

NVOAD Mass Care Committee

Pet and Animal Sheltering Capacity:
Facility, Supply and Equipment Requirements



National
Voluntary Organizations
Active in Disaster

COOPERATION | COMMUNICATION | COORDINATION | COLLABORATION

Acknowledgements

The completion of this document could not have been possible without the participation and help of subject matter experts in the national animal care and animal rescue community. Their contributions are sincerely appreciated.

Scope and Application

Purpose: The intent in defining pet sheltering capabilities is to assist agencies in better understanding the kinds and quantities of resources necessary to deliver pet sheltering services at the level required to meet the needs of the community. This will promote the collaboration of National, State, Regional and Local VOADs and federal, state, tribal, & local emergency management agencies during all phases of disasters.

Scope. The scope of this document is limited. The focus of the information is on the kinds and quantities of resources (personnel, supplies & equipment) required to establish and manage a temporary shelter for the safe and humane handling, care and housing of companion animals, including pets, service animals and assistance animals as well as livestock.

The document identifies quantities of supplies and equipment required for the initial 7 days for 3 sizes of shelters (500, 300 or 100 animals) with a fixed percentage of animal species. The expectation is that this would provide the Pet Sheltering Team with enough resources to start and that additional resources would be ordered once capabilities of the facility and the exact composition of the sheltered animals is known.

Intended Audience. The intended audience of this document includes National, State, Regional, and Local VOADs and federal, state, tribal, & local emergency management agencies with pet sheltering responsibilities in the event of a disaster.

Definitions. In this document capability is defined as the ability to deliver a service with the kinds of available resources. Capacity is defined as the level of service that can be delivered with the quantities of available resources. The National Incident Management System (NIMS) defines resources, as “Personnel, equipment, teams, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained.”

Co-located sheltering: Animal and people living spaces are separate. Owners may or may not participate in care. If owners are NOT participating in care, animal care staffing needs increase.

Cohabitated sheltering: Animals are living with their people in an emergency shelter.

Facility Notes

General. Churches or schools are not good candidates for pet and animal shelter facilities as they will return to their original function after a disaster much quicker than other facilities and sheltered animals may need to remain in a shelter longer than their owners stay in a public shelter.

Pet & companion animals. For Co-located shelters, assuming 500 animals, 75-100 sq. ft. per animal would be ideal. For Cohabitated shelters, 50-75 sq. ft. per person/animal. With multi-pet/multi species households, space requirements increase.

Segregation for only cat/only dog. This would include a small-animal room where all animals are placed up off the floor and the temperature is regulated.

Livestock. Horse stalls are generally 10x10 up to 12x12 in facilities. In some cases, two horses may be stalled together if they are “buddies” already. Ideally, solid walls between stalls is better than metal panels. Horses are big on “pecking order” fighting.

For small livestock, most horse panels won't hold small livestock (they can go under or through), so the panels or pens needed are different. Use stalls of 6x6 or 8x8 for goats, sheep, or swine, and put multiples in one pen if they are already from the same herd. Llamas and alpacas typically need 8x8 and larger. Solid walls between pens is great, but if it isn't already there, you can't build it. If separate all-portable pens are used, double the number of panels are needed.

Care Ratios

Care ratios increase with the increased length of care, and are dependent on species, size, space, etc. These ratios below are ONLY for a co-located shelter where owners are NOT participating daily care. These staff are for feeding and cleaning of the animals and are in addition to veterinary specialists or shelter management.

Generically:

- Dogs/Cats: 2 persons per 25-35 animals
- Pocket Pets/Small Animals: 2 persons per 50 animals
- Horses: 2 persons per 10-20 head of horse
- Farm Animals/Fowl: 2 persons for every 50 animals

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References

Best Practices for Pet Evacuations and Sheltering, Stephenson Disaster Management Institute at Louisiana State University, October 2014.

Cohabitated Human/Household Pet Sheltering Toolkit, Louisiana Department of Agriculture and Forestry, Emergency Response Actions, July 2018.

Emergency Animal Sheltering Best Practices, National Alliance of State Animal and Agricultural Emergency Programs (NASAAEP), Sheltering Best Practices Working Group, September 2014

Disaster Veterinary Care: Best Practices, National Alliance of State Animal and Agricultural Emergency Programs (NASAAEP), Disaster Veterinary Care Best Practices Working Group, June 2012

Mass Evacuation, Sheltering, and Re-entry Programs, NFPA 1616, National Fire Protection Association, 2017

Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide 101, Version 2.0, FEMA.

Multi-agency Sheltering/Sheltering Support Plan Template, <https://nationalmasscarestrategy.org/> website, October 2014

Resource Typing documents related to pet sheltering:

| |
|--|
| Animal Care and Handling Specialist |
| Animal Emergency Response Shelter Manager |
| Animal Intake and Reunification Specialist |
| Animal Sheltering Team - Animal-Only Shelter |
| Animal Sheltering Team - Cohabitated Shelter |
| Animal Sheltering Team - Collocated Shelter |
| Animal Behavior Specialist |
| Veterinarian |
| Veterinary Assistant |
| Veterinary Medical Team |

Questions, comments and suggestions

Our intent is to update this document as we receive feedback from practitioners. Questions, comments, or suggestions should be emailed to NMCS@redcross.org. In your email, please specify the Version of the document you are using.

Table 1 - Type 1 Animal Sheltering Team-CH

| Type 1 Animal Sheltering Team-CH | | | | | |
|---|--|-------------|-----------------|--------------------------|-----------------|
| Description | A Type 1 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of companion animals, including pets, service animals, and assistance animals. | | | Capacity | 500 |
| Facility | See Facility Notes. | | Strategy | Cohabitated Sheltering. | |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 3 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 3 |
| 5 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 3 |
| 6 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 6 |
| 7 | Administrative Support | Personnel | Not specified | # available | 1 |
| 8 | Animal Shelter Equipment Kit - Small or Large | Equipment | Type 1 | # available | 1 |
| 9 | Animal Shelter Supply Kit - Small or Large | Supplies | Type 1 | # available | 1 |

Table 2 - Type 2 Animal Sheltering Team-CH

| Type 2 Animal Sheltering Team-CH | | | | | |
|---|--|-------------|-------------|--------------------------|-------------------------|
| Description | A Type 2 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of companion animals, including pets, service animals, and assistance animals. | | | Capacity | 300 |
| Facility | See Facility Notes. | | | Strategy | Cohabitated Sheltering. |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 2 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 2 |
| 5 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 2 |
| 6 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 4 |
| 7 | Animal Shelter Equipment Kit | Equipment | Type 2 | # available | 1 |
| 8 | Animal Shelter Supply Kit | Supplies | Type 2 | # available | 1 |

Table 3 - Type 2 Animal Sheltering Team-CH

| Type 3 Animal Sheltering Team-CH | | | | | |
|---|--|-------------|-----------------|--------------------------|-----------------|
| Description | A Type 3 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of companion animals, including pets, service animals, and assistance animals. | | | Capacity | 100 |
| Facility | See Facility Notes. | | Strategy | Cohabitated Sheltering. | |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 1 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 1 |
| 5 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 1 |
| 6 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 2 |
| 7 | Animal Shelter Equipment Kit | Equipment | Type 3 | # available | 1 |
| 8 | Animal Shelter Supply Kit | Supplies | Type 3 | # available | 1 |

Type 1 Animal Sheltering Team-CL

| | | | | | |
|-------------------------|--|-----------------|-----------------|--------------------------|-----------------|
| Description | A Type 1 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of one of the following animal populations: 1) SMALL - Companion animals, including pets, service animals, and assistance animals, or 2) LARGE - Livestock, including food or fiber animals and domesticated equine species. | Capacity | 500 | | |
| Facility | See Facility Notes. | | Strategy | Collocated Sheltering. | |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 3 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Care and Handling Specialist | Personnel | Type 2 | # qualified | 5 |
| 5 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 3 |
| 6 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 3 |
| 7 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 6 |
| 8 | Administrative Support | Personnel | Not specified | # available | 1 |
| 9 | Animal Shelter Equipment Kit - Small or Large | Equipment | Type 1 | # available | 1 |
| 10 | Animal Shelter Supply Kit - Small or Large | Supplies | Type 1 | # available | 1 |

Table 5 - Type 2 Animal Sheltering Team-CL

| Type 2 Animal Sheltering Team-CL | | | | | |
|---|--|-------------|-----------------|--------------------------|-----------------|
| Description | A Type 2 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of companion animals, including pets, service animals, and assistance animals. | | | Capacity | 300 |
| Facility | See Facility Notes. | | Strategy | Collocated Sheltering. | |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 2 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Care and Handling Specialist | Personnel | Type 2 | # qualified | 4 |
| 5 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 2 |
| 6 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 2 |
| 7 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 4 |
| 8 | Animal Shelter Equipment Kit | Equipment | Type 2 | # available | 1 |
| 9 | Animal Shelter Supply Kit | Supplies | Type 2 | # available | 1 |

Table 6 - Type 3 Animal Sheltering Team-CL

| Type 3 Animal Sheltering Team-CL | | | | | |
|---|--|-------------|-------------|--------------------------|------------------------|
| Description | A Type 3 Animal Sheltering Team manages the oversight, setup, operations, communication, and demobilization of a temporary animal shelter collocated with a temporary shelter for human populations. | | | | |
| Overall function | Establishes and manages a temporary shelter for the safe and humane handling, care, and housing of companion animals, including pets, service animals, and assistance animals. | | | Capacity | 100 |
| Facility | See Facility Notes. | | | Strategy | Collocated Sheltering. |
| Item # | Resource | Kind | Type | Available Measure | Quantity |
| 1 | NIMS Animal Emergency Response Team Leader | Personnel | Type 1 | # qualified | 1 |
| 2 | NIMS Animal Emergency Response Shelter Manager | Personnel | Type 2 | # qualified | 1 |
| 3 | NIMS Animal Care and Handling Specialist | Personnel | Type 1 | # qualified | 2 |
| 4 | NIMS Animal Care and Handling Specialist | Personnel | Type 2 | # qualified | 3 |
| 5 | NIMS Animal Intake and Reunification Specialist | Personnel | Type 2 | # qualified | 1 |
| 6 | NIMS Veterinarian | Personnel | Type 2 | # qualified | 1 |
| 7 | NIMS Veterinary Assistant | Personnel | Type 2 | # qualified | 2 |
| 8 | Animal Shelter Equipment Kit | Equipment | Type 3 | # available | 1 |
| 9 | Animal Shelter Supply Kit | Supplies | Type 3 | # available | 1 |

