|  |
| --- |
| ZAA_Color_Logo2.jpg  |
| ZOOLOGICAL ASSOCIATION OF AMERICA |
| ACCREDITATION APPLICATION |
|  |
|  |
|  |

|  |
| --- |
| *Revised 18 August 2025* |

**Directions for applying for ZAA accreditation**

Submit this application form by email to the ZAA Accreditation Coordinator at **accreditation@zooassociation.org**

After you have submitted this application form the Accreditation Coordinator will contact you and setup a Basecamp Folder for you to upload all your supporting documents for submission, plus any other documentation you feel will be beneficial to your application for ZAA Accreditation.

**Payment Methods:**

1. Mail a check made payable to ZAA for $1,500 ($500 non-refundable accreditation application fee, $1,000 site inspection deposit)

ZAA
11654 Plaza America Drive #309
Reston, VA 20190

2. Credit card

Pay the Application Fee online at **https://members.zooassociation.org/products/accreditation-application-fee**

Pay the Inspection Deposit at **https://members.zooassociation.org/products/accreditation-inspection-deposit**

 **Accreditation Inspection Fees**

You will be billed for the actual accreditation inspection expenses after completion of your accreditation inspection. ZAA will keep your inspection fees as reasonable as possible.

 **Annual Membership Dues**

You will be billed for the annual membership dues following approval of your accreditation.

Questions? Contact the ZAA Accreditation Coordinator at accreditation@zooassociation.org or (941) 621-2021 to be connected with the accreditation coordinator.

Billing category is based on the number of full-time (32+ hours) year round employees:

[ ]  Small Facility (1-5 full-time employees)

[ ]  Medium Facility (6-19 full-time employees)

[ ]  Large Facility (20-59 full-time employees)

[ ]  Macro Facility (60+ full-time employees)

**Facility Information**

Facility Name:
Mailing Address:
City:       State:       Zip:       Country:
Physical address, if different than mailing address:
Phone number:
Website:
Owner/Manager:

Facilities Primary Contact
Name:       Title:
Email:       Phone:

Facilities Billing Contact if different from the Primary Contact
Name:       Title:
Email:       Phone:

Facilities Contact for the accreditation process
Name:       Title:
Email:       Phone:

Person completing application
Name:       Title:       Email:

[ ]  By submitting this application, I acknowledge that the facility will support the mission of ZAA and will abide by all ZAA policies.

[ ]  I have read the ZAA Accreditation Standards

[ ]  The information provided, including application and supplemental documents, is truthful and correct to the best of my knowledge. *If any false information has been submitted, the result will be the loss of membership status.*

Date:

Is the facility open to the public? [ ]  Yes [ ]  No [ ]  By appointment only

Facility hours of operations/open to the public:

Seasonal changes to hours:       Closed months:

**New applicants ONLY:**

How did you hear about ZAA?

Two sponsor letters need to be provided by
*(Must be current ZAA professional members and may not be from the applying facility)*

**Type of Facility** *Check one of the categories below.*

[ ]  **A.** **Accredited Facility:** Exhibits exotic and/or wild animals to the public and has an educational and conservation message. The facility is open to the public with regular hours.

*Check all that apply at your institution.*

|  |  |  |
| --- | --- | --- |
| [ ]  Zoo | [ ]  Aquarium | [ ]  Sanctuary |
| [ ]  Drive-through Park | [ ]  Nature Center | [ ]  Science Center |

[ ]  The animal institution is a small section within much larger non-animal business (ex. hotel, theme park, museum, etc)

[ ]  Educational Outreach Facility (ex. Facility is open by appointment only with staff guided or self-guided tours or is an off-site outreach facility with no public visitation on-site).

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |

[ ]  **B.** **Associated-Accredited Facility:** Propagates exotic/or wild animals for conservation purposes or supplying zoological facilities. No public visitation.

|  |  |  |
| --- | --- | --- |
| [ ]  Wildlife conservation ranch | [ ]  Private breeder  |  |
|  |  |  |

At least one Facility Staff Member must be a ZAA Professional Fellow to apply for ZAA Accreditation and to become a ZAA Accredited Facility. Please List the names of each ZAA member employed by the institution.

Professional Fellow:

Professional Affiliate:

Associate:

**Accreditation Status**

[ ]  New applicant

[ ]  Currently ZAA accredited

Who has administrative authority for the facility?

[ ]  Owner [ ]  Director/CEO [ ]  Board of Directors [ ]  Other

Explain the relationship between the facility and the governing body

List the principals in the company

Is the facility:

[ ]  Owned/operated by a governmental unit?
 [ ]  City [ ]  County [ ]  State [ ]  Federal

[ ]  Not for profit?

[ ]  Part of a larger corporation?

[ ]  On leased property? If yes, when does the lease expire?

List the business name and any DBA’s your facility may have

List all animal businesses conducted under your USDA license. Include business names, locations (physical address) and USDA #

If you have multiple USDA licenses, list the businesses under the other USDA licenses and the USDA #.

List any other animal-related businesses the facility owner owns or operates.

Has the institution had any permits and/or licenses suspended or revoked or been fined?
 [ ]  Yes [ ] No
If yes, briefly explain.

Is the institution compliant with all state, federal, and local ordinances, regulations, laws, permits, and other requirements?
[ ]  Yes [ ] No
If no, briefly explain.

List the mission statement and purpose.

**Animal Collection & Staffing**

Does your facility have Class I Animals?
 Yes       No

If Yes, List the Class I Species:

Total number of employees for total facility:
 Full-time       Part-time       Volunteer

Total number of year-round, full-time (32+ hours) employees for the entire facility

How many staff care for the animal collection?
 Full-time       Part-time       Volunteer/Intern

Name, address, phone number, affiliation (clinic name) of your veterinarian(s) and whether they are staff or contract.

Total acreage of the property

Total acreage currently utilized for the institution

How long has the institution been in existence?

**Information Collected for Statistical and Legislative Purposes**

*This information will be utilized only as collective data. Individual Institution information will not be provided.*

Conservation Support: Total money for conservation programs annually $

List programs/NGO’s supported (including support by monetary, in-kind services, equipment)

Institution’s economic impact

Annual attendance

Total Education programs annually: On-site       Off-site

Total number of individuals impacted by education programs annually

Describe recent or current green initiatives (example: storm water, solar pv, solar thermal, wind, recycling, etc)

List industry publications to which the institution subscribes.

Describe involvement in environmental, educational, or conservation programs.
 **ZAA ACCREDITATION STANDARDS**

*The numbers correspond with the ZAA Accreditation Standards.

