

<b>IDENTIFICATION</b>	<p>All live dogs and cats must be identified by the research facility. [2.38(g), Policy #13, Policy #20]</p> <p>NOTE: If a research facility is also licensed as a dealer, then all the requirements of Section 2.50 apply (see Dealer Inspection Guide).</p>
<b>Criteria</b>	<p>All live dogs and cats must be identified if:</p> <ul style="list-style-type: none"> <li>• held on the premises</li> <li>• purchased or otherwise acquired, such as:             <ul style="list-style-type: none"> <li>▶ donation</li> <li>▶ from pounds/shelters</li> <li>▶ from breeders</li> <li>▶ from private individuals</li> </ul> </li> <li>• sold or otherwise disposed of</li> <li>• removed from the premises for delivery to:             <ul style="list-style-type: none"> <li>▶ another research facility</li> <li>▶ a dealer</li> <li>▶ a person for use as a pet</li> </ul> </li> </ul> <p>Unweaned puppies or kittens do <b>not</b> need to be individually identified if: [2.38(g)(3)]</p> <ul style="list-style-type: none"> <li>• maintained as a litter with their dam in the same primary enclosure, AND</li> <li>• the dam has been individually identified</li> </ul>
<b>Methods of Identification</b>	<p>A live dog or cat, including a weaned puppy or kitten, must be identified by:</p> <ul style="list-style-type: none"> <li>• tag affixed to the animal's neck with a collar [2.38(g)(1)(i) &amp; (ii)]</li> <li>• tattoo [2.38(g)(1)(i) &amp; (ii)]</li> <li>• collar [2.38(g)(1)(ii)]</li> <li>• approved microchip [Policy #13]</li> </ul> <p>If a research facility acquires a live dog or cat which is already identified by an official method, the research facility may: [2.38(g)(1)(i)]</p> <ul style="list-style-type: none"> <li>• continue to use the identification, such as:             <ul style="list-style-type: none"> <li>▶ official USDA tag</li> <li>▶ official USDA tattoo</li> </ul> </li> </ul>

- ▶ microchip if a compatible scanner is available  
NOTE: If the microchip is located in a different location from where the research facility routinely places its microchips, the location of the microchip must be noted in the animal's record.
- replace the identification with its own tag, tattoo, collar, or microchip.

If a research facility uses the official tag, tattoo, or microchip on the dog/cat at the time it was acquired, the official identification numbers must be listed in the records of:

[2.38(g)(3)]

- purchase
- acquisition
- sale
- disposal

**Official USDA Tag**

If a research facility chooses to use an official USDA tag for identification of its dogs or cats, the tag must meet the following requirements:

*Construction* [2.38(g)(4)]

An official USDA tag may be made of:

- durable plastic
- durable alloy, such as:
  - ▶ brass
  - ▶ bronze
  - ▶ steel
- aluminum of a sufficient thickness to assure the tag is durable and legible

*Size and Shape* [2.38(g)(4)]

The tag must be one of the following shapes:

- circular-not less than 1¼ inches in diameter
- oblong and flat-not less than 2 inches by ¾ inch AND riveted to an acceptable collar

*Contents* [2.38(g)(5)]

Each tag must have the following information embossed or stamped on it:

- the letters “USDA” [2.38(g)(5)(i)]
- research facility’s registration number which consists of: [2.38(g)(5)(ii)]
  - ▶ the two digit State or territory identification code (see State/Territory Codes on page 12.6.8)
  - ▶ the letter “R” for a registered facility
  - ▶ the four digit number assigned to the facility
- number identifying the dog or cat [2.38(g)(5)(iii)]

*Tag Numbers* [2.38(g)(6)]

Official identification tag numbers must be:

- consecutive and non-repetitive
- applied to the dogs/cats in as close to consecutive numerical order as possible

A tag number must not be used:

- to identify more than one dog or cat.
- within a 5-year period following its previous use  
For example, if dog #5 died on January 1, 2000, the identification #5 must not be used on another dog or cat until after January 1, 2005.

