



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



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): Valerie Moore

Date of Inspection: 05/06/2023

Time of Inspection: 13:00

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"/>	Cheryl Frawley was my "guide" and was professional, courteous and informative throughout the inspection. I really appreciated her time and effort to help me accomplish the inspection.
Kennels are free of feces and urine	Pass <input type="button" value="v"/>	
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"/>	Verbally verified
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input type="button" value="v"/>	Verbally verified

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="checkbox"/>	
Drains free of debris	Pass <input data-bbox="699 510 732 552" type="checkbox"/>	
Staff work area has a hand washing station with soap, paper towels, and hand sanitizer	Pass <input data-bbox="699 699 732 741" type="checkbox"/>	
Sinks and tubs are in working order, clean, and free of debris	Pass <input data-bbox="699 867 732 909" type="checkbox"/>	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass <input data-bbox="699 1056 732 1098" type="checkbox"/>	Verbally verified
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass <input data-bbox="699 1224 732 1266" type="checkbox"/>	
There is no offensive odor	Pass <input data-bbox="699 1402 732 1444" type="checkbox"/>	
Kennel building and equipment are in good repair	Pass <input data-bbox="699 1581 732 1623" type="checkbox"/>	
<p align="center">Comments/Actions Needed</p> <p>Very nice new industrial washer and dryer. Washer/dryer room hotter than other rooms due to inadequate venting of appliances - could be a bigger problem in summer.</p>		

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"/>	
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"/>	Verbally verified
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input data-bbox="699 1241 732 1283" type="checkbox"/>	Verbally verified
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 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"/>	Verbally verified
Clean floors, doors, windows, light fixtures and ceiling fans (if present)	Pass <input data-bbox="699 638 732 686" type="button" value="v"/>	
There is no offensive odor	Pass <input data-bbox="699 816 732 865" type="button" value="v"/>	
Kennel building and equipment are in good repair	Pass <input data-bbox="699 995 732 1043" type="button" value="v"/>	
Comments/Actions Needed		

Puppy Kennel	Pass/Fail/ Not Verified	Comments
Staff and volunteers are friendly, informative, and courteous to all	Pass <input type="checkbox"/>	
Kennels are free of feces and urine	Fail <input type="checkbox"/>	Every single occupied kennel in the puppy building had feces in it (normal for young pups) but pups were stepping in it and it smelled.
Fresh water in each occupied run	Pass <input type="checkbox"/>	
Aisles are free of debris and safety hazards	Pass <input type="checkbox"/>	
Appropriate signage on each occupied kennel	Pass <input type="checkbox"/>	
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass <input type="checkbox"/>	Verbally verified.
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input type="checkbox"/>	Verbally verified.
Hand sanitizing stations are visible and stocked	Pass <input type="checkbox"/>	
Drains free of debris and functioning properly	Pass <input type="checkbox"/>	
Staff work area has a hand washing station with soap, paper towels	Pass <input type="checkbox"/>	

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"/>	Verbally verified.
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"/>	Verbally verified.
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	Fail <input data-bbox="699 827 732 869" type="button" value="v"/>	Strong odor due to puppies kennels with feces.
Kennel building and equipment are in good repair	Pass <input data-bbox="699 1010 732 1052" type="button" value="v"/>	
<p align="center">Comments/Actions Needed</p> <p>Some kennels are being used for storage instead of puppies. They held dog crates and cleaning buckets - could have had more puppies up for adoption in those kennels rather than storage. As for the feces and odors in Bldg 12, Cheryl explained that the kennels are usually cleaned 20 minutes after feeding.</p>		

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"/>	Only one seen - but functional.
Trash receptacles not overflowing	Pass <input type="button" value="v"/>	Nice new trash barriers.
Landscape (to include grass and plants) in proper stage in conjunction with seasonality changes	Pass <input type="button" value="v"/>	Brand new landscaping near kennels 10, 11 & 12.
<p align="center">Comments/Actions Needed</p> <p>Super friendly staff. Very helpful and answered all questions throughout inspection. Cheryl was particulalry helpful and cordial. Well done!</p>		

RESET FORM

SUBMIT