



LIVESTOCK SHELTER

Basic Protocols



1. Check in with Livestock Shelter Manager.
 - a. If approved to work: **Sign In (Start your 214)**.
 - b. If not approved to work, schedule a future date/time you are available to work with the Shelter Manager.
2. Keep personal items and Sign In Sheets off of Intake Table and store in a designated area, out of public view for safe keeping.
3. Keep Livestock Trailer closed at all times. Lock at night.
4. Walk to check the welfare and water levels of all animals every hour. Document any changes in water, etc., on the **ANIMAL CARE SCHEDULE**.
 - a. Report anything out of the ordinary to your direct supervisor.
 - b. Water should be kept at ½ full at all times.
5. Stallions will NOT be allowed in the Shelter without BCAC approval.
 - a. If allowed;
 - i. Owner will be responsible for care, cleaning, and feeding.
 - ii. If owner is not present, the Shelter Manager will be the **ONLY** person handling the stallion.
 - b. Shelter Manager will set strict guidelines for housing of stallion and any other animals near the stallion.
 - i. Label with signs “DO NOT APPROACH”
 - ii. NO mares within 3 pens, etc.
6. Notify Shelter Manager immediately should you notice any fresh wounds, abnormal behavior, horses lying down for long periods of time, rolling, etc. Shelter Manager will document the problem and address accordingly.
 - i. Any first aid (for scrapes, etc.) must be brought to the Shelter Manager’s attention and, document before and after treatment with photos and on the **Animal Care Schedule**.
 - ii. For any other problems BCAC AND the owner must be notified.
 - iii. Veterinary care will be determined by BCAC or owner.
7. Provide shade for ALL small livestock; fowls, sheep/goats, rabbits, pigs, etc.
8. Check with your direct supervisor for any additional duties as required.



LIVESTOCK SHELTER Feed & water Protocols



DO NOT DEVIATE FROM THESE PROTOCOLS!

- **Do not feed animals anything other than what is being provided to them, either via their owner or BCAC/NVADG.**
 - This includes carrots, watermelon, horse cookies, fresh grass, etc. as we have no idea if an animal has an allergic reaction to a specific food.
 - Feeding one without feeding them all creates a hostile environment with the horses fighting with their neighbor for food.
- 1. Check water and welfare of all animals each hour.
 - a. Empty dirty water buckets and refill to **HALF** full mark with fresh water, or refill water bucket back to half mark and note the time that water was refilled and how much was added. For chickens, fill water containers completely.
 - i. Note everything on **ANIMAL CARE SCHEDULE**
- 2. Pick up any manure off of the ground
 - a. Use blue wheelbarrow for manure only.
 - i. Note everything on **ANIMAL CARE SCHEDULE**
 - ii. This should be done 2 times daily, but can be done more, if time permits, to keep the grounds looking nice in case the media shows up to take pictures.

FEEDING

1. Animals will be fed according to what is on their **ANIMAL CARE SCHEDULE**.
 - a. Feeding 4 times daily
 - b. 8:00am; 12:00pm; 4:00pm 8:00pm
 - c. Put hay in green wheelbarrow and have one person push wheelbarrow while another person feeds the hay to horses to expedite feeding.
2. **STALLIONS will be fed, cleaned, handled by owner or manager approved personnel ONLY!**
3. **NOTE EVERYTHING ON THE ANIMAL CARE SCHEDULE**

June 24, 2014

Don't Forget Personal Hydration!

Report all personal injuries to the Livestock Shelter Manager