

**DEPARTMENT OF CORRECTIONAL SERVICES
DOG UNIT CHECKLIST**



correctional services

Department:
Correctional Services
REPUBLIC OF SOUTH AFRICA

IT IS IMPORTANT TO TAKE NOTE OF THE FOLLOWING WHEN INSPECTING DCS DOG UNITS:

The DCS Dog Unit Checklist has been designed specifically for the inspection of the Department of Correctional Service Dog Units.

When conducting a proactive or reactive inspection at the DCS Dog Unit in your area the Inspector must report directly to the Prison Head to introduce himself and explain the reason for the inspection. If the Prison Head is not available, then the Inspector needs to ask for the Acting Prison Head. Thereafter the Inspector must report to the Unit commander or Kennel Official.

Inspectors must be authorized under the hand of the magistrate of the district, in terms of Section 8(1) of the Animals Protection Act No 71 of 1962, to conduct inspections at the DCS Dog Units.

Before inspecting the kennel facilities, we recommend that the Inspector takes the time to go through the checklist to complete all the relevant information and questions. It is important to note that some of the questions are for your knowledge/observations whilst conducting the inspection.

Upon completion of the checklist, the Inspector will understand the basic layout and operations of the specific DCS Dog Unit and what needs to be inspected. The Inspector must be accompanied by a DCS Official at all times during the inspection. It is not recommended that the Inspector handles the DCS dogs. If handling is required then the DCS Officials should be handling the dogs for safety reasons.

The Inspector must ask to inspect the last DCS Veterinary Inspection Team Report conducted at the Dog Unit. The DCS Veterinary Team Inspection is an internal inspection done by the DCS and is conducted at least once annually. This report states the concerns that were noted at the specific Mounted Unit during the inspection. The Inspector must pay close attention to the DCS Veterinary Report and can then compare their findings with that of the DCS Veterinarian.

Direct contraventions of the Animals Protection Act (APA) must be issued in writing to the DCS Dog Unit in the form of an official written warning. Non-APA contraventions can be pointed out as a separate recommendation. Warnings may only be issued for **direct** contraventions of the Animals Protection Act.

A copy of the warning issued to the DCS Dog Unit must be forwarded to the NSPCA Special Projects Unit for further perusal. The NSPCA Special Projects Unit will forward a copy of the warning to the relevant heads at the DCS for further investigation and perusal.

Please do not hesitate to contact the NSPCA on 011 907 3590 or specialprojects@nspca.co.za for more information or guidance on the inspection of DCS Dog Units.

Presidential Protection Services Dogs	Yes ☒ No
SAPS Dogs	Yes ☒ No

4. WORKING DETAILS OF DOGS

Duty roster available for each dog? (including rest periods)	Yes ☒ No
Length of each shift? 8HR WITH 1HR BREAKS IN BETWEEN	
Traveling time? 20min	
Traveling conditions? i.e. rough terrain, etc 3 Smooth	

5. KENNELS

Number of kennels at the Unit: 5	
Description of kennels: CEMENT STRUCTURE WITH WOODEN KENNEL	
Adequate shelter?	Yes ☒ No
Size of kennels: May not be smaller than 2m x 4m and 1,8m high 3m x 3m x 2.1m	
Condition of kennels: i.e. good, in need of repair, loose wires, broken gate, etc Good	
Maximum time spent in the kennels? 18HRS	
Fence fighting observed?	Yes ☒ No
Description of exercise runs. 2 LARGE OPEN CAMPS WITH TRAINING EQUIPMENT	
Adequate shelter available in the exercise runs?	Yes ☒ No
How often are the dogs allowed into the exercise runs? EVERYDAY	
How many hours are the dogs allowed to spend in the exercise runs? 1 1/2 Hours	

6. HYGIENE

Are the kennels and exercise runs clean?	Yes ☒ No
Cleaning/disinfectant products used? HIBBY SCRUB	
How often are the kennels disinfected? TWICE A WEEK	
Are the dogs removed from the kennels during cleaning?	Yes ☒ No
What measures are in place to control flies & rodents? PEST CONTROL	
Is the grass at the Unit kept short to prevent ticks and snakes?	Yes ☒ No

7. FOOD AND WATER

How often are the dogs fed? ONCE A DAY	
Quantity of food? 600g	
Brands of food used? OLYMPIC	
The general hygiene of food stores? i.e. clean, dirty, smelly, etc	
Is potable water available for all the dogs?	Yes ☒ No
Are there any poisons or dangerous chemicals kept in the feed room?	Yes ☒ No

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8. HEALTH MANAGEMENT	
Dipping bath available?	☒ Yes ☐ No
How often are the dogs dipped?	EVERY 3 weeks
Is the dipping bath in good working order?	☒ Yes ☐ No
Another form of parasite control: i.e. frontline, flea powder, etc	Bravecto
The general condition of dogs: i.e. poor, fair, ☒ good, obese, etc	
Any sick or injured dogs observed?	Yes ☒ No
If yes, provide details?	N/A
Any signs of behavioral problems?	Yes ☒ No
If yes, provide details?	N/A

9. TRANSPORTATION	
Method of transport:	TOYOTA BAKKIE & 6 BERTH TRAILER
The maximum length of time dogs are confined in transport:	20min
Are dogs muzzled during transport?	NO
The general roadworthiness of vehicles:	Good
Are the transport cages/trailers clean?	☒ Yes ☐ No
Are the doors secured to prevent escape or theft?	☒ Yes ☐ No
Do the dogs have enough space to stand, turn and lie down?	☒ Yes ☐ No
Is ventilation suitable?	☒ Yes ☐ No
Is there potential for exhaust fumes entering the dog(s) space?	Yes ☒ No

10. RETIRED DOGS	
What do they do with retired dogs?	VET Recommendation & possibly return to Handler.
Where are they kept?	AT the K9 unit, if returned then AT the Handlers House.
Is a rehoming policy in place?	☒ Yes ☐ No
Are pre- and post-home checks done?	Yes ☒ No
Are all dogs sterilized?	Yes ☒ No

11. PROBLEMS / CONCERNS / COMMENTS	
ALL in ORDER AT the FACILITY. NFA	

Was action taken? i.e. warning, recommendations, education, etc	NO
Follow-up action?	NONE

INSPECTOR: R. Davis SIGNATURE: 

NB! After a Society inspected a DCS Dog unit all inspection reports, including warnings and photos, must be forwarded to the National Council of SPCAs to enable the NSPCA to pursue any contraventions with the relevant Provincial and National Directorate of the DCS.