Include additional comments and details in the comment box at the end of each section. Please explain all “no” answers in the comment box.*
**1.1 Animal Welfare, Care & Management**

|  |
| --- |
| **1.1.1. Laws and Regulations** |
| **1.1.1.1** | The institution complies with all laws and/or regulations, including those specific to wildlife [ ]  Yes [ ] NoIf no, provide an explanation:      ***Submit your Current USDA License******Submit all Current Local, State, and USFWS Permits*** |
| **1.1.2. General** |
| **1.1.2.1** | Does the institution have an Institutional Animal Collection Plan? [ ]  Yes [ ]  No If not, how does the institution determine long-term planning?       ***Submit your ICP or other long-term planning document****.* |
| **1.1.2.2** | Do you have a written acquisition and disposition policy?  [ ]  Yes [ ]  No***Submit your written acquisition and disposition policy****.* *Policy needs to include a policy on selling animals as pets.* |
| **1.1.2.3** | Does the institution provide appropriate staff access to ZAA standards, professional training and development tools?  [ ]  Yes [ ]  No  |
| **1.1.3. Records** |
| **1.1.3.1** | Describe the zoological records management system for managing animal records, veterinary records, and other relevant information.      Check the followings that are recorded:[ ]  Acquisition/disposition [ ]  Health records [ ]  Specimen identification[ ]  Veterinary care [ ]  Reproductive information [ ]  Necropsy report |
| **1.1.3.2** | Is an animal inventory compiled annually and includes animal acquisitions and disposition information on all animals including, sales, transfers, births, deaths, or introduced to the wild?  [ ]  Yes [ ]  No***Submit your animal inventory*.** *Use the format: Total specimens (male.female.unknown), common name, scientific name. Example: 1.3.2 Addax, Addax nasomaculatus* |
| **1.1.3.3** | Does the inventory include all species owned or on loan to the institution?[ ]  Yes [ ]  No |
| **1.1.3.4** | Are all animals identifiable and have corresponding ID that is tied to the animal’s record? [ ]  Yes [ ] No If no, provide an explanation:      For animals maintained in colonies/groups or other animals not considered readily identifiable, explain how record keeping is maintained.       Which ID methods are utilized:[ ]  Tattoo [ ]  Tag [ ]  Photo [ ] Transponder ID [ ]  Leg band [ ]  Ear notches [ ]  Other       |
| **1.1.3.5** | Animal records, including medical, research, legal transfer, transport, title, permitting information and veterinary records, are kept current and in: [ ]  electronic form [ ]  paper form.Describe backup system       Are records kept current?  [ ]  Yes [ ]  No |
| **1.1.3.6** | Which staff member is designated as being responsible for the institution’s zoological records management system? Name       Title      Is training provided for all staff who record data directly into the institution’s zoological record keeping system to ensure consistent data access, entry, and management?  [ ]  Yes [ ]  NoDescribe training provided for staff.       |
| **1.1.3.7** | When a specimen is transferred to another institution, is all data for that animal, including any historical data from previous holding institutions, transferred with the animal.  [ ]  Yes [ ]  No |
| **1.1.3.8** | For ZAA Animal Management Plan (AMP) species, does your institution submit all data to the AMP studbook keeper and AMP Coordinator?  [ ]  Yes [ ]  No |
| **1.1.4. Animal Welfare** |
| **1.1.4.1** | Are all animals maintained in safe and sanitary conditions and not in a manner which results in neglect, maltreatment, or threat to public safety? [ ]  Yes [ ]  No |
| **1.1.4.2** | Does the applicant have a process for assessing animal welfare and wellness? [ ]  Yes [ ]  No***Submit your Animal Welfare Assessment Program.*** |
| **1.1.4.3** | Are animals’ areas, enclosures and holding areas safe, well maintained, and of a size and complexity to provide for the animal’s physical, social, and psychological well-being?  [ ]  Yes [ ]  No |
| **1.1.4.4** | Are all animals housed in appropriate groupings which meet their social and welfare needs? [ ]  Yes [ ]  No |
| **1.1.4.5** | Are the animals’ provided appropriate shelters for protection from excessive heat, cold, or other conditions clearly known to be detrimental to the animals’ health and welfare? [ ]  Yes [ ]  No |
| **1.1.4.6** | Describe the process for identifying, communicating, and addressing animal welfare concerns with staff.      ***Submit your Animal Welfare Concern Reporting Policy.*** |
| **1.1.4.7** | Describe the program for monitoring water quality for aquarium fish and marine mammals.     Is there a written record to document long-term water quality results? [ ]  Yes [ ]  No***Submit your Water Quality Monitoring Policy for Aquatic Species.*** |
| **1.1.4.8** | Are critical life-support systems for the animal collection equipped with:Warning mechanism  [ ]  Yes [ ]  NoEmergency backup system [ ]  Yes [ ]  NoAre the systems tested periodically?  [ ]  Yes [ ]  No |
| **1.1.4.9** | For animals housed in long-term or permanently in indoor facilities, is appropriate UV spectrum provided? [ ]  Yes [ ]  No |
| **1.1.4.10** | Is sufficient shade provided by natural or artificial means to allow all animals kept outdoors to be protected from direct sunlight? [ ]  Yes [ ]  No |
| **1.1.4.11** | Are clean water sources and clean drinking water provided daily? [ ]  Yes [ ]  NoIf no, explain       |
| **1.1.4.12** | Do habitats provide drainage for surface water and runoff? [ ]  Yes [ ]  No |
| **1.1.4.13** | Does the institution meet the ZAA standards for elephant care and management?[ ]  Yes [ ]  No [ ] n/a |
| **1.1.4.14** | Are all animals well cared for and managed with optimum welfare in mind? [ ]  Yes [ ]  No |
| **1.1.4.15** | Are all animal transports conducted in a manner that is safe, well-coordinated and implemented, minimizing risk to the animals, staff and public?  [ ]  Yes [ ]  NoAre all applicable laws and regulations followed?  [ ]  Yes [ ]  No |
| **1.1.5 Contact Areas & Temporary, Seasonal, or Traveling Live Animal Exhibits** |
| **1.1.5.1** | When in operation, are animal contact areas (petting zoos, touch tanks, etc.) supervised by qualified staff? [ ]  Yes [ ]  No [ ]  N/A |
| **1.1.5.2** | Animals that are in temporary, seasonal, and traveling live animal exhibits, programs, or presentations (regardless of ownership or contractual arrangements) are presented and maintained at the equivalent level of care as the institution’s permanent resident animals? [ ]  Yes [ ]  No |
| **1.1.6 Enrichment and Husbandry Training** |
| **1.1.6.1** | Does the institution have an animal enrichment program that is maintained and documented which enhances the overall health and well-being of the animals?  [ ]  Yes [ ]  No***Submit your Animal Enrichment Program.*** |
| **1.1.6.2** | Does the institution have an animal training program that is maintained and documented which enhances the overall health and well-being of the animals?[ ]  Yes [ ]  No***Submit your Animal Training Program.*** |
| **1.1.7 Marine Mammal Care** |
| **1.1.7.1** | Does the institution employ a veterinarian on sire or have a contracted veterinarian within a reasonable distance from the facility for the veterinary care of the marine mammals (cetacean, pinniped, and sirenian)? [ ]  Yes [ ]  No[ ]  Veterinarian *(staff)* on site[ ]  Contracted veterinarian within a reasonable distance from the facility? |
| **1.1.7.2** | Do the environmental conditions for marine mammals promote positive health and welfare? [ ]  Yes [ ]  NoAre animals protected from environmental conditions that may be unsuitable for them? [ ]  Yes [ ]  NoIs adequate lighting and air quality provided in indoor exhibits, holding areas, stalls, and dens? [ ]  Yes [ ]  No |
| **1.1.7.3** | Do species-specific needs dictate the size and architecture of the habitat required to enhance the animal’s physical, psychological, and behavioral well-being? [ ]  Yes [ ]  No |
| **1.1.7.4** | Do pool sizes satisfy the needs of the marine mammals for physical exercise, opportunity to engage in natural behaviors and constructive social interaction?[ ]  Yes [ ]  No |
| **1.1.7.5** | Does the pool surface area, volume and depth meet or exceed minimum requirements according to the USDA/APHIS 9CFR Ch. 1 § 3.104 Marine Mammal Space Requirements? [ ]  Yes [ ]  No |
| **1.1.7.6** | Are there separate accommodations for pregnant and/or parent/offspring marine mammals? [ ]  Yes [ ]  No |
| **1.1.7.7** | For gregarious marine mammals, are the animals only isolated when strictly necessary? [ ]  Yes [ ]  No During separation are they provided appropriate accommodations and enrichment? [ ]  Yes [ ]  NoIs there a policy for isolating social marine mammals?[ ]  Yes [ ]  No***Submit your Policy for Marine Mammal Isolation.*** |
| **1.1.7.8** | Does the primary pool have a dry working area for conducting training and/or veterinary procedures? [ ]  Yes [ ]  No |
| **1.1.7.9** | Is there at least one lifting platform or alternative way to approach a sick, newborn or young cetacean when needed? [ ]  Yes [ ]  No |
| **1.1.7.10** | Do pinnipeds always have access to both water and land, unless under treatment or observation approved by a veterinarian? [ ]  Yes [ ]  No |
| **1.1.7.11** | For enclosures housing multiple mature male pinnipeds, are there separate areas with sufficient visual barriers (example: fences, gates, rock work) to provide relief from aggression? [ ]  Yes [ ]  No |
| **1.1.8 Commercial Collectors** |
| **1.1.8.1** | Does the institution make a good faith effort to determine that commercial collectors are properly permitted to conduct legal collections of animals (including aquatic animals) and the collection is done in a sustainable manner? [ ]  Yes [ ]  No [ ]  N/A  |
| **1.1.9 Public Contact Animals** |
|  | Does the institution use public contact animals? [ ]  Yes [ ]  No*If no, skip to next section.* |
| **1.1.9.1** | Does the institution evaluate all animals that will be used for contact with the public for appropriateness to ensure compatibility with the intended program/encounter? [ ]  Yes [ ]  NoAll animals intended contact with the public are exhibited in a manner that prevents injuries to the public and the wildlife? [ ]  Yes [ ]  NoDoes Class I wildlife come into physical contact with the public? [ ]  Yes [ ]  NoIs the physical contact in accordance with ZAA Standards for Public Contact with Class I Wildlife?  [ ]  Yes [ ]  No |
| **1.1.9.2** | Does the institution take reasonable sanitary precautions to minimize the likelihood of disease or parasite transmission? [ ]  Yes [ ]  No |