Table 7 - Animal Shelter Supply Kits (Small) - Companion Animals & Pets

| Animal Shelter Supply Kits (Small) - Companion Animals & Pets | | | | | |
|--|--|------|----------|--------|--------|
| Note: Quantities are based on a one week order. | Animal composition 60% dogs, 30% cats & 10% other | | | | |
| Name | Description | Unit | Quantity | | |
| | | | Type 1 | Type 2 | Type 3 |
| Shelter Forms | See Appendix 5, Cohabitated Human Pet Shelter Toolkit, for examples of Animal Sheltering and Evacuation Forms - https://nationalmasscarestrategy.org/wp-content/uploads/2018/08/Cohabitated-Shelter-Guide-LA.pdf | | | | |
| Abandoned and Surrendered Form | (obtain from local animal control if possible) (will animal control be involved? They will be taking custody of these animals idf they should be abandoned/surrendered? Then, they should be transferred to AC facility upon signature | | 100 | 60 | 20 |
| Animal Emergency Shelter Admit/Discharge | | | 650 | 450 | 250 |
| Animal Emergency Shelter Rules and Agreement | May be dependent on facility and could be dictated by county/ access, etc. For collocated versus cohabitation - collocated will need rules of care and conduct for owners with pets. Cohabitated will need visiting hours, areas of access, etc. | | 650 | 450 | 250 |
| Bite Record | (obtain from local animal control if possible) will require reporting, potentially quarantine. | | 100 | 60 | 20 |
| Daily Animal Care Sheet | | | 650 | 450 | 250 |
| Daily Sign In/Sign Out Sheet | Depending on rows on sheets, 1/2 what is expected in total population at any one time | | 250 | 150 | 50 |
| Volunteer Release of Liability | Direct Care ratio would be 2 persons per every 25 animals, ideally. | | 280 | 168 | 56 |
| Failure to Comply Notice | | | 250 | 150 | 50 |
| ICS 214 Unit Logs | | | 100 | 60 | 20 |

Table 7 - Animal Shelter Supply Kits (Small) - Companion Animals & Pets

| | | | | | |
|------------------------------------|---|--------|-----|-----|-----|
| Pet Medical Procedure Consent Form | | | 500 | 300 | 100 |
| Shelter Owner Log | By animal/ by owner | | 500 | 300 | 100 |
| Veterinary Medical Record Form | | | 500 | 300 | 100 |
| Administrative Supplies | | | | | |
| Binder | 3-inch, 3 rings | each | 10 | 6 | 2 |
| Binder | 1 inch, 3 rings | each | 10 | 6 | 2 |
| 3 hole punch | Heavy duty, adjustable | each | 10 | 2 | 2 |
| Clipboard | Letter Size Low Profile Clip - 3-pack | Pckg | 20 | 8 | 4 |
| Copy paper | 8.5" x 11", Letter size, 92 bright, ream of 500 | each | 5 | 3 | 1 |
| Masking, painter's or duct tape | Grey, Rolls, 2x60 yards per roll | each | 10 | 6 | 2 |
| Masking, painter's or duct tape | Red, Rolls, 2x60 yards per roll | each | 5 | 3 | 1 |
| Masking, painter's or duct tape | Yellow, Rolls, 2x60 yards per roll | each | 5 | 3 | 1 |
| Electric Cords - Heavy Duty | Heavy Duty - General Purpose - 16 Gauge - 3 Prong - 25 foot | each | 8 | 6 | 4 |
| File Folders | Letter Size 8-1/2" x 11", 1/3 Cut Tabs - 100 per box | each | 1 | 1 | 1 |
| Ziploc bags | 1-gallon Ziploc bags, 40/box | box | 10 | 8 | 2 |
| Ziploc bags | 1-quart, 50/box | box | 10 | 10 | 2 |
| Sheet protectors | Plastic, letter size (100/pack) | Pckg | 10 | 4 | 1 |
| Flashlights | Mini Aluminum, Super Bright, with Lanyard - 4 pack | Pckg | 10 | 6 | 2 |
| Index cards | plain 3x5, package of 100 | Pckg | 10 | 6 | 2 |
| File Chest | Locking, Mobile, Letter/Legal with Wheels | each | 1 | 1 | 1 |
| Markers | Permanent, Fine Point, Black - 12/carton | carton | 15 | 3 | 3 |
| Markers | Dry erase (4/pack, assorted colors) | carton | 1 | 1 | 1 |
| Notebook | spiral bound, 8.5" X 11" | each | 10 | 6 | 2 |
| Paper clips | Jumbo Size, Economy Smooth - 1 box 200 clips | box | 5 | 2 | 1 |
| Paper Pads | Perforated 8-1/2 x 11-3/4 - 4/package | Pckg | 10 | 6 | 2 |

