



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: 05/06/2022

Time of Inspection: 11:36

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"/>	Kennel Supervisor Anel Jorge accompanied me on my inspection and was available to answer questions.
Kennels are free of feces and urine	Pass <input type="button" value="v"/>	Cleaning in process. Usually done between 9:30am-12:30 pm. Outdoor kennels cleaned first then dogs are moved to outside clean kennels while inside kennels are cleaned. Once this has been completed all dogs are provided fresh water and food inside.
Fresh water in each occupied kennel	Pass <input type="button" value="v"/>	The kennels that were cleaned had fresh water
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"/>	Information on dog provided on kennel card. Sponsor cards on some of the kennels.
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 type="button" value="v"/>	
Drains free of debris	Pass <input type="button" value="v"/>	
Staff work area has a hand washing station with soap, paper towels, and hand sanitizer	Pass <input type="button" value="v"/>	
Sinks and tubs are in working order, clean, and free of debris	Pass <input type="button" value="v"/>	Kongs were being soaked/cleaned in the sink.
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"/>	
Kennel building and equipment are in good repair	Pass <input type="button" value="v"/>	Verified with Anel Jorge Kennel Supervisor
Comments/Actions Needed		

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"/>	Cleaning in process. Usually done between 9:30am-12:30pm. Outdoor kennels cleaned first then dogs are moved to outside clean kennels while inside kennels are cleaned. Once this has been completed all dogs are provided fresh water and food inside.
Fresh water in each occupied run	Pass <input data-bbox="699 579 732 621" type="checkbox"/>	The kennels that were cleaned had fresh water.
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"/>	Information on dog provided on kennel card. Sponsor cards on some of the kennels.
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"/>	
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 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"/>	
Kennel building and equipment are in good repair	Pass <input type="button" value="v"/>	Verified with Anel Jorge Kennel Supervisor
<p align="center">Comments/Actions Needed</p> <p>Outside of Kennel #10 and #11 there is a list of all the dog residents with information for both volunteers and potential adopters.</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"/>	Kennels 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"/>	
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 data-bbox="699 279 732 321" type="button" value="v"/>	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass <input data-bbox="699 462 732 504" type="button" value="v"/>	
Clean floors, doors, windows, light fixtures, and ceiling fans (if present)	Pass <input data-bbox="699 644 732 686" type="button" value="v"/>	
There is no offensive odor	Pass <input data-bbox="699 827 732 869" type="button" value="v"/>	
Kennel building and equipment are in good repair	Pass <input data-bbox="699 1010 732 1052" type="button" value="v"/>	Verified with Anel Jorge Kennel Supervisor
<p align="center">Comments/Actions Needed</p> <p>Outside the kennel there are signs with updated information on the puppies for volunteers and potential adopters.</p> <p>When handling the puppies staff wear blue disposable suits, gloves and booties. All puppies are carried/handled with a towel. These measures are taken to prevent disease transmission.</p>		

General Premises	Pass/Fail/ Not Verified	Comments
Landscaped area free of feces	Pass <input type="button" value="v"/>	
Dog waste stations stocked	Not Verified	
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"/>	Maintenance Staff was in the process of planting some new shrubs. Grass was being mowed. Grounds are maintained on a daily basis.
Comments/Actions Needed In the majority of the play yards the grass was sparse or non-existent		