

<p>INSPECTION FREQUENCY</p>	<p>A traveling exhibitor must be inspected frequently enough to ensure the health and well-being of the animals.</p>
<p>Criteria</p>	<p>A traveling exhibitor must be inspected at least twice every calendar year:</p> <ul style="list-style-type: none"> • once at his/her home facility, AND • once on the road <p>A traveling exhibitor's home inspector is responsible for:</p> <ul style="list-style-type: none"> • ensuring that the traveling exhibitor is inspected at least twice a year as required • obtaining an itinerary from the traveling exhibitor • discussing with his/her SACS who will contact the appropriate inspector, if necessary, to conduct the on-the-road inspection • providing the other inspector with the appropriate paperwork, such as: <ul style="list-style-type: none"> ➤ itinerary with dates and location of the exhibit ➤ previous on-the-road inspection ➤ previous home facility inspection, if applicable ➤ other pertinent information by mail, fax, or Laserfiche, including but not limited to: <ul style="list-style-type: none"> <input type="checkbox"/> variances <input type="checkbox"/> memos <input type="checkbox"/> photographs • conducting a reinspection(s) for noncompliances, if possible, or • discussing with his/her SACS how a follow up on-the-road inspection will be conducted <p>If you (the home inspector) have trouble getting an on-the-road inspection, contact your SACS.</p> <p>The inspector conducting the on-the-road inspection is responsible for:</p> <ul style="list-style-type: none"> • sending a copy of the inspection report and itinerary to his/her SACS or Regional Office with the weekly

paperwork

- conducting a reinspection(s) if:
 - a serious or direct NCI was cited, and
 - the exhibitor is still in his/her area
- contacting his/her SACS to help coordinate the follow-up inspection if:
 - a serious or direct NCI was cited, and
 - the exhibitor is moving out of his/her area

NOTE: If you encounter an exhibitor and that exhibitor has been inspected within 90 days and had a clean inspection, you should not conduct an inspection unless you are following up on a complaint or see a “direct” noncompliance.