department, police, vet and electrician</p>	
<p>Escape Procedure</p> <p>Detail steps taken if an animal escapes.</p> <p>The local authority that granted the licence and the police must be notified immediately if a primate escapes from the licensed premises</p>	

Scenario	Actions to be Taken
<p>Death of Primate</p> <p>Include details on:</p> <ul style="list-style-type: none"> • Actions taken. • Who will be contacted? 	
<p>Licence revocation/death of licence holder</p> <p>Include details on:</p> <ul style="list-style-type: none"> • Actions taken if the licence is revoked and who will care for the animals • Who will be contacted if the licence holder dies and who will care for the animals. 	

Scenario	Actions to be Taken
<p>Temporary isolation of any primate</p> <p>Include details on:</p> <ul style="list-style-type: none"> • How a primate is isolated within the facility, • Explain how welfare needs are met during isolation. • What personal protective equipment (PPE) is to be worn during? 	

Vet Confirmation

Regulations 21 requires that the licence holder must register the primates with a veterinarian who has agreed to provide the following:

- Routine visits at an appropriate frequency to assess the health, condition and welfare of each primate
- Carry out or supervise the treatment of a sick primate
- Administer or supervise the administration of medicines, vaccines, parasite control, disease surveillance and contraception to the primates when appropriate
- Monitor the health and welfare of each primate
- Advice and assistance in an emergency

Veterinary Sign Off *(to be signed only if satisfied with being able to carry out all the above checks and duties)*

Signature:

Position:

Date:

Practice Stamp:

