

[ **BAI Administrative Circular 03, S. 2015, March 31, 2015** ]

**POLICIES AND GUIDELINES IN THE ESTABLISHMENT AND MAINTENANCE OF ANIMAL POUNDS**

*Adopted: 31 March 2015*

*Date Filed: 29 April 2015*

WHEREAS, Republic Act 8485 as amended by Republic Act 10631 otherwise known as the *Animal Welfare Act of 1998*, particularly Section 1 thereof provides for the protection and promotion of the welfare of all animals in the country by supervising and regulating the establishment and operation of all facilities utilized for breeding, maintaining, keeping, treating or training of all animals, either as objects of trade or as household pets.

WHEREAS, Section 2 of R.A. 9482 (*The Anti-Rabies Act of 2007*) mandates local government units to have a control over all stray animals through a local ordinance enacted for this purpose.

WHEREAS, unregistered, stray or unvaccinated dogs and other animals shall be impounded in the LGU designated pounding area and properly disposed of in any manner authorized, subject to the pertinent provisions of Republic Act No. 8485, otherwise known as the "Animal Welfare Act of 1998", taking into consideration the following guidelines and minimum standards for the establishment and maintenance of such facilities.

**NOW, THEREFORE, I, PROCESO J. ALCALA**, Secretary of the Department of Agriculture, considering the above cited, do hereby issue this Circular to prescribe, promulgate and enforce reasonable regulations for the collection and impounding of animals, the use and operation of animal pounds.

**Section 1. SCOPE AND APPLICATION**

This Circular shall apply to all cities and 1 st class municipalities mandated by law for the construction, renovation, establishment, operation and maintenance of animal pounds. This also applies to any province and municipality who have an existing pound or those who deemed proper to establish and operate a pound.

The following *Basic Freedoms of Animals* adopted by the Committee on Animal Welfare through the Animal Welfare Division shall be observed:

- Freedom from thirst, hunger and malnutrition;
- Freedom from physical discomfort and pain;
- Freedom from injury and disease;

- Freedom to conform to essential behavior patterns; and
- Freedom from fear and distress.

## **Section 2. DEFINITION OF TERMS**

As used in this Circular, the following words, terms and phrases shall be construed to mean:

- 2.1 *Impounded Animal* refers to any stray animal seized by an animal control officer for the purpose of keeping in an animal pound.
- 2.2 *Primary enclosures* are those animal enclosures in which the animal normally eats, defecates, urinates, rests, and sleeps.
- 2.3 Non-governmental organizations (NGOs) are legally constituted organizations that operate independently from any form of government.
- 2.4 *Pound* refers to a public facility or enclosure intended for stray or confiscated animals to maintain temporary custody managed by local government units.
- 2.5 *Renovate* refers to the change of size, construction or composition of pens, runs, fences, floors, heating system, water supply system, waste disposal system, or any other physical component of pound building which are governed by these regulations.
- 2.6 *Sanitary* refers to the health, with special reference to cleanliness and freedom from infective and deleterious influences.
- 2.7 *Stray animal* refers to any animal which has left its owner's place or premises and no longer under the effective control of the owner.
- 2.8 *Proper disposal* refers to the disposal of dead animals in compliance with the provisions of the implementing rules of PD 856 Code on Sanitation of the Philippines.
- 2.9 *Euthanasia or commonly known as "mercy killing"* refers to the process of inducing humane and painless death to animals

## **Section 3.0 ESTABLISHMENT OF AN ANIMAL POUND**

### **3.1 Determining Site**

Site for the installation/construction of an LGU pound shall be in coordination with the City/Municipal Planning and Development Office.

### **3.2 Facility Design**

The designs of pounds shall provide an environment conducive to maintaining animal health. Facilities shall be appropriate to species, the number of animals receiving care and the expected length of stay in order to ensure physical and psychological well-being of the animals, and

shall conform with the following requirements:

### 3.2.1 **Administrative Office**

This is the control center for the pound and it shall have a direct access both to the reception area and the animal cages or enclosures.

### 3.2.2 **Primary Enclosure/Animal Area**

There shall be a separate enclosure housing for cats and dogs. Ideally, animals shall be placed in individual cages.

A primary enclosure is defined as an area of confinement such as a cage, run or pen, where an animal eats, sleeps during temporary stay. The primary enclosure shall be structurally sound and constructed in safe working condition to properly house animals, prevent injury and keep other animals out.