Table 7 - Animal Shelter Supply Kits (Small) - Companion Animals & Pets

| | | | | | |
|---------------------------------|---|--------|------|------|-----|
| Pencils | # 2 HB Soft, Pre-Sharpended - 30/carton | carton | 10 | 6 | 2 |
| Pens | BIC Soft Feel Retractable, Medium, Black - 12-ct | carton | 10 | 6 | 2 |
| Post-It-Notes | Multi-color, 3 x 3, 100 sheet - 5 pack | Pckg | 10 | 6 | 2 |
| Power Strips / Surge Protectors | 6 Outlet Surge Protector Power Strip | each | 6 | 4 | 2 |
| Scissors | 8" Straight Bonded - 2 per pack | each | 10 | 4 | 2 |
| Scotch tape | Tape - Scotch Magic Tape, Clear, 3/4" x 300" - 3-pack | roll | 5 | 1 | 1 |
| Staplers | Value Pack - with Stapler Remover and Staples | each | 10 | 2 | 2 |
| Staples | Standard size, 5,000/box | box | 5 | 1 | 1 |
| Zip ties | 11.5 " or Assorted sizes, 1,000/bag | bag | 10 | 6 | 2 |
| Husbandry Supplies | | | | | |
| Tyvek collars | assorted colors (10") (100/bag) | bag | 4 | 2 | 1 |
| Tyvek collars | assorted colors (20") (100/bag) | bag | 4 | 2 | 1 |
| Tyvek collars | assorted colors (30") (100/bag) | bag | 4 | 2 | 1 |
| Wrist bands for owners | (100/bag), colors to match collars | bag | 10 | 2 | 1 |
| Cat litter | 40 lb bag | Pckg | 80 | 40 | 24 |
| Disposable Foil Pans | (9" x13") | Pckg | 3000 | 1500 | 500 |
| Disposable under pads | 17"x24" (300/case) | Pckg | 120 | 60 | 20 |
| Pick-up bags | (15 bags per roll) | Pckg | 360 | 280 | 100 |
| Paper food dishes | (1000 plates per case) | Pckg | 7 | 5 | 2 |
| Straw Litter | Eco-Straw 20 lbs/bag | bag | 4 | 3 | 2 |
| Baled hay | Small bales (avg weight 50 lbs); Timothy or mixed grass | bales | 1 | 1 | 1 |
| Exam gloves, small | 100/box | box | 12 | 6 | 6 |
| Exam gloves, medium | 100/box | box | 12 | 6 | 6 |
| Exam gloves, large | 100/box | box | 4 | 4 | 4 |
| Exam gloves, non-latex, small | 100/box | box | 8 | 2 | 2 |
| Exam gloves, non-latex, medium | 100/box | box | 9 | 8 | 4 |

Table 7 - Animal Shelter Supply Kits (Small) - Companion Animals & Pets

| | | | | | |
|-------------------------------|---|--------|-------|-----|-----|
| Exam gloves, non-latex, large | 100/box | box | 3 | 2 | 1 |
| Hand sanitizer | Waterless, pump bottle, 6 oz, package of 6 | Pckg | 8 | 8 | 4 |
| Cadaver Bags | Black plastic, 3 mil Thickness 30IN x50IN | box 25 | 2 | 1 | 1 |
| Cadaver Bags | Black plastic, 3 mil Thickness 24" x 30" | box 25 | 2 | 2 | 1 |
| Food Supplies | Assumption: cat average weight 10 lbs; dog average weight 20 lbs. | | | | |
| Cat food | Dry, 16 lb bag, Easily Digestible (e.g. Purina EN, Hill's I/D, Iams, Royal Canin) | lbs | 180 | 78 | 26 |
| Cat food | Dry, 16 lb bag, highly palatable (e.g. Kitten Chow, DM) | lbs | 180 | 78 | 26 |
| Cat food | Canned, easily digestible case (24*5.5 oz can) (e.g. Hill's I/D, Purina EN) | case | 20 | 12 | 4 |
| Cat food | canned, highly palatable, case (24*5.5 oz can) (e.g. high-quality kitten food, Hill's a/d, Purina DM) | case | 20 | 12 | 3 |
| Kitten Milk Replacer | 5 lb bag | lbs | 2 | 1 | 1 |
| Dog food | dry, 34 lb bag | lbs | 1,050 | 630 | 210 |
| Dog food | Dog food, canned, case (12*13 oz can) | case | 70 | 42 | 14 |
| Puppy milk replacer | 5 lb bag | lbs | 2 | 1 | 1 |
| Cleaning Supplies | | | | | |
| Bleach | 1 quart bottle | each | 20 | 20 | 20 |
| Broom | Heavy Duty | each | 6 | 6 | 6 |
| Buckets, plastic | 5 gallon | each | 6 | 6 | 6 |
| Dust pan | 17" | each | 6 | 6 | 6 |
| Gloves, rubber | 75 Large; 25 Medium | each | 100 | 100 | 100 |
| Hand sanitizer, large | 8 oz ea with Pump | each | 6 | 6 | 6 |
| Mop | 20 oz Mid-Grade Industrial Cotton | each | 12 | 6 | 3 |
| Mop bucket | With wringer | each | 12 | 6 | 3 |
| Mop heads | Replacement | each | 12 | 6 | 3 |
| Paper towels | 11" x 8 3/4", 120 sheets per roll | each | 200 | 200 | 200 |
| Trash Bags | Large (42-Gallon); (Heavy Duty; Roll of 20) | each | 100 | 100 | 100 |
| Kitchen bags | Tall; plastic; 13 gallon | each | 100 | 100 | 100 |
| Trash cans | lidded, 30 gallon | each | 15 | 8 | 2 |
| Trash cans | lidded, 13 gallon | each | 20 | 8 | 4 |