Additional comments on Animal Welfare, Care and Management

**1.2 Veterinary Care**

|  |
| --- |
| **1.2.1 Veterinary Care Program** |
| **1.2.1.1** | Does the facility refer to the Guidelines for Zoo and Aquarium Veterinary Medical Programs and Veterinary Hospitals and the policies developed or supported by the American Associate of Zoo Veterinarians and AVMA?  [ ]  Yes [ ]  No |
| **1.2.1.2** | Does the institution have a written Program of Veterinary Care (PVC)?  [ ]  Yes [ ]  NoDoes the PVC include:[ ] Preventative medicine schedule[ ] Vaccines[ ] Parasite exam[ ] Routine exams***Submit your USDA Program of Veterinary Care or similar Preventative Medicine Program*** |
| **1.2.1.3** | Does the institution have a plan that outlines steps to be taken to protect the animals during periodic disease outbreaks in the wild or other domestic of exotic animal populations (example: Avian Influenza, Eastern Equine Encephalitis Virus, etc.)? [ ]  Yes [ ]  No |
| **1.2.1.4** | Are complete medical records maintained on all animals in the collection? [ ]  Yes [ ]  No |
| **1.2.1.5** | Does the institution have a written Program of Psychological Wellbeing for any singly housed primates and/or behaviorally compromised primates? [ ]  Yes [ ]  No***Submit your Program of Psychological Wellbeing for singly housed primates*** |
| **1.2.2 Staff and Facilities** |
| **1.2.2.1** | Does the institution employ a full-time *(staff)* licensed veterinarian (with zoo animal experience or in collaboration with an experienced zoo veterinarian) or contracts a licensed veterinarian with zoo animal experience to serve as the veterinarian for the animal collection? [ ]  Yes [ ]  No |
| **1.2.2.2** | Does the institution have a trained staff member to aid in the day-to-day animal health observations and routine care? [ ]  Yes [ ]  No |
| **1.2.2.3** | Does the institution have a clear plan for communication with the veterinarian on medical concerns and daily observations? [ ]  Yes [ ]  No |
| **1.2.2.4** | Does the institution have a designated area on site, or access to an offsite area for minor/major veterinary procedures? [ ]  Yes [ ]  No |
| **1.2.2.5** | Can the facility safely transport the animals to a local veterinary clinic for exam/surgery, if needed? [ ]  Yes [ ]  No |
| **1.2.3 Pharmaceuticals** |
| **1.2.3.1** | Is the institution’s contracted veterinarian responsible for prescribing or coordinating the prescription, storage, distribution and use of all animal prescription drugs in a fashion that complies with all applicable laws and regulations? [ ]  Yes [ ]  No |
| **1.2.3.2** | Are written protocols available to animal care staff for the use of prescribed animal drugs? [ ]  Yes [ ]  No***Submit your Protocol for Staff Use of Prescribed Drugs*** |
| **1.2.3.3** | Are controlled drugs stored in an appropriate secured locked container? [ ]  Yes [ ]  No |
| **1.2.3.4** | Do trained emergency capture personnel have access to appropriate chemical immobilization drugs at all times? [ ]  Yes [ ]  No |
| **1.2.4 Equipment** |
| **1.2.4.1** | Is capture equipment, including remote drug delivery systems, in working order and available to authorized, trained personnel at all times? [ ]  Yes [ ]  No |
| **1.2.4.2** | Are emergency drug doses available for all dangerous animals in the collection?  [ ]  Yes [ ]  No |
| **1.2.4.3** | Does the institution have access to needed diagnostic, monitoring, lab, and radiographic equipment or have access to such services? [ ]  Yes [ ]  No |
| **1.2.5 Preventable Medicine** |
| **1.2.5.1** | Does the preventative medicine program document the frequency of the physical examinations, vaccinations, and deworming program? [ ]  Yes [ ]  No |
| **1.2.5.2** | Are animal care staff trained to assess animal welfare, normal and abnormal behavior, and have knowledge of the animal’s natural history, diets, and restraint procedures required for the overall welfare of the animals under their care? [ ]  Yes [ ]  No |
| **1.2.6 Nutrition** |
| **1.2.6.1** | Does animal food preparation and storage areas meet all applicable state, federal and local laws and/or regulations?  [ ]  Yes [ ]  No |
| **1.2.6.2** | Does the institution follow a written nutrition program, including quality and quantity that meets the behavioral and nutritional needs for all animals in the collection? [ ]  Yes [ ]  No |
| **1.2.6.3** | Is animal food and human food stored in different locations (refrigerators, freezers, etc.)?  [ ]  Yes [ ]  No |
| **1.2.6.4** | Does the facility identify, research and review all browse plants for safety prior to use for diet or enrichment? [ ]  Yes [ ]  No |
| **1.2.6.5** | Does the facility have a written record of all browse plants approved for animals in the collection? [ ]  Yes [ ]  No |
| **1.2.6.6** | Does the institution regularly inspect for potential toxic plant risk and exposure near an animal habitat? [ ]  Yes [ ]  NoIs staff trained to recognize all potential risks? [ ]  Yes [ ]  No |
| **1.2.7 Quarantine** |
| **1.2.7.1** | Does the institution have holding facilities, isolation facilities, and procedures for the quarantine of newly arrived animals as well as the treatment of sick or injured animals? [ ]  Yes [ ]  No |
| **1.2.7.2** | Are all staff working with quarantined animals familiar with the written quarantine procedures? [ ]  Yes [ ]  No***Submit your Quarantine Procedures*** |
| **1.2.7.3** | Are quarantine, hospital, and isolation areas in compliance with the standards/guidelines contained within the Guidelines for Zoos and Aquarium Veterinary Medical Programs and Veterinary Hospitals developed by the AAZV? [ ]  Yes [ ]  No |
| **1.2.8 Pest Control** |
| **1.2.8.1** | Is pest control documented and managed in a manner that the animals, staff, public and wildlife are not threatened by the pest, contamination from the pest, or the control method used? [ ]  Yes [ ]  NoDo methods comply with all state, federal and local laws and regulations while not threatening the health and wellbeing of the animals, staff and/or visitors? [ ]  Yes [ ]  No |
| **1.2.9 Necropsy** |
| **1.2.9.1** | Are deceased animals necropsied to determine the cause of death for tracking morbidity and mortality trends to strengthen the program of veterinary care and the animal care of the collection? [ ]  Yes [ ]  No |
| **1.2.9.2** | Are necropsies performed in an area and in a manner that minimizes disease exposure to animal collection, staff, and visitors? [ ]  Yes [ ]  No |
| **1.2.9.3** | Are animal remains stored and disposed of in accordance with all applicable state, federal, and local laws and regulations?  [ ]  Yes [ ]  No |
| **1.2.10 Euthanasia Policy** |
| **1.2.10.1** | Does the institution follow the AVMA or AAZV guidelines for the Euthanasia of Animals? [ ]  Yes [ ]  No |