*Acquisition of Tags* [2.38(g)(7)]

If the research facility chooses to use official tags, it must obtain the tags at its own expense. (see “List of Commercial Tag Manufacturers” on page 12.6.9)

*Lost/Destroyed/Illegible Tags*

If an official tag is *lost*, the research facility must try to find the tag and: [2.38(g)(8)]

- if found, reapply the tag
- if not found:
  - ▶ affix a new tag to the animal, and
  - ▶ record the new ID number on the official records

If a tag is *destroyed or becomes illegible*, the research facility must:

- affix a new tag to the animal, and
- record the new ID number on the official records
- keep the old tag: [2.38(g)(11)]
  - ▶ for a period of one year from the date of its removal from the animal, OR
  - ▶ for longer than one year if requested by an APHIS official

*Tags on Dogs/Cats when Acquired*

If a dog or cat arrives at the research facility wearing an official tag, the research facility may: [2.38(g)(9)]

- use the official tag on the animal, or
- replace the tag with its own tag, tattoo, collar or microchip

If the official tag is removed, it must be retained: [2.38(g)(11)]

- for a period of one year from the date of its removal from the animal, OR
- for longer than one year if requested by an APHIS official

*Tags from Dead Dogs/Cats*

If a dog/cat is euthanized or dies from other causes, the research facility must: [2.38(g)(10)]

- remove the tag
- retain the tag: [2.38(g)(11)]
  - ▶ for a period of one year from the date of its removal from the animal OR
  - ▶ for longer than one year if requested by an APHIS official
- dispose of the tag after the required retention period [2.38(g)(12)]

NOTE: The ID number may be reused after 5-years from the date of the death of the animal.

*Collars Used to Affix Official Tags to the Dog/Cat*

Collars must be made of materials which will not injure the animals and are generally acceptable to pet owners.

Examples of acceptable materials for collars include, but are not limited to:

- leather
- plastic
- metal chains with smooth even-sized links

Examples of unacceptable materials for collars include, but are not limited to:

- wire
- elastic
- sharp metal
- any material that would cause injury or discomfort to the dog/cat

**Official USDA Tattoo**

A research facility may choose to use the official USDA tattoo affixed to a dog or cat when it was received.

[2.38(g)(1)(ii)]

The official tattoo must be listed on all the dog or cat's acquisition and disposition records. [2.38(g)(1) & (2)]

**Microchip**

*Approval [Policy #13]*

The research facility must request and receive approval to use a microchip implant from its Animal Care inspector or appropriate Regional Office.

The research facility should complete a "Request to Use Microchipping as a Method of Identification" sheet (see page 12.6.10) with the following information:

- manufacturer and/or model of the microchip and reader
- location of the microchip on the animals

Note: The placement must be consistent from animal to animal.

- an assurance that the following requirements will be met:
  - ▶ the microchip scanner must be readily available to the APHIS representative
  - ▶ animal identification records must indicate the microchip number, location on the animal, and the name of the microchip manufacturer
  - ▶ any animal with a microchip that goes to another USDA registrant or licensee must have an official tag/tattoo if a compatible scanner is not available at the receiving facility

The Request sheet should be submitted to the appropriate Animal Care inspector or Regional Office.

If you (the inspector) are approving the microchip request, you must:

- review the Request sheet for accuracy and completeness of information
- sign and date the sheet
- send the original sheet to the Regional Office
- give a copy of the signed sheet to the research facility

**Other Forms of  
Identification**

A research facility can develop its own identification system. [2.38(g)(1)(ii)]

*Forms*

The forms of identification which may be used by a research facility are: [2.38(g)(1)(ii)]

- tag
- tattoo
- collar
- microchip [Policy #13]

NOTE: A cage card or a tag on the primary enclosure is not an acceptable form of routine identification.

*Content*

Each dog or cat must be identified with a unique identification, such as:

- a number or numbers
- a letter or combination of letters
- a combination of letters and numbers

The individual dog/cat must be traceable through the records.