Table 7 - Animal Shelter Supply Kits (Small) - Companion Animals & Pets

| | | | | | |
|---------------------------|---|-----------|----|----|---|
| Water hoses | 50' | each | 8 | 4 | 2 |
| Water hose spray nozzles | | each | 8 | 4 | 2 |
| Ammonia | Quaternary (1 gal/ jug) | Container | 4 | 2 | 1 |
| Bleach | Chlorine, concentrate (1 gal/ jug) | Container | 20 | 10 | 5 |
| Trifectant | Trifectant concentrate (1 gal/jug) | Container | 32 | 16 | 4 |
| Spray bottles | 24- to 32-oz | each | 12 | 6 | 6 |
| Paper towels | 10"x13" (2400/case) | case | 16 | 8 | 2 |
| Biohazard waste container | 10 gallon | each | 4 | 2 | 1 |
| Biohazard waste bags | Biohazard waste bags, red, 20"x13"x39", w/ "Infectious Waste" Print on pkg. | Pckg | 8 | 4 | 2 |
| Scrub brush | Long handle | each | 16 | 8 | 4 |
| Plastic sheeting | Heavy duty, 100'x20' roll | each | 12 | 6 | 2 |
| Tarp | 12'x16' | each | 6 | 3 | 1 |
| Safety cones | 36" high, orange | each | 8 | 4 | 2 |
| Cleaning Product | Multi-surface cleaner, one gallon jug | each | 50 | 25 | 8 |
| Dishwashing Soap | 24 oz bottle; 2 bottle/pack | Pckg | 20 | 10 | 4 |
| Paint Scrapers | Plastic | each | 12 | 6 | 2 |
| Hand Sanitizer | 8-oz bottle, pack of 6 | Pckg | 12 | 6 | 2 |
| Sponges | Standard, 4.5" x 6" | each | 25 | 12 | 6 |
| Plastic Tubs | 10-40 gal | each | 12 | 6 | 3 |

Table 8 - Animal Shelter Equipment Kits (Small) - Companion Animals & Pets

| Animal Shelter Equipment Kits (Small) - Companion Animals & Pets | | | | | |
|---|---|---------|----------|--------|--------|
| Note: Quantities are based on a one-week order. | Animal composition 60% dogs, 30% cats & 10% other | | | | |
| Name | Description | Unit | Quantity | | |
| | | | Type 1 | Type 2 | Type 3 |
| Administrative Equipment | | | | | |
| Printer / Copier / Scanner | | each | 1 | 1 | 1 |
| Jump drive with all shelter forms and manuals | | each | 1 | 1 | 1 |
| Camera, digital | | each | 3 | 2 | 2 |
| Computer, laptop | | each | 3 | 2 | 1 |
| White board | 16" x 20" | each | 3 | 2 | 1 |
| Storage tub | plastic, with lid, for supplies | each | 1 | 1 | 1 |
| Signage kit | Flow Management for intake - where do cats vs dogs go Sign in for Hospital vs Shelter (Patient Intake). Signs for exam table. | kit | 1 | 1 | 1 |
| Folding Table | 5-foot Folding - Fold-in-Half | each | 6 | 4 | 2 |
| Folding Chairs | Double Braced - 4 pack | package | 4 | 3 | 2 |
| Water cooler | | each | 4 | 2 | 2 |
| Ice chests (large) | | each | 4 | 2 | 2 |
| Husbandry Equipment | | | | | |
| Cage pads/blankets | Cloth | each | 500 | 350 | 120 |
| Litter boxes | Non-disposable (for geriatric or extra-large cats) | each | 40 | 20 | 10 |
| Pooper scooper | (e.g. Jumbo Jaw Scoop) | each | 40 | 12 | 8 |
| Stainless steel dish | 1 pint | each | 300 | 200 | 60 |
| Stainless steel dish | 1 quart | each | 300 | 200 | 60 |
| Can opener | Manual | each | 6 | 6 | 6 |
| Baby bottle with nipple | | each | 12 | 12 | 12 |
| Nesting measuring cups | (1/4 cup-1 cup) | each | 10 | 6 | 4 |