Additional comments on Veterinary Care

**1.3 Conservation**

|  |
| --- |
| **1.3.1 Conservation Program** |
| **1.1** | Does the institution participate in and contribute to a local, regional or international wildlife conservation program as well as monitor the impact of the effort on that program? [ ]  Yes [ ]  NoDoes the facility demonstrate conservation practices, such as in situ conservation efforts, natural resource conservation efforts and sustainability/green practices, and conservation education and advocacy programs? [ ]  Yes [ ]  No |
| **1.3.2 AMP Participation/Support** |
| 2.1 | Does the facility currently participate in any of the AMP programs in which the facility holds those species?  [ ]  African Penguin  [ ]  Cheetah [ ]  Southern White Rhino  [ ]  Mandrill [ ]  Schmidt’s Guenon  [ ]  Giraffe [ ]  Fishing Cat [ ]  Lar Gibbon [ ]  Ruffed Lemur [ ]  Bongo [ ]  Lion [ ]  Clouded Leopard |

Additional comments on Conservation

**1.4 Education and Interpretation**

|  |
| --- |
| **1.4.1 General** |
|  | Does the institution offer education programs for visitors? [ ]  On-site [ ]  Off-site [ ]  N/AWho performs the presentations (owner, paid staff, volunteers) and how are they trained?      |
| **1.4.1.1** | Is education and conservation a key component of the facility’s mission and goals?  [ ]  Yes [ ]  No |
| **1.4.1.2** | Does the institution have a written education plan that includes goals and objectives?  [ ]  Yes [ ]  NoDo graphics, signage and AV technology support the educational mission of the facility? [ ]  Yes [ ]  No***Submit your Education Plan*** |
| **1.4.1.3** | Does the facility make efforts to research, evaluate and implement scientific studies that pertain to the animals in the collection as well as the education and conservation work you are providing? [ ]  Yes [ ]  NoDoes the facility measure and evaluate the efficacy of graphics and programs for modifications needed to better serve the facility’s animals, conservation and/or education messaging?  [ ]  Yes [ ]  No |

|  |
| --- |
| **1.4.2 Ambassador and Education Animals** |
| **1.4.2.1** | Are ambassadors and education animals used for on-site and off-site programs? [ ]  Yes [ ]  No***If yes, submit your Animal Ambassador Policy for on-site and off-site use of the animals***Does the Animal Ambassador Policy have a written biosecurity protocol for animals used off-site that protects the rest of the animals at the facility from exposure to infectious agents? [ ]  Yes [ ]  No  |
| **1.4.2.2** | Is education, conservation, and welfare messages an integral component of all programs and encounters? [ ]  Yes [ ]  No |
| **1.4.2.3** | Does the facility always ensure animal ambassador safety and welfare? [ ]  Yes [ ]  No Does facility staff assigned to handle animal ambassadors trained in animal handling protocols? [ ]  Yes [ ]  No |
| **1.4.2.4** | Are animals that are used in animal ambassador and education programs presented and maintained at the same level of care as the facility’s static animal collection? [ ]  Yes [ ]  No |
| **1.4.2.5** | Are animals that are used in animal ambassador and education programs maintained in appropriate housing that meets their physical, social, and psychological needs? [ ]  Yes [ ]  No |
| **1.4.2.6** | Does the Animal Ambassador Policy include a limit to the amount of time each animal is engaged in an animal ambassador or education program?[ ]  Yes [ ]  No |

     Additional comments on Education and Interpretation

**1.5 Physical Facilities**

|  |
| --- |
| **1.5.1 Housekeeping, Improvements, and Maintenance** |
| **1.5.1.1** | Is good housekeeping regularly practiced? [ ]  Yes [ ]  No |
| **1.5.1.2** | Does the institution have a preventative maintenance program which outlines how the institution identifies and addresses maintenance, and a schedule including corrective maintenance and improvements?  [ ]  Yes [ ]  No |
| **1.5.2 Equipment** |
| **1.5.2.1** | Is all mechanical equipment kept in working order? [ ]  Yes [ ]  No |
| **1.5.2.2** | Does the institution have a policy for the systems and methods of fire protection and security, including routine maintenance and safety checks? [ ]  Yes [ ]  No |
| **1.5.3 Animal Enclosures** |
| **1.5.3.1** | Is lighting sufficient in all indoor facilities, including indoor night houses and exhibits with a means of emergency lighting where needed? [ ]  Yes [ ]  No |
| **1.5.3.2** | Is ventilation sufficient in all indoor facilities, including animal holding, to minimize odor and provide air exchange? [ ]  Yes [ ]  No |
| **1.5.3.3** | Is protection from excessive heat or cold and availability of sufficient shade and shelter provided for the welfare and comfort of the animals? [ ]  Yes [ ]  No |
| **1.5.4 Public Areas** |
| **1.5.4.1** | Is adequate lighting provided in public areas and buildings? [ ]  Yes [ ]  No |
| **1.5.4.2** | Are public areas free of debris, well maintained and free of hazards? [ ]  Yes [ ]  No |

