



City of San Antonio
Animal Care Services Department
Advisory Board Inspection Checklist



– ACS Stray Kennels at Animal Defense League –

General Board Instructions: 1) Inspections should be conducted while facility is open to the public to monitor results of cleaning process. 2) If an item cannot be verified at the time of your inspection, quiz a staff member as to how and when the item is to be performed.

Advisory Board Member Name(s): Susan Beldon

Date of Inspection: 09/11/2023

Time of Inspection: 11:30

Adult Dog Kennel #10	Pass/Fail/ Not Verified	Comments
Staff and volunteers are friendly, informative, and courteous to all	Select one from drop down for each field Pass <input type="button" value="v"/>	
Kennels are free of feces and urine	Pass <input type="button" value="v"/>	The exterior kennels had been cleaned and interior kennels were in the process of being cleaned. Staff begins cleaning the exterior kennels at 9:30 am and the inside kennels are finished by 12:00pm
Fresh water in each occupied kennel	Pass <input type="button" value="v"/>	
Aisles are free of debris and safety hazards	Pass <input type="button" value="v"/>	
Appropriate signage on each occupied kennel	Pass <input type="button" value="v"/>	
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass <input type="button" value="v"/>	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input type="button" value="v"/>	

Adult Dog Kennel #10 cont.	Pass/Fail/ Not Verified	Comments
Sanitizing stations are visible and stocked	Pass <input data-bbox="699 352 732 394" type="button" value="v"/>	
Drains free of debris	Pass <input data-bbox="699 510 732 552" type="button" value="v"/>	Verified with Jamie Gibson that drains functioning properly
Staff work area has a hand washing station with soap, paper towels, and hand sanitizer	Pass <input data-bbox="699 709 732 751" type="button" value="v"/>	
Sinks and tubs are in working order, clean, and free of debris	Pass <input data-bbox="699 867 732 909" type="button" value="v"/>	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass <input data-bbox="699 1045 732 1087" type="button" value="v"/>	
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass <input data-bbox="699 1224 732 1266" type="button" value="v"/>	
There is no offensive odor	Pass <input data-bbox="699 1402 732 1444" type="button" value="v"/>	
Kennel building and equipment are in good repair	Pass <input data-bbox="699 1581 732 1623" type="button" value="v"/>	Verified with Jamie Gibson

Comments/Actions Needed

Accompanied on Inspection by Jamie Gibson-Director of Life-Saving Initiatives.

Names of dogs were on cage cards. Some of the dogs had sponser's name included. There were short term foster program cards with information about this program. Dogs who had been at ADL for longer than four months were highlighted with a special kennel card that said Diamond in the Rough.

There is a Walk Board for both volunteers and staff that indicates current walk status of dogs-all dogs walked or given use of play yard twice per day.

Adult Dog Kennel #11	Pass/Fail/ Not Verified	Comments
Staff and volunteers are friendly, informative, and courteous to all	Pass <input data-bbox="699 279 732 321" type="checkbox"/>	
Kennels are free of feces and urine	Pass <input data-bbox="699 432 732 474" type="checkbox"/>	In process of being cleaned
Fresh water in each occupied run	Pass <input data-bbox="699 579 732 621" type="checkbox"/>	
Aisles are free of debris and safety hazards	Pass <input data-bbox="699 726 732 768" type="checkbox"/>	
Appropriate signage on each occupied kennel	Pass <input data-bbox="699 873 732 915" type="checkbox"/>	
Pooper Scoopers are kept in a clean disinfection solution between scooping each run	Pass <input data-bbox="699 1062 732 1104" type="checkbox"/>	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input data-bbox="699 1241 732 1283" type="checkbox"/>	
Hand sanitizing stations are visible and stocked	Pass <input data-bbox="699 1419 732 1461" type="checkbox"/>	
Drains free of debris and functioning properly	Pass <input data-bbox="699 1598 732 1640" type="checkbox"/>	Verified with Jamie Gibson that drains functioning properly
Staff work area has a hand washing station with soap, paper towels	Pass <input data-bbox="699 1787 732 1829" type="checkbox"/>	

Adult Dog Kennel #11 cont.	Pass/Fail/ Not Verified	Comments
Sinks and tubs are in working order, clean, and free of debris	Pass <input data-bbox="699 279 732 327" type="button" value="v"/>	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass <input data-bbox="699 459 732 508" type="button" value="v"/>	
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass <input data-bbox="699 642 732 690" type="button" value="v"/>	
There is no offensive odor	Pass <input data-bbox="699 825 732 873" type="button" value="v"/>	
Kennel building and equipment are in good repair	Pass <input data-bbox="699 1008 732 1056" type="button" value="v"/>	Verified with Jamie Gibson
<p align="center">Comments/Actions Needed</p> <p>Staff prep room very neat and organized. There is a list of adoptions and pictures of the adopted dogs.</p>		

Puppy Kennel	Pass/Fail/ Not Verified	Comments
Staff and volunteers are friendly, informative, and courteous to all	Pass <input type="button" value="v"/>	
Kennels are free of feces and urine	Pass <input type="button" value="v"/>	In process of being cleaned
Fresh water in each occupied run	Pass <input type="button" value="v"/>	
Aisles are free of debris and safety hazards	Pass <input type="button" value="v"/>	
Appropriate signage on each occupied kennel	Pass <input type="button" value="v"/>	
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass <input type="button" value="v"/>	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input type="button" value="v"/>	
Hand sanitizing stations are visible and stocked	Pass <input type="button" value="v"/>	
Drains free of debris and functioning properly	Pass <input type="button" value="v"/>	Verified with Jamie Gibson that drains functioning properly
Staff work area has a hand washing station with soap, paper towels	Pass <input type="button" value="v"/>	

Puppy Kennel cont.	Pass/Fail/ Not Verified	Comments
Sinks and tubs are in working order, clean, and free of debris	Pass <input type="button" value="v"/>	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass <input type="button" value="v"/>	
Clean floors, doors, windows, light fixtures, and ceiling fans (if present)	Pass <input type="button" value="v"/>	
There is no offensive odor	Pass <input type="button" value="v"/>	Being cleaned
Kennel building and equipment are in good repair	Fail <input type="button" value="v"/>	There is a crack on the interior brick wall above the water line (to the right when you enter building). You can see sunlight through the crack. On the exterior of this same wall there are additional cracks. This issue has been reported in the past* In the puppy prep area the counter by the sink is water damaged.
Comments/Actions Needed		
There are two socialization rooms that are used by potential adopters that are cleaned between visits		

General Premises	Pass/Fail/ Not Verified	Comments
Landscaped area free of feces	Pass <input type="button" value="v"/>	
Dog waste stations stocked	Pass <input type="button" value="v"/>	
Trash receptacles not overflowing	Pass <input type="button" value="v"/>	
Landscape (to include grass and plants) in proper stage in conjunction with seasonality changes	Pass <input type="button" value="v"/>	Sod installed in April.
Comments/Actions Needed		

RESET FORM

SUBMIT