Table 8 - Animal Shelter Equipment Kits (Small) - Companion Animals & Pets

| | | | | | |
|--|--|---------|-----|-----|-------|
| Plastic spoons | Heavyweight disposable plastic, 100 pack | package | 6 | 3 | 2 |
| Watering cans | (thin spouts) | each | 40 | 20 | 8 |
| Nail trimmer, cat | | each | 10 | 5 | 1 |
| Nail trimmer, dog | | each | 10 | 5 | 1 |
| Catch Pole | | each | 10 | 4 | 4 |
| Throw net | | each | 8 | 4 | 4 |
| Cat tongs | | each | 4 | 2 | 1 |
| Cat gloves | | each | 4 | 3 | 2 |
| Cat harness | | each | 40 | 20 | 15 |
| Slip lead (for figure-8 cat harnesses as well) | | each | 350 | 200 | 150 |
| 42-inch wire crates | Dogs over 45 lbs, co-housed small dogs. Only double stack if co-housing small dogs. Large dog in bottom crate. | each | 100 | 60 | 20 |
| 36-inch wire crates | Dogs up to 45 lbs, co-housed small dogs or cats. Can be double stacked. | each | 100 | 60 | 20 |
| 32-inch wire crates | Dogs between 2-30 lbs, cats, co-housed cats. With cats, crates can be double, or triple stacked if necessary | each | 150 | 90 | 30 |
| Collapsible crate, 40"x27" (cats) | | each | 125 | 90 | 30100 |
| Plastic Vari Kennels (Large or XL) | | each | 100 | 50 | 20 |
| Cat carrier | Disposable, Cardboard (12/case) | case | 100 | 50 | 20 |
| Muzzle, cat | | each | 30 | 15 | 8 |
| Muzzle, dog, multiple sizes set | | set | 4 | 4 | 4 |
| Muzzle, dog, basket muzzle, 3 sizes, set | | set | 4 | 4 | 4 |
| Hide boxes | Feral cat boxes | each | 10 | 6 | 4 |
| Hide box | Rabbit/ferret-size | each | 40 | 20 | 10 |
| Rabbit cage | | each | 25 | 15 | 5 |
| Water bottle | | each | 25 | 15 | 5 |
| General Equipment | | | | | |
| Pallet jack (Hand) | Standard/3,500 - 4,500 | each | 2 | 1 | 1 |
| Hand trucks (dollies) | 1,500 - 2,000 lb Capacity | each | 2 | 1 | 1 |

Table 8 - Animal Shelter Equipment Kits (Small) - Companion Animals & Pets

| | | | | | |
|-----------------|---|------|----|---|---|
| Fans | 52" warehouse fans | each | 12 | 4 | 2 |
| Extension cords | 100' 12/3 | each | 20 | 8 | 4 |
| Barrier fence | 25' roll (plastic) | | 10 | 6 | 4 |
| Carts | With large wheels | | 12 | 8 | 4 |
| Trash Cans | deposit waste+C43 disposal from exercise area | each | 15 | 8 | 4 |

Table 9 - Animal Shelter Supply Kits (Large) - Large animals

| Animal Shelter Supply Kits (Large) - Large animals | | | | | |
|---|--|------|----------|--------|--------|
| Note: Quantities are based on a one week order. | Animal composition 80% horses; 20% other | | | | |
| Name | Description | Unit | Quantity | | |
| | | | Type 1 | Type 2 | Type 3 |
| Shelter Forms | See Appendix 5, Cohabitated Human Pet Shelter Toolkit, for examples of Animal Sheltering and Evacuation Forms - https://nationalmasscarestrategy.org/wp-content/uploads/2018/08/Cohabitated-Shelter-Guide-LA.pdf | | | | |
| Abandoned and Surrendered Form | | | 100 | 60 | 20 |
| Animal Emergency Shelter Admit/Discharge | Rec. that there be a default clause if animals are not able to be contacted after X amount of days - what happens to animal? | | 650 | 450 | 250 |
| Animal Emergency Shelter Rules and Agreement | May be dependent on facility and could be dictated by county/ access, etc. For collocated versus cohabitation - collected will need rules of care and conduct for owners with pets. Cohabitated will need visiting hours, areas of access, etc. | | 650 | 450 | 250 |
| Bite Record | Obtain from local animal control if possible. Will require reporting, potentially quarantine. | | 100 | 60 | 20 |
| Daily Animal Care Sheet | | | 650 | 450 | 250 |
| Daily Sign In/Sign Out Sheet | | | 250 | 150 | 50 |
| Volunteer Release of Liability | Direct Care ratio would be 2 persons per every 25 animals, ideally. | | 280 | 168 | 56 |
| Failure to Comply Notice | | | 250 | 150 | 50 |
| ICS 214 Unit Logs | | | 100 | 60 | 20 |
| Pet Medical Procedure Consent Form | | | 500 | 300 | 100 |
| Shelter Owner Log | By animal/ by owner | | 625 | 375 | 125 |
| Veterinary Medical Record Form | | | 500 | 300 | 100 |
| Administrative Supplies | | | | | |