Additional comments on Physical Facilities

**1.6 Safety & Security**

|  |
| --- |
| **1.6.1 Safety & Security** |
| **1.6.1.1** | Is the institution in compliance with all applicable laws and regulations regarding employee and volunteer training for safety in the workplace? [ ]  Yes [ ]  No |
| **1.6.1.2** | Does the institution have an appropriate occupational health and safety program? [ ]  Yes [ ]  No |
| **1.6.1.2.1** | Does the institution have protocols to minimize transference of zoonotic disease to/from animals and staff or visitors? [ ]  Yes [ ]  NoDoes the institution provide training on protocols and methods to minimize the risk of zoonotic disease? [ ]  Yes [ ]  No***Submit your Zoonotic Disease Policy*** |
| **1.6.1.3** | Are staff working with toxic/hazardous materials trained in the proper handling, labeling, and storage of those materials per state, federal, and local laws and regulations? [ ]  Yes [ ]  No |
| **1.6.1.4**  | Are flammable materials properly labeled and stored? [ ]  Yes [ ]  No |
| **1.6.1.5** | Are Safety Data Sheets easily accessible to staff (paper or electronically) per state, federal, and local laws and regulations? [ ]  Yes [ ]  No |
| **1.6.1.6** | Does the institution have safety procedures that are in place for visitors? [ ]  Yes [ ]  No[ ]  Emergency evacuation[ ]  First aid stations[ ]  Sanitation device or wash sink in animal contact areas |
| **1.6.1.7** | Does the facility have security protocols applicable for the size and nature of the facility (example: monitored camera surveillance, live-on property management, staff or contracted security personnel.)? [ ]  Yes [ ]  NoAre staff and/or security personnel trained to respond to respective zoological emergencies?[ ]  Yes [ ]  No |
| **1.6.2 Emergency Procedures** |
| **1.6.2.1** | Does the institution involve local law enforcement and other emergency agencies with planning, drills, and training? [ ]  Yes [ ]  No |
| **1.6.2.2** | Are emergency drills and training conducted, recorded, and evaluated on a regular basis? [ ]  Yes [ ]  NoAre the drills occurring at a minimum of one time per year?[ ]  Yes [ ]  NoCheck the drill topics covered:[ ]  Fire[ ]  Environmental emergency appropriate to the region[ ]  Injury to visitor or staff[ ]  Animal escape (at least annually)[ ]  Venomous animal bite [ ]  N/A[ ]  Emergency evacuation of guests [ ]  N/A[ ]  Diver extraction drill (at least annually) [ ]  N/A |
| **1.6.2.3** | Does the institution have appropriate emergency supplies, written protocols and staff training for emergency situations? [ ]  Yes [ ]  No***Submit your Emergency Protocol*** |
| **1.6.2.3.1** | Are appropriate alarms and fire extinguishers readily available? [ ]  Yes [ ]  NoIs training provided to appropriate staff? [ ]  Yes [ ]  No |
| **1.6.2.3.2** | Does the institution have a written plan for first aid and other various health emergencies? [ ]  Yes [ ]  No***Submit your First Aid Plan*** |
| **1.6.2.4** | Does the institution have a communication system that can be quickly accessed in the case of an emergency? [ ]  Yes [ ]  No |
| **1.6.3 Facilities/Animal Exhibits** |
| **1.6.3.1** | Are all animal habitats and holding areas secured to prevent unintentional animal egress? [ ]  Yes [ ]  No |
| **1.6.3.1.1** | Are shift doors, gates, human access doors, double-door safe entry systems, habitat barrier dimensions and construction, and locking/latching mechanisms are present and in good condition? [ ]  Yes [ ]  No |
| **1.6.3.2** | Are habitat service areas safely lighted, free of debris and other hazards and provide space to allow for safe servicing by personnel? [ ]  Yes [ ]  No |
| **1.6.3.3** | Does the institution have free-roaming animals (i.e. peacocks, guineafowls etc. free-roaming on zoo grounds) that can be in contact with the public? [ ]  Yes [ ]  NoIf yes, are the animals carefully monitored, and welfare assessed?[ ]  Yes [ ]  No |
| **1.6.3.4** | Is electrical service in all wet environments, aquatic exhibits, and associated service areas equipped with ground fault circuit interrupters (GFI)? [ ]  Yes [ ]  No |
| **1.6.3.5** | Are public access areas and doors unobstructed and meet all applicable laws and regulations? [ ]  Yes [ ]  No |
| **1.6.3.6** | Are barriers of sufficient strength and design to prevent public entry into animal habitats or holding areas and to protect the animals, personnel, and public from injury? [ ]  Yes [ ]  No |
| **1.6.3.7** | Are animal habitats sufficiently strong and structurally designed to prevent escape and to protect the animal, personnel, and public from injury? [ ]  Yes [ ]  No |
| **1.6.3.8** | Is sanitation, water and waste disposal in accordance with all applicable laws and regulations? [ ]  Yes [ ]  No |
| **1.6.3.9** | Does the facility observe safe electric delivery practices (i.e. circuits are not overloaded; electricity is hardwired as opposed to the use of permanent stringing of extension cords)? [ ]  Yes [ ]  No |
| **1.6.4 Risk Management** |
| **1.6.4.1** | Does the institution have a written protocol for the review of and response to potential risks, as appropriate to the size and location? [ ]  Yes [ ]  No |
| **1.6.4.2** | Does the institution have a written protocol for staff contact with Class I animals? [ ]  Yes [ ]  No  |
| **1.6.5 Potentially Dangerous and Venomous Animals** |
|  | Does the facility have venomous animals? [ ]  Yes [ ]  No Does the facility have dangerous animals? [ ]  Yes [ ]  No  |
| **1.6.5.1** | Does the facility have an anti-venom plan that includes availability, location, and administration information for antivenin? [ ]  Yes [ ]  No ***Attach Anti-venom Plan*** |
| **1.6.5.2** | Does staff working in venomous animal areas know the antivenin’s location?  [ ]  Yes [ ]  NoIs an individual responsible for the inventory, disposal/replacement, and storage of antivenin? [ ]  Yes [ ]  No Name of individual and Title       |
| **1.6.5.2.1** | Does the facility ensure that appropriate antivenins are available locally for all venomous species maintained at the facility?  [ ]  Yes [ ]  NoDoes the institution rely on the antivenin supply at local hospitals and treatment facilities? [ ]  Yes [ ]  NoIs yes, does the institution guarantee these inventories are maintained adequately?  [ ]  Yes [ ]  NoAre the arrangements with the local hospital formally documented? [ ]  Yes [ ]  No |
| **1.6.5.3** | Does the facility have appropriate safety policies and protocols in place to prevent unintentional encounters with the facility’s dangerous animals? [ ]  Yes [ ]  No |
| **1.6.5.3.1** | Are appropriate emergency protocols in place to respond to an unintentional dangerous animal encounter resulting in an injury to a human? [ ]  Yes [ ]  No |
| **1.6.5.3.2** | Does the facility document and evaluate unintentional dangerous animal encounter incidences to avoid similar future incidences? [ ]  Yes [ ]  No***Submit your Incident Reporting Policy*** |
| **1.6.5.4** | Are all areas housing venomous animals or animals which pose a serious threat or catastrophic injury and/or death equipped with either appropriate alarm systems and/or have protocols and procedures in place to notify staff in the event of an accidental escape and/or injury? [ ]  Yes [ ]  No |
| **1.6.6 Security/Firearms** |
| **1.6.6.1** | Does the facility have adequate security protocols in place.  [ ]  Yes [ ]  No |
| **1.6.6.2** | Are firearms stored in a locked cabinet or room of sufficient construction and design to impede unauthorized entry to the firearms and limit access to only trained firearms personnel?  [ ]  Yes [ ]  No |
| **1.6.6.3** | Does the facility have a recapture and immobilization protocol for escaped animals?[ ]  Yes [ ]  NoIs the protocol reviewed by the Veterinarian and/or firearms instructor/expert?[ ]  Yes [ ]  No |
| **1.6.6.3.1** | Does the facility have the appropriate drugs and equipment to deliver said drugs?[ ]  Yes [ ]  No Are drugs available and specified for the species at the facility?[ ]  Yes [ ]  No Are the drugs available recommended by the veterinarian?[ ]  Yes [ ]  No Is the staff that is designated to assist in the delivery of immobilization drugs identified?[ ]  Yes [ ]  No Is the staff that is designated to assist in the delivery of immobilization drugs trained and practice at least once a year?[ ]  Yes [ ]  No  |
| **1.6.6.3.2** | Does the facility have an onsite firearms team?[ ]  Yes [ ]  NoDoes the facility firearms team have documented training as recommended by a firearms instructor/expert?[ ]  Yes [ ]  NoIs the proper caliber of ammunition specified for each species at the facility as recommended by the firearms instructor/expert?[ ]  Yes [ ]  NoDoes the facility utilize local law enforcement as their firearms team?[ ]  Yes [ ]  No |
| **1.6.6.3.3** | Is the facility’s firearms team documented and known to the Animal Management Team?[ ]  Yes [ ]  No |
| **1.6.6.4** | Does the facility’s director or designee review the recapture plan to ensure that it follows all local, state, and federal laws?[ ]  Yes [ ]  NoDoes the veterinarian review and confirm that the recapture plan meets the AVMA Standards?[ ]  Yes [ ]  No |
| **1.6.7 Diving** |
|  | Does your institution utilize underwater diving with compressed air (ex. SCUBA), surface supplied air (ex. Hookah), and/or breath-hold diving (ex. Snorkeling) as part regular operations and/or maintenance? [ ]  Yes [ ]  No***If no, skip to section 1.6.8*** |
| **1.6.7.1** | Does the institution meet all minimal federal, state, and local operational safety standards and laws as mandated by OSHA or equivalent organization in their location?  [ ]  Yes [ ]  No |
| **1.6.7.2** | Has a dive safety officer/coordinator with the dive credentials and experience applicable to the respective diving environment been appointed? [ ]  Yes [ ]  No |
| **1.6.7.2.1** | Has a dive Safety Officer (DSO) been designated for those facilities with large volume/depth of water and/or high frequency of diving?[ ]  Yes [ ]  No |
| **1.6.7.3** | Does the institution have a dive manual that includes a section on diving safety? [ ]  Yes [ ]  NoDoes the manual include an emergency extraction plan for each habitat into which divers enter? [ ]  Yes [ ]  NoAre all divers trained in the emergency procedures associated with habitats/pools/animals in which they dive? [ ]  Yes [ ]  No |
| **1.6.7.4** | Is at least one documented live-action emergency dive safety drill held annually?  [ ]  Yes [ ]  NoAre drill participants from all departments involved with diving and emergency response?  [ ]  Yes [ ]  No |
| **1.6.7.5** | Does the institution have a written emergency plan for diving-related emergencies? [ ]  Yes [ ]  NoAre risk assessment, training and drills conducted regularly and updated and documented accordingly? [ ]  Yes [ ]  No |
| **1.6.8 Perimeter Fence** |
| **1.6.8.1** | Is the facility enclosed with a perimeter fence?[ ]  Yes [ ]  NoIs the perimeter fence constructed so that it restricts animals and unauthorized persons on the outside from going through or under the fence and having contact with the animals inside the facility?[ ]  Yes [ ]  No |
| **1.6.8.2** | Is the perimeter fence separate from all animal habitats or other animal areas by at least three feet? [ ]  Yes [ ]  NoIs the perimeter fence of sound quality and construction? [ ]  Yes [ ]  No |
| **1.6.8.2.1** | Does the facility have sections of the perimeter fence that also serve as the containment fence?[ ]  Yes [ ]  No If yes, does the institution have written exemptions from the USDA?[ ]  Yes [ ]  No |
| **1.6.8.2.2** | If your facility houses only Class II & III animals, is your perimeter fence no less than six feet in high?[ ]  Yes [ ]  No  |
| **1.6.8.2.3** | If your facility houses Class I Animals, is your perimeter fence no less than eight feet in height and constructed of not less than 11 ½ gauge chain link or equivalent material?[ ]  Yes [ ]  No |
| **1.6.8.2.4** | In lieu of a fence, does the terrain surrounding the facility act as a viable perimeter barrier? [ ]  Yes [ ]  No [ ]  N/ADoes your facility have a USDA exemption for this?[ ]  Yes [ ]  NoDoes your facility have ZAA Approval for this?[ ]  Yes [ ]  No |
| **1.6.8.2.5** | Is the institution entirely enclosed within a building? [ ]  Yes [ ]  No |

