

<p><b>ACCESS AND INSPECTION OF PROPERTY AND RECORDS</b></p>	<p>Licensee must permit an inspection of his/her facility and/or records by APHIS officials and provide a responsible person to conduct the inspection. [2.126]</p>
<p><b>Criteria</b></p>	<p>Access to conduct an inspection includes:</p> <ul style="list-style-type: none"> <li>• availability of a responsible <b>adult</b></li> <li>• entry into place(s) of business</li> <li>• entry into all areas where regulated animals are housed or handled</li> <li>• entry into all animal areas to search for missing animals</li> <li>• examination or copying of required records</li> <li>• photographing of the facility, property or animals, as the APHIS official deems necessary</li> <li>• documentation of conditions and areas of noncompliance by the taking of photographs or other means</li> <li>• use of a room, table, or other facilities necessary for the examination of the records and inspection of the property and animals and for completion of the inspection report</li> </ul> <p>If the licensee or designated representative denies you (the inspector) entry into the place(s) of business or any animal housing area:</p> <ul style="list-style-type: none"> <li>• document this as a refusal of inspection (see Refusal of Inspection - Section 8.13)</li> <li>• notify your SACS as soon as possible to discuss the incident</li> </ul> <p>If the licensee or designated representative refuses to allow any of the other criteria for access, such as taking of photographs or copying of records:</p> <ul style="list-style-type: none"> <li>• documented this as a noncompliance on the inspection report</li> <li>• notify your SACS as soon as possible to discuss the incident</li> </ul>
<p><b>Interference</b></p>	<p>No one at the facility is allowed to interfere with the inspection</p>

process. You (the inspector) do not have to tolerate abusive, threatening, or violent behavior. All threatening behavior should be

taken seriously and reasonable preventive or precautionary measures should be taken.

Examples of interference include, but are not limited to:

- physical abuse including:
  - pushing
  - shoving
  - hitting
- verbal abuse including:
  - yelling
  - swearing
  - belligerent language meant to:
    - demean
    - intimidate
    - coerce
    - threaten
- harassment (verbal, physical, emotional, sexual)
- assault or threat of an assault

If **anyone** (licensee, employee, relative, etc.) at a facility exhibits threatening behavior, follow the procedures delineated in Section 6.5 - *Workplace Violence*.

DO NOT return to a facility where you have been threatened, assaulted, or abused:

- without appropriate resolution of the incident
- without being accompanied by another APHIS official or law enforcement agent, if appropriate