Table 9 - Animal Shelter Supply Kits (Large) - Large animals

| | | | | | |
|---------------------------------|---|---------|----|----|---|
| Binder | 3-inch, 3 rings | each | 10 | 6 | 2 |
| Binder | 1 inch, 3 rings | each | 10 | 6 | 2 |
| 3 hole punch | Heavy duty, adjustable | each | 10 | 2 | 2 |
| Clipboard | Letter Size Low Profile Clip - 3-pack | package | 20 | 8 | 4 |
| Copy paper | 8.5" x 11", Letter size, 92 bright, ream of 500 | each | 5 | 3 | 1 |
| Duct tape | Grey, Rolls, 2x60 yards per roll | each | 10 | 6 | 2 |
| Duct tape | Red, Rolls, 2x60 yards per roll | each | 5 | 3 | 1 |
| Duct tape | Yellow, Rolls, 2x60 yards per roll | each | 5 | 3 | 1 |
| Electric Cords - Heavy Duty | Heavy Duty - General Purpose - 16 Gauge - 3 Prong - 25 foot | each | 8 | 6 | 4 |
| File Folders | Letter Size 8-1/2" x 11", 1/3 Cut Tabs - 100 per box | each | 1 | 1 | 1 |
| Ziploc bags | 1-gallon Ziploc bags, 40/box | box | 10 | 8 | 2 |
| Ziploc bags | 1-quart, 50/box | box | 10 | 10 | 2 |
| Sheet protectors | Plastic, letter size (100/package) | package | 10 | 4 | 1 |
| Flashlights | Mini Aluminum, Super Bright, with Lanyard - 4 pack | package | 10 | 6 | 2 |
| Index cards | plain 3x5, package of 100 | package | 10 | 6 | 2 |
| File Chest | Locking, Mobile, Letter/Legal with Wheels | each | 1 | 1 | 1 |
| Markers | Permanent, Fine Point, Black - 12/carton | carton | 15 | 3 | 3 |
| Markers | Dry erase (4/package, assorted colors) | carton | 1 | 1 | 1 |
| Notebook | spiral bound, 8.5" X 11" | each | 10 | 6 | 2 |
| Paper clips | Jumbo Size, Economy Smooth - 1 box 200 clips | box | 5 | 2 | 1 |
| Paper Pads | Perforated 8-1/2 x 11-3/4 - 4/package | package | 10 | 6 | 2 |
| Pencils | # 2 HB Soft, Pre-Sharpended - 30/carton | carton | 10 | 6 | 2 |
| Pens | BIC Soft Feel Retractable, Medium, Black - 12-ct | carton | 10 | 6 | 2 |
| Post-It-Notes | Multi-color, 3 x 3, 100 sheet - 5 pack | package | 10 | 6 | 2 |
| Power Strips / Surge Protectors | 6 Outlet Surge Protector Power Strip | each | 6 | 4 | 2 |
| Scissors | 8" Straight Bonded - 2 per pack | each | 10 | 4 | 2 |
| Scotch tape | Tape - Scotch Magic Tape, Clear, 3/4" x 300" - 3-pack | roll | 5 | 1 | 1 |
| Staplers | Value Pack - with Stapler Remover and Staples | each | 10 | 2 | 2 |
| Staples | Standard size, 5,000/box | box | 5 | 1 | 1 |

Table 9 - Animal Shelter Supply Kits (Large) - Large animals

| | | | | | |
|---|---|------------|-------|-------|-----|
| Zip ties | 11.5 " or Assorted sizes, 1,000/bag | bag | 10 | 6 | 2 |
| Husbandry Supplies | | | | | |
| Livestock ID bands, multiple sizes and colors | https://www.cckoutfitters.com/collections/horse-products/products/b15254-1 | pack of 25 | 500 | 300 | 100 |
| Wrist bands, matching colors | https://www.customizedwristbands.com/3-4-custom-tyvek-wristbands/?sku=&gclid=CjwKCAiAob3vBRAUEiwAlbs5TvBBtjqXitUh2_M_FgSsS_6P-Be8yPWT8_6uO9NxuVKa_L-sGcQxuRoCqrlQAvD_BwE | | 1000 | 600 | 200 |
| Exam gloves, small | 100/box | box | 20 | 12 | 4 |
| Exam gloves, medium | 100/box | box | 20 | 12 | 4 |
| Exam gloves, large | 100/box | box | 10 | 6 | 2 |
| Exam gloves, non-latex, small | 100/box | box | 10 | 6 | 2 |
| Exam gloves, non-latex, medium | 100/box | box | 10 | 6 | 2 |
| Exam gloves, non-latex, large | 100/box | box | 10 | 6 | 2 |
| Hand sanitizer | Waterless, pump bottle, 6 oz, package of 6 | Package | 12 | 8 | 4 |
| Basic human first-aid kit | | Each | 4 | 2 | 1 |
| Stall bedding | Straw or wood pellets | Each | 1000 | 600 | 200 |
| Food Supplies | | | | | |
| | Assumption: average weight of a horse = 1,000 lbs. | | | | |
| Baled hay | small bales (avg weight 50 lbs); 40 bales/ton; can use larger bales if material handling equipment is available | bales | 1,050 | 630 | 210 |
| Rolled oats | bagged, in various sizes, for Other livestock | lbs | 1,750 | 1,050 | 350 |
| Rolled or ground corn | bagged, in various sizes, for Other livestock | lbs | 1,750 | 1,050 | 350 |
| Cleaning Supplies | | | | | |
| Bleach | 1-quart bottle | each | 20 | 20 | 20 |
| Broom | Heavy Duty | each | 6 | 6 | 6 |
| Buckets, plastic | 5 gallon | each | 6 | 6 | 6 |
| Dust pan | 17" | each | 6 | 6 | 6 |
| Gloves, rubber | 75 Large; 25 Medium | each | 100 | 100 | 100 |
| Hand sanitizer, large | 8 oz ea with Pump | each | 6 | 6 | 6 |