Additional comments on Safety & Security

**1.7 Governing Authority**

|  |
| --- |
| **1.7.1 General** |
| **1.7.1.1** | Is the institution privately owned? [ ]  Yes [ ]  NoIf yes, does the institution have a written contingency and/or succession plan, for both management and financing, in place and shared with the leadership team in the event of the death or incapacitation of the owner(s)? [ ]  Yes [ ]  NoDescribe provisions in place for the care of the collection beyond the current owner’s life.      |
| **1.7.1.2** | Is the governing body of the institution supportive and in agreement with ZAA goals and objectives? [ ]  Yes [ ]  No |
| **1.7.1.3** | Is the governing body of the institution supportive and in compliance with ZAA Accreditation Standards and professional ethics and bylaws? [ ]  Yes [ ]  No |
| **1.7.1.4** | Does the institution’s governing authority consist of professionals who are trained and dedicated to managing the institution’s animals, staff, programs and day-to-day operations on a full-time basis? [ ]  Yes [ ]  NoIf the institution is managed by groups of individuals (example: board of directors), is there a paid CEO/Director to accomplish these tasks? [ ]  Yes [ ]  No [ ]  n/aIs the CEO/Director included in governing decisions that pertain to day-to-day operations? [ ]  Yes [ ]  NoAre there clear protocols regarding who will make decisions and be responsible for animal welfare, animal acquisition and euthanasia, staffing and program? [ ]  Yes [ ]  No***Submit the governing authority’s chain of command and responsibilities.*** |