## State and Territory Identification Codes National Uniform Tag Code Numbers

Arranged Alphabetically			
Alabama	64	Montana	81
Alaska	96	Nebraska	47
Arizona	86	Nevada	88
Arkansas	71	New Hampshire	12
California	93	New Jersey	22
Colorado	84	New Mexico	85
Connecticut	16	New York	21
Delaware	50	North Carolina	55
Dist. Of Columbia	10	North Dakota	45
Florida	58	Ohio	31
Georgia	57	Oklahoma	73
Guam	97	Oregon	92
Hawaii	95	Pennsylvania	23
Idaho	82	Puerto Rico	94
Illinois	33	Rhode Island	15
Indiana	32	South Carolina	56
Iowa	42	South Dakota	46
Kansas	48	Tennessee	63
Kentucky	61	Texas	74
Louisiana	72	Utah	87
Maine	11	Vermont	13
Maryland	51	Virginia	52
Massachusetts	14	Virgin Islands	98
Michigan	34	Washington	91
Minnesota	41	West Virginia	54
Mississippi	65	Wisconsin	35
Missouri	43	Wyoming	83

Arranged Numerically			
10	Dist. of Columbia	56	South Carolina
11	Maine	57	Georgia
12	New Hampshire	58	Florida
13	Vermont	61	Kentucky
14	Massachusetts	63	Tennessee
15	Rhode Island	64	Alabama
16	Connecticut	65	Mississippi
21	New York	71	Arkansas
22	New Jersey	72	Louisiana
23	Pennsylvania	73	Oklahoma
31	Ohio	74	Texas
32	Indiana	81	Montana
33	Illinois	82	Idaho
34	Michigan	83	Wyoming
35	Wisconsin	84	Colorado
41	Minnesota	85	New Mexico
42	Iowa	86	Arizona
43	Missouri	87	Utah
45	North Dakota	88	Nevada
46	South Dakota	91	Washington
47	Nebraska	95	Oregon
48	Kansas	93	California
50	Delaware	94	Puerto Rico
51	Maryland	95	Hawaii
52	Virginia	96	Alaska
54	West Virginia	97	Guam
55	North Carolina	98	Virgin Islands



## LIST OF COMMERCIAL TAG MANUFACTURERS

### METAL IDENTIFICATION TAGS

Ketchum Manufacturing Company  
1285 Avenue of the Americas  
New York, NY 10019  
646-935-4499

Keyes-Davis Company  
Box 1557  
74 Fourteenth Street  
Battle Creek, MI 49016  
269-962-7505  
fax: 269-962-4411  
[sales@keyesdavis.com](mailto:sales@keyesdavis.com)

National Band & Tag Company  
721 York St.  
PO Box 72430  
Newport, KY 41072-0430  
859-261-2035  
fax: 1-800-261-8247  
[tags@nationalband.com](mailto:tags@nationalband.com)

St. Paul Stamp Works  
87 Empire Drive.  
St. Paul, MN 55103-1856  
651-222-2100  
fax: 651-228-1314  
[spsw@stpstamp.com](mailto:spsw@stpstamp.com)

### PLASTIC IDENTIFICATION BANDS

Hollister Company  
2000 Hollister Drive  
Libertyville, IL 60048  
1-800-323-4060

Products International Company  
2320 West Holly Street  
Phoenix, AZ 85009  
602-257-0141



## **Request to Use Microchipping as a Method of Identification**

(Submit completed form to appropriate regional office)

Name of Business: \_\_\_\_\_ Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

USDA Lic./Reg. Number \_\_\_\_\_ USDA Tattoo# (if any) \_\_\_\_\_

### **Microchip Information:**

Manufacturer and/or Model of Microchip and Reader \_\_\_\_\_

Location of Microchip (For example: left side of neck)  
\_\_\_\_\_

\* The location of the chip must be consistent from animal to animal

### **I accept and understand that:**

- The microchip scanner must be readily available to APHIS officials.
- Animal identification records must indicate the microchip number, the manufacturer of the chip, and the approximate location of the microchip in the animal.
- When sold or given to another regulated facility, animals with a microchip must have an official tag or tattoo if the new facility does not have a compatible scanner.
- APHIS may revoke an approval at any time if the microchipping system is discovered to be ineffective.

Licensee/Registrant Signature \_\_\_\_\_

Date \_\_\_\_\_

Approved by APHIS Official \_\_\_\_\_

Date \_\_\_\_\_

