

漁農自然護理署

Agriculture, Fisheries and Conservation Department

《動物售賣商營業守則》

Code of Practice for Animal Traders

貓隻

CATS

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1. 釋義 Interpretation

在本營業守則中，除非文意另有所指，否則下列用詞只具下文所述定義：

In this Code of Practice, the following terms shall only be construed according to the definitions assigned to them herein, except when it is stated otherwise:

<u>用詞</u> Term(s) Used	<u>定義</u> Definition(s)
獲授權人員 authorised officer	根據第 139 章第 17 條獲委任為督察的本署公職人員。 An officer of this Department appointed as an inspector under Section 17 of Cap. 139.
本署 this Department	漁農自然護理署(漁護署) Agriculture, Fisheries and Conservation Department (AFCD)
牌照 Licence	動物售賣商牌照 Animal Trader Licence (ATL)
持牌動物售賣商 licensed animal trader	與第 139B 章第 2 條中的涵義相同。 According to the definition given in Regulation 2 of Cap. 139B.
領有牌照的處所 licensed premises	
持牌人 licensee	動物售賣商牌照上所示的持牌人。 The licensee as indicated on the Animal Trader Licence.

<p>晶片 microchip</p>	<p>在《狂犬病規例》(第 421A 章)附表 3 中所指的器物。 A device specified in Schedule 3 of the <i>Rabies Regulation</i> (Cap. 421A).</p>
<p>基本圍封物 primary enclosure</p>	<p>與第 139B 章第 2 條中的涵義相同。 According to the definition given in Regulation 2 of Cap. 139B.</p>
<p>註冊獸醫 registered veterinary surgeon</p>	<p>任何根據《獸醫註冊條例》(第 529 章)在香港獸醫管理局註冊的獸醫。 Any veterinary surgeon registered under the Veterinary Surgeons Board of Hong Kong in accordance with the <i>Veterinary Surgeons Registration Ordinance</i> (Cap. 529).</p>
<p>出售 sell</p>	<p>與第 139B 章第 2 條中的涵義相同。 According to the definition given in Regulation 2 of Cap. 139B.</p>

2. 引言 Introduction

- 2.1 在香港畜養動物，必須注重動物的福利及照顧。隨着知識的改進及社會觀念的改變，以往一些或可容忍的做法，現已視作不可取。

The welfare and care of animals are of utmost importance for keeping animals in Hong Kong. Practices which once have been tolerated may now be considered inappropriate due to advances in knowledge and the ever-changing societal values.

- 2.2 要充分保障動物福利，便須實行良好的動物管理。本守則旨在確保動物售賣業的所有從業員清楚明白本身的責任，從而令所照顧動物的福利得到周全的保障。

Without good animal management, animal welfare can never be adequately protected. This code serves to ensure that all personnel, who are involved in animal trading, are fully aware of their responsibilities in ensuring the good welfare of the animals under their care.

- 2.3 除了須遵守香港法例第 169 章《防止殘酷對待動物條例》的最低法律要求外，有關負責人須承擔對動物的“照顧責任”，換言之，負責人須按照本營業守則的要求，致力採取一切合理措施，確保：

In addition to the minimum legal requirements laid out in the *Prevention of Cruelty to Animals Ordinance* (Cap. 169), the responsible person has to live up to the “duty of care” standard. In other words, such duty requires him to take all reasonable steps to comply with all the conditions contained herein to ensure that:

- (a) 貓隻可經常飲用新鮮食水;

The cats shall have constant access to fresh water;

- (b) 貓隻有合適而足夠的膳食，以保持良好健康，活力充沛;

The cats shall be provided with a suitable and adequate diet to maintain full health and vigour;

- (c) 貓隻有合適居住環境，包括遮蔽處及舒適的休息處;

The cats shall be provided with an appropriate living environment including shelter and a comfortable resting area;

- (d) 保持貓隻健康，避免貓隻受傷及患病。有關方法包括採取預防貓隻受傷及患病的措施，並於貓隻受傷或患病時，迅速為牠們提供診斷及治療；

The cats shall be maintained in good health and free from injuries and illness. This can be achieved by taking preventive measures to prevent injuries and illness as well as rapid diagnosis and treatment when illness occurs;

- (e) 貓隻可表現其正常行為。有關方法包括為牠們提供充足空間及適當設施，如情況許可，可安排其他貓隻與牠們作伴；及

The cats shall be allowed to express normal behaviour. This can be achieved by providing sufficient space, proper facilities and, when appropriate, the company of other cats; and

- (f) 貓隻不應處於可引起恐懼或痛苦的情況。處理貓隻時應採取合適的方法，以免牠們感到恐懼或痛苦。

The cats shall not be subject to conditions that would create fear or distress. The cats shall be handled in an appropriate manner to avoid suffering from fear or distress.