Additional comments on Governing Authority

**1.8 Support Organization**

|  |
| --- |
| **1.8.1 General** |
|  | Does the institution have a support organization? [ ]  Yes [ ]  No***If no, skip to section 1.9*** |
| **1.8.1.1** | Does the support organization share the institution’s goals and objectives? [ ]  Yes [ ]  No  |
| **1.8.1.2** | Is a formal, up-to-date agreement in place that delineates the roles and responsibilities of the support organization, including authority over animals, exhibits, paid and unpaid staff, programs, long-range plans and other matters affecting the institution? [ ]  Yes [ ]  No |

Additional comments on Support Organization

**1.9 Finance**

|  |
| --- |
| **1.9.1 General** |
| **1.9.1.1** | Does the institution follow best practices in fiscal sustainability? [ ]  Yes [ ]  No |
| **1.9.1.2** | Does the institution have general comprehensive liability insurance, either by independent carrier or internal means with sufficient coverage to cover any incident? [ ]  Yes [ ]  No***Submit a copy of your General Liability Insurance*** |
| **1.9.1.3** | Does the facility have a financial support plan that defines current and future operating ability that supports the existing and proposed future animal collection and facility?[ ]  Yes [ ]  No***Submit a Description of your Financial Support Plan*** |
| **1.9.1.4** | Does the institution comply with all state and federal wage laws while striving to compensate staff within the relative zoological trade norms in their geographic areas? [ ]  Yes [ ]  No |
| **1.9.1.5** | Does the institution have a financial plan in place for ongoing capital improvements and maintenance?  [ ]  Yes [ ]  No  |

Additional comments on Finance

**1.10 Staff**

|  |
| --- |
| **1.10.1 General** |
| **1.10.1.1** | Is there an appropriate number of qualified staff in place to care for the collection?  [ ]  Yes [ ]  No |
| **1.10.1.2** | Does staff have opportunities for training and professional development? [ ]  Yes [ ]  No |
| **1.10.1.3** | Does the staff have and maintain professional attitudes and behaviors when representing the institution? [ ]  Yes [ ]  No |
| **1.10.1.4** | Does the staff have access to current ZAA accreditation standards and policies? [ ]  Yes [ ]  No |
| **1.10.1.5** | Does the institution adhere to all state, federal and local equal opportunity laws, regulations and guidelines for all staff? [ ]  Yes [ ] NoAre protocols in place for staff to bring concerns regarding equalities of any kind to the attention of management in a confidential manner? [ ]  Yes [ ]  No |
| **1.10.1.6** | Does the institution encourage staff to participate in ZAA committees, programs and/or projects that further the goals and efforts of the organization?  [ ]  Yes [ ]  NoDoes the institution afford avenues for staff to participate in zoological webinars/conferences etc. and to share information and concerns on different platforms that will advance animal enrichment, animal welfare, education, and conservation efforts?[ ]  Yes [ ]  No |

Additional comments on Staff

**1.11 Guest Services**

|  |
| --- |
| **1.11.1 General** |
| **1.11.1.1** | Does the institution comply with the Americans with Disabilities Act and/or all applicable laws and regulations? [ ]  Yes [ ]  No |
| **1.11.1.2** | Does the institution provide accessibility and public amenities for all visitors (children and adults)? [ ]  Yes [ ]  No |
| **1.11.1.3** | Does the institution have appropriate directional signage? [ ]  Yes [ ]  No |
| **1.11.1.4** | Does the institution present a professional, clean, and aesthetically pleasing environment to the visiting public? [ ]  Yes [ ]  No |
| **1.11.1.5** | Is the institution’s website and social media professional in appearance and in compliance with ZAA’s standards? [ ]  Yes [ ]  NoIs the content up-to-date information, such as hours of operation, admission information, location, programs, and ZAA affiliation? [ ]  Yes [ ]  No |

Additional comments on Guest Services

**1.12 Master & Strategic Planning**

|  |
| --- |
| **1.12.1 General** |
| **1.12.1.1** | Does the institution have a written master plan and strategic plan that addresses short-, medium-, and long-term goals regarding the development, renovation and construction of new exhibits? [ ]  Yes [ ]  No |
| **1.12.1.2** | Is the master plan and strategic plan guided by the facility’s mission and values and focuses on best practices in animal welfare? [ ]  Yes [ ]  No |

Additional comments on Master & Strategic Planning

**Wildlife Conservation Ranch**: If the institution is not a wildlife conservation ranch, skip this section.

|  |  |
| --- | --- |
|  | **Attach the land and habitat management plan**. |
|  | Is hunting permitted on the property? [ ]  Yes [ ]  No If yes, describe.       List permits for this activity       |
|  | Explain the economic sustainability if your wildlife holdings are dependent on: Animal sales       Hunting       Tourism       |
|  | If the state or federal government were to request your participation in a species recovery/reintroduction program in the wild, either in the US or internationally, and you held specimens of value for this, would you make those specimens available for such programs?       |
|  | What arrangements does the institution have for supplemental feeding of range stock in the case of inclement weather or other natural disaster?        |
|  | What procedures are in place to prevent potential poaching or trespass on range land?       |
|  | Briefly describe the physical property, including topography, fencing, facilities, etc.       |

Additional comments on Wildlife Conservation Ranch

**Aquatic and Marine Wildlife**: If the institution does not have aquatic or marine wildlife, skip this section.

|  |  |
| --- | --- |
|  | Are there clearly defined goals and purposes for marine mammals, including show, exhibit, and breeding?[ ]  Yes [ ]  No  |
|  | Describe the water quality monitoring program.       |
|  | Describe the critical life-support systems for the animal collection, including plumbing, heating, cooling, aeration, filtration, warning mechanisms, emergency backup, etc.       |
|  | Describe the safety systems (alarm, protocols, procedures, etc.) for areas that house potentially dangerous animals (example: killer whale, sharks, venomous animals, etc)       |

Additional comments on Wildlife Conservation Ranch

**Related Policies**

*ZAA Related Policies available in ZAA Standards*

The institution complies with the requirements in ZAA’s Related Policies:

Ambassador Animal Policy [ ]  Yes [ ]  No

Public Contact Policy [ ]  Yes [ ]  No

Use of Apes in Commercial Media and Performances [ ]  Yes [ ]  No

Responsible Population Management [ ]  Yes [ ]  No

Additional comments on Related Policies

**ZAA Administrative Policies**

*ZAA Administrative Policies available in ZAA Standards*

The institution complies with ZAA Administrative Policies [ ]  Yes [ ]  No

Additional comments on ZAA Administrative Policies

**Any additional comments or details**

**Submissions**

**A. Photos for New Facilities Only**

|  |  |
| --- | --- |
| [ ]  Attached [ ]  n/a | Public safety barrier |
| [ ]  Attached [ ]  n/a | Public safety barrier for Class I animals |
| [ ]  Attached [ ]  n/a | Public safety barrier for ambassador animal presentations |
| [ ]  Attached [ ]  n/a | Diet preparation area |
| [ ]  Attached [ ]  n/a | Food storage (refrigerated, frozen, hay, grain) |
| [ ]  Attached [ ]  n/a | Perimeter fence (document height, condition, and materials) |
| [ ]  Attached [ ]  n/a | Entrance to facility |
| [ ]  Attached [ ]  n/a | Graphics |
| [ ]  Attached [ ]  n/a | Newest exhibit |
| [ ]  Attached [ ]  n/a | Oldest exhibit |
| [ ]  Attached [ ]  n/a |  Animal enrichment |
| [ ]  Attached [ ]  n/a | Capture equipment/animal handling equipment (include tranquilizing equipment and lethal weapons) |
| [ ]  Attached [ ]  n/a | Off-site animal transportation vehicle |
| [ ]  Attached [ ]  n/a | Off-site animal program |
| [ ]  Attached [ ]  n/a | Winter animal quarters |
| [ ]  Attached [ ]  n/a | Lock out area for Class I animals |
| [ ]  Attached [ ]  n/a | Locking/pin system for Class I animal shift doors (example: door to move animal between exhibit and holding area, door to shift animal between stalls) |

