

City of San Antonio

Animal Care Services Department

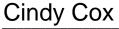
Advisory Board Inspection Checklist



– 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):



Date of Inspection: 03/14/2023		_ Time of Inspection: 12:15
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	Jamie is always great, but all staff were friendly (in the front office as well as the kennels) and eager to help.
Kennels are free of feces and urine	Pass 🔻	
Fresh water in each occupied kennel	Pass 💌	
Aisles are free of debris and safety hazards	Pass 💌	
Appropriate signage on each occupiec kennel	Pass 💌	Great notes about the dogs, their personalities, etc.
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass 💌	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass 💌	

Adult Dog Kennel #10 cont.	Pass/Fail/ Not Verified		Comments
Sanitizing stations are visible and stocked	Pass	•	
Drains free of debris	Pass	•	
Staff work area has a hand washing station with soap, paper towels, and hand sanitizer	Pass	•	
Sinks and tubs are in working order, clean, and free of debris	Pass	-	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass	•	
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass	•	
There is no offensive odor	Pass	•	
Kennel building and equipment are in good repair	Pass	•	
Comments/Actions Needed Things were a little messy in the laundry room and back areas, as they were preparing to receive a new commercial washer and dryera little mess for a huge improvement in efficiency and cleanliness.			

Adult Dog Kennel #11	Pass/Fail/ Not	Comments
Addit Dog Kenner #11	Verified	conments
Staff and volunteers are friendly, informative, and courteous to all	Pass 💌	
Kennels are free of feces and urine	Pass 💌	The dogs had just eaten and as is the nature of things, poop follows eating. They were cleaning as they went and
Fresh water in each occupied run	Pass 💌	
Aisles are free of debris and safety hazards	Pass 🔻	
Appropriate signage on each occupied kennel	Pass 🔻	See abovetheir notes are a highlight.
Pooper Scoopers are kept in a clean disinfection solution between scooping each run	Pass 🔻	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass 🔻	
Hand sanitizing stations are visible and stocked	Pass 💌	
Drains free of debris and functioning properly	Pass 🔻	
Staff work area has a hand washing station with soap, paper towels	Pass 🔻	

Adult Dog Kennel #11 cont.	Pass/Fail/ Not Verified	Comments
Sinks and tubs are in working order, clean, and free of debris	Pass 🔻	Sinks and counters were full of clean bowls, they were in the middle of feeding, and they were cleaning as they were going.
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass 💌	
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass 🔻	
There is no offensive odor	Pass 🔻	
Kennel building and equipment are in good repair	Pass 💌	
Everything looked great.		

Puppy Kennel	Pass/Fail/ Not Verified		Comments
Staff and volunteers are friendly, informative, and courteous to all	Pass	•	
Kennels are free of feces and urine	Pass	•	Puppies poopthey were in the middle of cleaning
Fresh water in each occupied run	Pass	•	
Aisles are free of debris and safety hazards	Pass	•	
Appropriate signage on each occupied kennel	Pass	•	
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass	•	
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass	•	
Hand sanitizing stations are visible and stocked	Pass	•	
Drains free of debris and functioning properly	Pass	•	
Staff work area has a hand washing station with soap, paper towels	Pass	•	

Puppy Kennel cont.	Pass/Fail/ Not Verified	Comments
Sinks and tubs are in working order, clean, and free of debris	Pass 💌	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass 💌	
Clean floors, doors, windows, light fixtures, and ceiling fans (if present)	Pass 🔻	
There is no offensive odor	Pass 💌	
Kennel building and equipment are in good repair	Pass 💌	
	Commen	ts/Actions Needed

General Premises	Pass/Fail/ Not Verified	Comments
Landscaped area free of feces	Pass 💌	
Dog waste stations stocked	Pass 🔻	
Trash receptacles not overflowing	Pass	
Landscape (to include grass and plants) in proper stage in conjunction with seasonality changes	Pass 💌	
	. They were	hts/Actions Needed hit hard a while ago with distemper and their ing to pull puppies again, slowly, as they clear out the