- 2.4 本守則於任何時候都適用於領有牌照的處所、持牌人、在該處所工作的長期或臨時員工，以及在該處所內的所有貓隻。

This Code shall apply to the licensed premises, the licensee, permanent or temporary staff working at such premises and all cats within such premises at all times.

- 2.5 在本守則中，若條款中用上“確保”，“必須（即‘須’）”的字眼，代表條款屬強制性，必須執行；而若條款中使用“應該（即‘應’）”的字眼，則指該措施屬建議措施。

The words “must” and “shall” indicate enforceable requirements whilst “should” indicates a recommendation.

法律責任

Legal Responsibilities

- 3.1 本港的動物售賣業務受本署規管。只有符合全部發牌規定的人士，才會獲簽發動物售賣商牌照，而關於照顧動物福利需要的條件，亦屬發牌規定之一。如發現有動物售賣商導致所照顧的動物受殘酷對待，或違反任何牌照條件(包括本守則)，本署會向該名動物售賣商提出檢控。

Animal trading businesses in Hong Kong are regulated by this Department. An Animal Trader Licence will only be issued to a person after all requirements for the Licence have been met. Terms for meeting animal welfare needs are also part of the requirements. Any animal traders found to have caused cruelty to animals under their care, or breached any Licence Conditions (including this Code), may be prosecuted by this Department.

- 3.2 任何人如被裁定無牌經營動物售賣業務，可被判以《公眾衛生(動物及禽鳥)(售賣及繁育)規例》(第 139B 章)所訂明的相關罰則。

If a person is convicted of operating an animal trading business without a Licence, the offender is liable to penalties as stipulated under the *Public Health (Animals and Birds) (Trading and Breeding) Regulations* (Cap. 139B).

- 3.3 任何人如不遵守本守則及第 139B 章所訂的任何其他適用牌照條件，可根據《公眾衛生(動物及禽鳥)(售賣及繁育)規例》(第 139B 章)被定罪，並被判以該規例所訂明的相關罰則。

Failure to comply with this Code and any other applicable Licence Conditions under Cap. 139B will result in liabilities as stipulated under the *Public Health (Animals and Birds) (Trading and Breeding) Regulations* (Cap. 139B).

- 3.4 根據《防止殘酷對待動物條例》(第 169 章)，任何人如有包括但不限於下列行為，即屬違法：

Under the *Prevention of Cruelty to Animals Ordinance* (Cap. 169), a person commits an offence if that person, amongst other things:

- (a) 導致任何動物受到不必要的痛苦；
causes unnecessary suffering to any animal;

- (b) 身為任何動物的擁有人而准許其他人導致該動物受到任何不必要的痛苦；或
being the owner permits any unnecessary suffering to be so caused to any animal; or

- (c) 掌管任何被禁閉的動物，但疏於為該動物提供充足的食物和潔淨食水。
being in charge of any animal in confinement neglects to supply such animal with sufficient food and clean, fresh water.

3.5 《防止殘酷對待動物條例》(第 169 章)訂明，任何人如殘酷對待動物，一經定罪，可被判以條例所訂明的相關罰則，而該人所持有根據第 139B 章發出的牌照亦有可能被取消。

If convicted of an offence relating to cruelty to animals, the offender is liable to penalties under the *Prevention of Cruelty to Animals Ordinance* (Cap. 169) and the Licence issued under Cap. 139B may be cancelled.

3.6 持牌人須承擔相關責任，確保處所環境達到本守則所訂規定，以及處所內所有員工及其他人遵守本守則。

The licensee is responsible for ensuring that the premises as well as all staff and persons within the premises comply with this Code.

4. 持牌動物售賣商的謹慎責任

Duty of care of a licensed animal trader

售賣貓隻的動物售賣商必須於任何時間都對貓隻承擔謹慎行事的責任，並須：

A licensed animal trader selling cats has a duty of care to the cats at all times and must:

- (a) 提供符合所飼養貓隻身體及活動要求的房舍及設備；
provide accommodation and equipment suitable for the physical and behavioural requirements of the cats held;
- (b) 採取必要的保護措施，保護貓隻免遭不利的自然或人為條件影響，亦免受人類或其他動物不必要的干擾；
provide necessary protection for the cats against adverse natural or artificial conditions and unnecessary interference from humans or other animals;
- (c) 在基本圍封物內提供充足空間，供貓隻站立、自由走動、舒展身體和休息；
provide adequate space in the primary enclosure for the cats to stand, move around freely, stretch fully and rest;
- (d) 提供充足、適合的貓糧和食水，以維持貓隻健康；
provide enough and appropriate feed and fresh water to maintain the cats in good health;
- (e) 保護貓隻以免貓隻患病、感到痛苦及受傷；
protect the cats from disease, distress and injury;
- (f) 及時為患病或受傷貓隻提供獸醫治療；
provide prompt veterinary treatment to the cats in cases of disease or injury;
- (g) 保持領有牌照的處所衛生；
maintain the licensed premises in hygienic conditions;
- (h) 經常視察貓隻以保障其福利；

conduct regular inspections on the cats to ensure their welfare;

- (i) 督導員工並提供必要的培訓，確保他們勝任所負責範疇的職責；
及
supervise staff and ensure that they are competent in their scope of responsibilities and provide training whenever necessary; and
- (j) 提醒買家，特別是從未畜養過貓隻的人士，必須盡責照顧貓隻，
承擔謹慎責任，致力保障貓隻的福祉。
advise buyers, especially those who have never kept a cat before, to act responsibly and exercise a duty of care for the well-being of the cat.