**B. Supplemental Documents**

|  |  |
| --- | --- |
| [ ]  Attached  | Animal Inventory |
| [ ]  Attached [ ]  n/a | Institutional Animal Collection Plan or long-term planning document |
| [ ]  Attached  | Acquisition and disposition policy  |
| [ ]  Attached  | Animal Ambassador Policy |
| [ ]  Attached  | Animal Enrichment Program |
| [ ]  Attached  | Animal Training Program |
| [ ]  Attached  | Policy for Marine Mammal Isolation |
| [ ]  Attached [ ]  n/a | USDA Program of Veterinary Care  |
| [ ]  Attached [ ]  n/a | Preventative Medicine Program if different from Program of Veterinary Care |
| [ ]  Attached [ ]  n/a | Program of Psychological Wellbeing (singly hosed primates and/or behaviorally compromised primates) |
| [ ]  Attached  | Protocol for Staff Use of Prescribed Drugs |
| [ ]  Attached  | Written Quarantine Procedures/Policy |
| [ ]  Attached  | Written Animal Welfare Assessment Policy |
| [ ]  Attached  | Written Animal Welfare Concern Policy |
| [ ]  Attached [ ]  n/a | Master plan |
| [ ]  Attached  | Written Emergency Protocol |
| [ ]  Attached  | Written First Aid Plan |
| [ ]  Attached  | Incident Reporting Policy |
| [ ]  Attached  | Written Education Plan |
| [ ]  Attached [ ]  n/a | Venomous Animal Protocols |
| [ ]  Attached [ ]  n/a | Governing authority’s chain of command and responsibilities |
| [ ]  Attached  | General Comprehensive Liability Insurance |
| [ ]  Attached  | Financial Support Description (defines a current and future operating ability that supports the existing and proposed animal collection and facility) |
| [ ]  Attached  | USDA inspection reports (last five years of inspections or all inspection report since last accreditation application) |
| [ ]  Attached  | Current USDA licenses and local, state and USFWS wildlife permits and licenses |
| [ ]  Attached [ ]  n/a | **Wildlife Conservation Ranches ONLY:** Land and Habitat Management Plan |
| [ ]  Attached  | **Re-accreditations Only**: Accomplishments since last inspection |
| [ ]  Attached [ ]  n/a | **NEW Facilities Only:** Two sponsor letters.  *At least one letter must be from a ZAA accredited facility. The second letter may be from a current ZAA professional fellow member.* |
| [ ]  Attached [ ]  n/a | Written waivers, variances or exceptions with local, state, federal government or agencies, including USDA |
| [ ]  Attached  | Resume of senior personnel |
| [ ]  Attached  | Map of facility |
| [ ]  Attached  | Species you plan to acquire in next 5 years |
| [ ]  Attached  | Staff organization chart |
| [ ]  Attached  | Capital improvements for past 5 years |
| [ ]  Attached  | Animal escapes in the last 5 years with corrective measures taken to prevent future escape |
| [ ]  Attached  | Serious animal-related injuries with corrective measures taken to prevent future occurrences |

**List of Class I, II, III animals**

**Class I**

Chimpanzee (genus Pan)

Gorilla (genus Gorilla)

Gibbon (genus Hylobates)

Drill and mandrill (genus Mandrillus)

Orangutan (genus Pongo)

Baboon (genus Papio)

Siamang (genus Symphalangus)

Gelada baboon (genus Theropithecus)

Snow leopard, Panthera uncia

Leopard, Panthera pardus

Clouded leopard, Neofelis nebulosa

Jaguar, Panthera onca

Tiger, Panthera tigris

Lion, Panthera leo

Cheetah, Acinonyx jabatus

Cougar, Puma concolor

Gray wolf, Canis lupus (including wolf x domestic hybrids which are 25 percent or less domestic dog)

Red wolf, Canis niger (including wolf x domestic hybrids which are 25 percent or less domestic dog)

Bears (family Ursidae)

Rhinoceros (family Rhinocerotidae)

Elephant (family Elephantidae)

Hippopotamus (family Hippopotamidae)

Cape buffalo, Syncerus c. caffer

Crocodile, except dwarf and Congo

 (family Crocodylidae)

Gavial (family Gavialidae)

Black caiman, Melanosuchus niger

Komodo dragon, Varanus komodoensis

Aquatic & Marine Wildlife:

* 1. Cetacea
	2. Orca, Orcinus orca
	3. Pinniped
	4. Walrus, Odobenus rosmarus
	5. Northern Elephant Seal,

 Mirounga anguistriostris

* 1. **Leopard Seals,** Hydrurga leptonyx
	2. Eared Seal (Otaridae)
	3. Polar bear, Ursus maritimus

**Class II**

Howler monkey (genus Alouatta)

Uakari (genus Cacajao)

Mangabey (genus Cercocebus)

Guenon (genus Ceropithecus)

Bearded saki (genus Chiropotes)

Guereza monkey (genus Colobus)

Celebes black ape (genus Macaca)

Indri (genus Indri)

Macaque (genus Macaca)

Langur (genus Presbytis)

Douc langur (genus Pygathrix)

Snub-nosed langur (genus Rhinopithecus)

Proboscis monkey (genus Nasalis)

Servals, Leptailurus serval

European and Canadian lynx, Lynx lynx

Bobcat, Lynx rufus

Caracal, Caracal caracal

African golden cat, Profelis aurata

Temminck's golden cat, Profelis temmincki

Fishing cat, Prionailurus viverrina

Ocelot, Leopardus pardalis

Coyote, Canis latrans

Asiatic jackal, Canis aureus

Black-backed jackal, Canis mesomelas

Side-striped jackal, Canis adustus

Indian dhole, Cuon alpinus

African hunting dog, Lycaon pictus

Wolverine, Gulo gulo

Honey badger, Mellivora capensis

American badger, Taxides taxus

Old World badger, Meles meles

Binturong, Arctictis binturong

Hyena (all species) (family Hyaenidae)

Dwarf crocodile, Osteolaemus tetraspis

Alligator, caiman (except American alligator) (family Alligatoridae), large constrictor (more than 10 feet in length or 60 pounds), and venomous reptiles
Ostrich, Struthio camelus

Cassowary (Casuarius spp.)

Aquatic & Marine Wildlife:

Sharks/Rays (large pelagic (ocean) sharks, sting rays)

Venomous Fish *(Note special section on venomous species)*

Blue Ringed Octopus (Genus Hapalochlaena)

Electric eel, Electrophorus electricus

**Class III**

All species not listed under Class I or II