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BUSINESS INFORMATION	A research facility must furnish to any APHIS official any requested information concerning the facility's business in connection with the enforcement of the AWA, regulations, and standards. [2.38(a)]
Criteria	<p>Examples of the type of business information that may be requested include, but are not limited to:</p> <ul style="list-style-type: none">• hours of business operation• invoices or canceled checks• contracts or grants <p>The request for information:</p> <ul style="list-style-type: none">• may be verbal or in writing• should indicate a deadline for responding• should specify if the response needs to be in writing <p>The information provided must be:</p> <ul style="list-style-type: none">• as specified in the request• furnished within the deadline time

HOLDING FACILITY	A research facility must obtain prior approval for a person to hold animals for it. [2.38(i)]
Criteria	<p>The AC Regional Director may grant approval for a person to hold animals for a research facility if all of the following conditions are met:</p> <ul style="list-style-type: none">• the person agrees in writing to comply with all the AWA regulations and standards [2.38(i)(1)]• the person agrees in writing to allow inspection of his/her premises by an APHIS official(s) during business hours [2.38(i)(1)]• the animals remain under the total control and responsibility of the research facility [2.38(i)(2)]• the Institutional Official agrees, in writing, that the premises is a recognized animal site under the research facility's registration [2.38(i)(3)] <p>APHIS Form 7009 (Request for Approval of a Holding Facility) must be used to request an approval. (see page 4.2.2) [2.38(i)(3)]</p>

Public reporting burden for this collection of information is estimated to average 5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, D.C. 20250, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503

This collection of information is voluntary. However, no facility may become an Approved Holding Facility unless this form has been completed. After inspection this form will be used to approve or disapprove the facility.

U.S. DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

FORM APPROVED OMB NO 0579-0038

REQUEST FOR APPROVAL OF HOLDING FACILITY
(Animal Welfare Act 7 U.S.C. 2131 et seq.)
(TYPE OR PRINT)

1. REQUESTOR'S LICENSE OR REGISTRATION NUMBER

INSTRUCTIONS Submit Completed form with original signatures to APHIS, REAC, Sector Supervisor for your location. Applicant must complete a separate request for each Holding Facility location. Items 8 through 9 must be completed by the operator of the Holding Facility before submitting the form to APHIS, REAC, Sector Supervisor.

REQUESTOR'S CERTIFICATION OF AGREEMENT

2. NAME AND ADDRESS OF REQUESTOR (include Zip Code and telephone number)

I certify that the animals to be held at the Holding Facility identified in item 6 below will remain under my (our) total control and responsibility and will be held in compliance with the Regulations and Standards contained in 9 CFR, Chapter 1, Subchapter A. In the case of a registered research facility, the undersigned Chief Executive Officer (C.E.O.) or Institutional Official (I.O.) in item 3 agrees that the premises identified in item 6 below is a recognized animal site under the research facility registration.

3. SIGNATURE (C.E.O. or I.O. in case of registered research facility)

4. NAME AND TITLE (Type or print)

5. DATE SIGNED

HOLDING FACILITY - CERTIFICATION OF AGREEMENT BY OPERATOR

6. NAME AND ADDRESS OF HOLDING FACILITY (include Zip Code and telephone number)

I agree to comply with the Regulations and Standards contained in 9 CFR, Chapter 1, Subchapter A. I further agree to allow APHIS Officials to inspect my premises for use as a Holding Facility for the Licensee or Registrant identified in item 2 above.

7. SIGNATURE OF OPERATOR (or authorized official)

8. NAME AND TITLE (Type or print)

9. DATE SIGNED

APHIS, REAC, SECTOR SUPERVISOR FOR STATE WHERE HOLDING FACILITY IS LOCATED

APPROVED

DISAPPROVED

COPY OF ANIMAL CARE INSPECTION REPORT ATTACHED (APHIS 7008)

10. SIGNATURE OF APHIS, REAC, SECTOR SUPERVISOR

11. DATE SIGNED

APHIS, REAC, SECTOR SUPERVISOR FOR STATE WHERE REQUESTOR IS LOCATED

APPROVED

DISAPPROVED

12. SIGNATURE OF APHIS, REAC, SECTOR SUPERVISOR

13. DATE SIGNED

APHIS FORM 7009
(AUG 91)

(Replaces VS Form 18-9, (SEP 88), which is obsolete)

HOLDING PERIOD	Live dogs & cats acquired by a research facility from unlicensed or nonexempt sources must be held for the required holding period before being used. [2.38(j)]	
Criteria	Live dogs and cats must be held by a research facility for the time periods listed below:	
	IF the source is	THEN the holding period is
	USDA licensed dealer or exhibitor	none
	a city, county or State operated pound or shelter	none
	a private individual who bred and raised the dog/cat on his/her premise and sells 24 or fewer dogs/cats per year to research facilities	none
	a private individual who bred and raised the dog/cat on his/her premise and sells more than 24 dogs/cats per year to research facilities*	5 full days, not including the day of acquisition and the time in transit
	a private individual who did not breed and raise the dog/cat on his/her premises*	5 full days, not including the day of acquisition and the time in transit
	a private pound, contract pound, or shelter**	5 full days, not including the day of acquisition and the time in transit
	* This person needs a USDA license. You (the inspector) should conduct a search. ** If the pound or shelter is selling or receiving any compensation for the dogs/cats, it needs a USDA license. You (the inspector) should conduct a search.	
	NOTE: A dog or cat suffering from disease, emaciation, or injury may be euthanized prior to completion of the holding period. During the holding period, the dog/cat must be identified with a tag, tattoo, collar or microchip. [2.38(g) & (j)]	

