



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.

Sallie Scott

Advisory Board Member Name(s):









July 3, 2023

Date of Inspection:






Time of Inspection:











1:00 pm - 2:50 pm






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 checked="" type="radio"/>	
Kennels are free of feces and urine	Pass <input checked="" type="radio"/>	
Fresh water in each occupied kennel	Pass <input checked="" type="radio"/>	
Aisles are free of debris and safety hazards	Pass <input checked="" type="radio"/>	
Appropriate signage on each occupied kennel	Pass <input checked="" type="radio"/>	
Pooper Scoopers are kept in a clean disinfectant solution between scooping each run	Pass <input checked="" type="radio"/>	Asked and was told yes.
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass <input checked="" type="radio"/>	Verified.





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 	Verified
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		

Adult Dog Kennel #11	Pass/Fail/ Not Verified	Comments
Staff and volunteers are friendly, informative, and courteous to all	Pass 	
Kennels are free of feces and urine	Pass 	
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 disinfection solution between scooping each run	Pass 	Verified
Kennels and cages are thoroughly cleaned and sanitized between occupants	Pass 	Verified
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 	
Mops, buckets, and all other cleaning equipment are disinfected at the end of the day	Pass 	Verified by staff
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		

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 	
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 	Verified
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 	Verified by Staff
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		

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 	
<b>Comments/Actions Needed</b> The landscaping was wonderful, much better than the last time I did the inspection.  The outdoor play yards at the end of the kennels is just dirt and not enough shade.		

RESET FORM

SUBMIT