

ITINERARY	In order for a traveling exhibitor to comply with the requirement of readily available access to the premises, APHIS should be kept apprized of the exhibitor’s location. [2.8, 2.126, Policy #2]
Criteria	<p>An itinerary should be provided to APHIS, Animal Care by an exhibitor who:</p> <ul style="list-style-type: none">• is in continuous travel status• travels only part of the year• takes animals from his/her facility for more than four (4) consecutive days <p>Note: An exhibitor should provide an itinerary for travel of less than 4 days, if requested by APHIS.</p> <p>NOTE: An itinerary is not specifically required by the AWA regulations and standards. Therefore, a lack of an itinerary or incompleteness of an itinerary may not be cited as a stand-alone violation.</p> <p>If the exhibitor is submitting an itinerary, the itinerary should contain the following information (see itinerary form on page 17.3.3):</p> <ul style="list-style-type: none">• dates the exhibitor will be away from home• city and State for all stops, including “lay-overs”• site name or location of all stops, including “lay-overs” <p>The itinerary, if submitted, should:</p> <ul style="list-style-type: none">• be submitted prior to departing the facility to:<ul style="list-style-type: none">➢ the appropriate Regional Office, or➢ the exhibitor’s inspector, AND• be updated as needed <p>The itinerary may be submitted by any of the following methods:</p> <ul style="list-style-type: none">• mailed to the appropriate Regional Office or inspector• faxed to the appropriate Regional Office or inspector• voicemailed to the inspector• e-mailed to the appropriate Regional Office or inspector <p>If you (the inspector) are having difficulty locating an exhibitor for an on-the-road inspection, you should contact your SACS to discuss a course of action.</p>

If you inspect an exhibitor on-the-road who has a noncompliance and will not give you an itinerary for a follow-up inspection, you should contact your SACS.