**NON-APHIS
INSPECTION
FOR MISSING
ANIMALS**

A research facility must make its place of business, animals, and records available for the purpose of searching for missing animals.
[2.38(d)]

The animals and records must be available:

- during normal business hours
- upon request by:
 - ▶ police officers
 - ▶ officers of other law enforcement agencies, such as:
 - sheriffs
 - marshals
 - U.S. Fish and Wildlife Service officials
 - Office of Inspector General officials

A research facility is required by the AWA and its regulations to allow police or other law officer(s) access to its place of business if the officer meets all of the following conditions:

- the request for access is made during normal business hours
- the research facility is furnished with a written description of the animal and the name and address of the owner before the search
- the officer complies with routine security measures required by the research facility, such as the use of masks, protective clothing and footwear, to prevent the spread of disease or the escape of any animals

A research facility is **not** required by the AWA to allow access to its place of business by agencies limited to enforcement of local animal regulations, such as:

- humane societies
- court-appointed humane investigators
- animal control officers
- private investigators

**PROCUREMENT
OF ANIMALS**

Dogs, cats and other animals must be procured legally and according to the AWA regulations.

Non-Random Source Dogs & Cats

If a research facility acquires dogs or cats from a person not USDA licensed or registered and which is not a pound or a shelter, then the research facility must obtain a certification that:

[2.35(b)(8)]

- the dogs/cats were born and raised on that person's premises, and
- the person has sold fewer than 25 dogs and/or cats that year for regulated purposes

NOTE: Only one certificate is required for each separate transaction, even if more than one dog/cat is obtained at the time. The animals do not have to be individually listed on the certification statement. However, each animal must be individually listed in the research facility's acquisition records so the animal is traceable back to its source.

Donated Dogs & Cats

An individual may donate his/her dog(s) or cat(s) that was not born and raised on his/her premises to a research facility, for example, if the dog/cat has an unusual medical condition. Donation of an animal is not considered a covered activity.

The research facility must have the required acquisition information for the animal.

A certification statement is not required. However, it is recommended that the research facility obtain one from the owner which may include, but not be limited to:

- name of the donor
- a statement that the dog was voluntarily donated to the research facility
- reason for the donation, e.g., dog/cat has a rare disease
- a statement that the dog/cat was not born and raised on the person's property, if applicable
- date the person obtained the animal, OR

- the length of time the person owned the dog/cat if he/she cannot remember the exact acquisition date

Random Source Dogs & Cats

A research facility obtaining live random source dogs or cats from a dealer must obtain certification that contains the following information: [2.133(b) & (f)] (See Section 4.7)

- name, address, USDA license number and signature of the dealer
- name, address, USDA license number/registration number if applicable, and signature of the recipient
- description of each dog or cat
- the species and breed or type
- the sex
- the date of birth or approximate age
- color and any distinctive markings
- official USDA identification number of the animal
- name and address of the person, pound or shelter from whom the dog/cat was obtained
- an assurance that the person, pound or shelter was notified that the dog/cat might be used for research or educational purposes
- a signed statement by the pound or shelter that all the AWA regulations were met, if applicable

A research facility must **not** obtain live dogs or cats by: [2.38(k)]

- false pretenses
- misrepresentation
- deception
- illegal means, i.e., stolen dogs/cats (see Section 4.8)

**PUBLICATION
OF NAMES**

APHIS will publish a list of registered research facilities in accordance with the provisions of Part 2 in the Federal Register. The list may be obtained from the Animal Care Regional Director.
[2.38(c)]

NOTE: This list may be accessed through the AC website at:
<http://www.aphis.usda.gov/ac>

RANDOM SOURCE DOGS OR CATS	No person may obtain live random source dogs or cats by use of fraudulent methods. [2.38(k)(2)]
	<p>Fraudulent methods of obtaining a random source dog/cat include, but are not limited to:</p> <ul style="list-style-type: none">• false pretenses• misrepresentation• deception• stealing <p>If you (the inspector) are suspicious about the source of the dog/cat, you should:</p> <ul style="list-style-type: none">• obtain the source of the animal• check the certification from the random source dealer, if applicable• collect pertinent information about the dog/cat such as:<ul style="list-style-type: none">▶ date of acquisition▶ breed/type▶ sex▶ age/date of birth▶ identification number from tag, tattoo, microchip, etc.▶ color and markings• check the “Missing Pet Network” website at:<ul style="list-style-type: none">▶ www.aphis.usda.gov/ac▶ www.missingpet.net• conduct a traceback to the listed owner of the animal <p>If you discover that the animal may be a missing or stolen animal, contact your SACS.</p>

**STOLEN
ANIMALS**

No person may obtain, sell, or use a stolen animal for any activity regulated by the Animal Welfare Act. [2.38(k)(3)]

A stolen animal may NOT be:

- acquired
- purchased
- sold
- used for research
- offered for transport
- transported

If you (the inspector) are suspicious about the source of an animal, you should:

- obtain the source of the animal
- collect pertinent information about the animal such as:
 - ▶ date of acquisition
 - ▶ species/breed/type
 - ▶ sex
 - ▶ age/date of birth
 - ▶ identification number from tag, tattoo, microchip, ear tag, etc.
 - ▶ color and markings
- check the “Missing Pet Network” website at:
 - ▶ www.aphis.usda.gov/ac
 - ▶ www.missingpet.net
- conduct a traceback to the original owner of the animal

If you discover that the animal may be a missing or stolen animal, contact your SACS.