The interior and exterior walls of a building to be used as a pound shall be strong enough to withstand different environmental conditions;

3.2.2.1 Pound holding cages or stalls, whether for single or group housing, shall provide enough space for each animal to feed, sleep, sit, stand, lie with limbs extended, stretch and move about;

3.2.2.2 Animal pounds and housing shall be of sufficient height to facilitate easy cleaning.

3.2.2.3 The pound kennels or cages shall be enclosed with a sturdy material preferably at least 1.20 meter tall to prevent nose to nose contact or by a 0.67 meter wire mesh by 1.0 meter minimum wire gauge, separated at least 0.1m meter away from each other to prevent contact;

3.2.2.4 The pound isolation cages for medium breed dogs shall be at least 0.76m x 0.92m x 0.61m. For large breed dogs cages, it shall be at least 0.92m x 0.92m x 0.92m. For extra-large breed dogs, cages shall be at least 1.22m x 0.92m x 1.22m. Cages for cats shall be at least 0.46m x 0.61m x 0.61m.  
\*(Length x Width x Height)

3.2.2.5 The space of the cage shall allow the animal to stand up and lie down comfortably.

3.2.2.6 Cage frame shall be made of stainless steel for rust free maintenance and

long lasting use.

3.2.2.7 Hard plastic matting shall be used as cage flooring. The size of the plastic matting shall be 1ft. x 2ft. and 1ft. x 3ft.

3.3.2.8 Cats may be housed either in banks of cages in walk-in modules that include a sleeping compartment and an exercise pen.

### **3.3.3 Medical and Euthanasia Room**

This shall be adjacent to the isolation area to allow the easy movement of animals for disposal. There shall be a separate entrance from outside and clear access for vehicles. There shall be separate ventilation for this area.

### **3.3.4 Surgery Room**

There shall be a room specific for performing surgeries.

### **3.3.5 Employees' Quarters**

There shall be a quarter allocated for employees in the pound.

## **3.4 Humidity and Ventilation**

3.4.1 The indoor portion of the pound where animals are housed shall be mechanically ventilated in such a manner as it provides fresh air to maintain health and comfort of impounded animals.

3.4.2 The pound shall be at least 3.0 meters tall from floor to ceiling.

3.4.3 For roof/ceiling, insulation material shall be used to provide comfort to animals.

3.4.4 CHB-wall footing shall be at a height of 1.20 m width wire-mesh continuous walling to top ceiling height.

## **3.5 Drainage System**

3.5.1 The pound shall have an open drainage at a width of 0.60m and a depth of 0.50m and floors should slope towards a drain that is outside the animal living areas. A drain opening of not less than 20cm diameter is recommended and it should be covered by a strainer grid. The provision of mains sewers, a septic tank is essential and shall be built in accordance with the building code.

## **3.6 Water Supply**

3.6.1 All pounds shall be supplied with clean drinking water and

sufficient amount of water supply for the purpose of maintaining proper sanitary conditions.

### **3.8 Lighting**

3.8.1 Appropriate electrical lighting shall be provided in all pounds including provisions for emergency lights in case of power disruption.

## **Section 4.0 ANIMAL CARE AND FACILITY MAINTENANCE**

### **4.1 Impounding and Disposition of Stray Animals**

Stray dogs and other animals shall be impounded in the designated pounding area of the LGU and properly disposed of, taking into consideration the following guidelines:

- a. Unregistered, stray or unvaccinated dogs shall be impounded and kept in the LGU's designated dog pound.
- b. Impounded dogs not claimed after 3 days from the dog pound shall be placed for adoption to qualified persons with the assistance of animal welfare NGO, when feasible, otherwise it shall be disposed of in a manner authorized by A.O. 13 series of 2010 as amended by A.O. 9 series of 2011 (Revised Rules and Regulations on the Euthanasia of Animals).

#### **4.1.1 Impounding Fee**

Imposition of impounding fees, fines and others shall be in accordance with the prevailing local ordinance being implemented by the LGU concerned

#### **4.1.2 Registration Fee**

The amount of registration fee shall be defined and determined in a provision of any local ordinance for this purpose.

### **4.2 Animal Care**

4.2.1 Clean drinking water shall be provided for animals at all times. Adult animals shall be fed at least once per day. Animals under the age of six (6) months shall be fed at least two (2) times per day.

4.2.2 The animal shall be fed with an appropriate diet which may be composed of any of the following: fish, meat, chicken, vegetables, cereals, and others that are suitable for animal consumption.

4.2.3 Any animal which appears sick or injured shall be examined and treated by a licensed veterinarian.