Table 9 - Animal Shelter Supply Kits (Large) - Large animals

| | | | | | |
|---------------------------|---|-----------|-----|-----|-----|
| Mop | 20 oz Mid-Grade Industrial Cotton | each | 12 | 6 | 3 |
| Mop bucket | With wringer | each | 12 | 6 | 3 |
| Mop heads | Replacement | each | 12 | 6 | 3 |
| Paper towels | 11" x 8 3/4", 120 sheets per roll | each | 200 | 200 | 200 |
| Trash Bags | Large (42-Gallon); (Heavy Duty; Roll of 20) | each | 100 | 100 | 100 |
| Kitchen bags | Tall; plastic; 13 gallon | each | | | |
| Trash cans | lidded, 30 gallon | each | 15 | 8 | 2 |
| Trash cans | lidded, 13 gallon | each | 20 | 8 | 4 |
| Water hoses | 50' | each | | 4 | 2 |
| Water hose spray nozzles | | each | | 4 | 2 |
| Ammonia | Quaternary (1 gal/ jug) | Container | | 2 | 1 |
| Bleach | Chlorine, concentrate (1 gal/ jug) | Container | 20 | 10 | 5 |
| Trifectant | Trifectant concentrate (1 gal/jug) | Container | 32 | 16 | 4 |
| Spray bottles | 24- to 32-oz | each | 12 | 6 | 6 |
| Paper towels | 10"x13" (2400/case) | case | 16 | 8 | 2 |
| Biohazard waste container | 10 gallon | each | 4 | 2 | 1 |
| Biohazard waste bags | Biohazard waste bags, red, 20"x13"x39", w/ "Infectious Waste" Print on pkg. | package | 8 | 4 | 2 |
| Scrub brush | Size??? | each | 16 | 8 | 4 |
| Plastic sheeting | Heavy duty, 100'x20' roll | each | 12 | 6 | 2 |
| Tarp | 12'x16' | each | 6 | 3 | 1 |
| Safety cones | 36" high, orange | each | 8 | 4 | 2 |
| Cleaning Product | Multi-surface cleaner, one gallon jug | each | 50 | 25 | 8 |
| Dishwashing Soap | 24 oz bottle; 2 bottle/pack | package | 20 | 10 | 4 |
| Paint Scrapers | Plastic | each | 12 | 6 | 2 |
| Hand Sanitizer | 8-oz bottle, pack of 6 | package | 12 | 6 | 2 |
| Sponges | Standard, 4.5" x 6" | each | 25 | 12 | 6 |
| Plastic Tubs | 10-40 gal | each | 12 | 6 | 3 |

Table 10 - Animal Shelter Equipment Kits (Large) - Large animals

| Animal Shelter Equipment Kits (Large) - Large animals | | | | | |
|--|---|---------|-------------|--------|--------|
| Note: Quantities are based on a one-week order. | Animal composition 80% horses; 20% other | | | | |
| Name | Description | Unit | Quantity | | |
| | | | Type 1 | Type 2 | Type 3 |
| Administrative Equipment | | | | | |
| Printer / Copier / Scanner | | each | 1 | 1 | 1 |
| Jump drive with all shelter forms and manuals | | each | 1 | 1 | 1 |
| Camera, digital | | each | 3 | 2 | 2 |
| Computer, laptop | | each | 1 | 1 | 1 |
| White board | 16" x 20" | each | 1 | 1 | 1 |
| Storage tub | plastic, with lid, for supplies | each | 1 | 1 | 1 |
| Signage | | kit | 1 | 1 | 1 |
| Folding Table | 5-foot Folding - Fold-in-Half | each | 6 | 4 | 2 |
| Folding Chairs | Double Braced - 4 pack | package | 32 | 24 | 8 |
| Water cooler | | each | 10 | 6 | 2 |
| Ice chests (large) | | each | 10 | 6 | 2 |
| File Storage Container | | each | 3 | 3 | 2 |
| Laminated Biosecurity Instruction Signs | Sign In Area, Horse Stalls, Exercise Area, Waiting Area | each | 5 | 5 | 5 |
| Exercise Schedule | created per incident, as needed | each | 1 | 1 | 1 |
| Microchip reader | Universal Reader - 125 and 134.2 kHz | each | 5 | 3 | 2 |
| Husbandry Equipment | | | | | |
| Portable stalls | 12 x 12 X 6.5 tall | | As required | | |
| Nylon halter | | | 40 | 20 | 10 |

Table 10 - Animal Shelter Equipment Kits (Large) - Large animals

| | | | | | |
|---|--|------|-------------|-----|-----|
| Rope halter | | | 40 | 20 | 10 |
| Cotton lead rope | | | 40 | 20 | 10 |
| Water bucket | | | 500 | 300 | 100 |
| Feed bucket, 18 quart & hardware for use as an attachment | | | 500 | 300 | 100 |
| Fly mask | | | 40 | 20 | 10 |
| Leather gloves | | | 40 | 20 | 10 |
| 18 qt water bucket & hardware for use as an attachment | | | 100 | 50 | 20 |
| Lunging whip | assist with cotton rope leads | | 5 | 5 | 2 |
| Grain Scoops | | | 10 | 5 | 2 |
| Plastic Pitchfork | | | 50 | 30 | 10 |
| Muck Basket | 15-20 gal | | 100 | 6 | 20 |
| Plastic wheeled cart | Capacity of 4 muck baskets per cart | | 5 | 5 | 2 |
| General Equipment | | | | | |
| Pallet jack (Hand) | Standard/3,500 - 4,500 | each | 2 | 1 | 1 |
| Hand trucks (dollies) | 1,500 - 2,000 lb Capacity | each | 2 | 1 | 1 |
| Fans | 52" warehouse fans | each | 12 | 4 | 2 |
| Extension cords | 100' 12/3 | each | 20 | 8 | 4 |
| Barrier fence, 25' roll | | | As required | | |
| Pans and disinfectant | provide biosecurity to minimize disease spread | each | 10 | 10 | 4 |
| Hand sanitizer | Admin, Barn/Stalls | each | 5 | 5 | 5 |