5. 環境及設施 Environment and Facilities

5.1 領有牌照的處所

The licensed premises

- (a) 須把所有貓隻放置於符合下列規定的基本圍封物內，不得讓牠們在領有牌照的處所內隨意活動。

All cats shall be housed in primary enclosures as specified below and shall not be permitted to move around freely within the licensed premises.

- (b) 領有牌照的處所必須採取措施，防治昆蟲、外寄生蟲、鳥類和哺乳類害蟲，並達到本署滿意的程度。

Measures shall be put in place, to the satisfaction of this Department, to prevent or control insects, ectoparasites, and avian and mammalian pests on the licensed premises.

5.2 處所內的基本圍封物

Primary Enclosures within the premises

- (a) 不得以貓隻付運時通常使用的容器作為基本圍封物。

Containers normally used for shipping and transporting cats must not be used as primary enclosures.

- (b) 基本圍封物須有充足空間供貓隻站立、自由轉身、舒展身體和休息。每個基本圍封物的最少面積和尺寸如下表所列：

Primary enclosures shall provide enough space for cats to stand, turn around freely, stretch fully, and rest. The minimum floor area and dimensions of each primary enclosure are provided in the following table:

貓隻年齡 Age of cats	每個基本圍封物所容納的貓隻數目 Number of cats which may be kept in one enclosure	最少面積（平方米） Minimum floor area (m ²)	最少闊度/長度（米） Minimum width/length (m)	最少高度（米） Minimum height (m)
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16 週大或以下 Up to 16 weeks old	1-4	0.6	0.6	0.6
	5	0.75		
	6 (最多 maximum)	0.9		
超過 16 週大 Over 16 weeks old	1	0.6	1.0	1.2
	2	0.9		
	3*	1.2		
	4	1.5		
	5	1.8		
	6 (最多 maximum)	2.1		

如三隻或以上的貓隻年齡大於 16 週並居住在同一圍封物內，圍封物必須提供垂直空間和平台供貓爬和休息。

* If 3 or more cats over 16 weeks old are housed in the same enclosure, the primary enclosure must include vertical space and platforms for cats to climb and rest.

- (c) 當多於一隻貓隻被放置在同一個基本圍封物內時，須確保所有貓隻的身形大小相約，可以共處，並須密切監察貓隻狀況，以確保貓隻之間沒有衝突發生。須根據實務守則提供足夠的資源給貓隻，包括躲藏及睡眠空間、食物和飲水機、貓砂盆和玩具等。如情況許可，應該分開放置不同來源的貓隻。

When more than one cat is kept in a primary enclosure, all cats must be of similar size, compatible and monitored closely to ensure there are no conflicts between the cats. Sufficient resources including hiding and sleeping areas, food and water dispensers, litter tray, toys, etc., as required by this CoP, must be provided for all cats. Where possible, cats from different sources should be kept separately.

- (d) 凡進行繁育之售賣場地，均須為每一隻貓提供至少 2.0 平方米的活動範圍，而長度及闊度均不少於 0.9 米；高度不少於 0.6 米。
At all trading premises where breeding occurs, each animal shall be provided with a living area of not less than 2.0 square meters; length and width not less than 0.9m; height not less than 0.6m.

- (e) 基本圍封物須結構良好，並固定於牆壁及／或地面。
Primary enclosures shall be structurally sound and fixed to the wall and/or ground.
- (f) 基本圍封物須至少有一面為密封式牆壁（實心、連成一片而不透光）。
At least one side of the primary enclosure must be a sealed wall (solid, contiguous and opaque).
- (g) 圍封物的安置須確保貓隻不在其恐懼的動物（例如狗隻）視線範圍內。
The enclosures shall be arranged to ensure that cats are not within line of sight of other types of animals which may cause fear (e.g. dogs).
- (h) 位於門窗附近的圍封物須設有保護裝置，以免受陣風吹襲。
Any enclosures near doors and windows shall be protected from draughts.
- (i) 基本圍封物的設計須方便定期清潔、視察貓隻和監察其飲食情況。
Primary enclosures shall be designed to permit regular cleaning, inspection of the cats and monitoring of food and water.
- (j) 每個基本圍封物須包含至少一個合適尺寸的貓砂盤，盤內確保有適量及適合貓用的貓砂。
Each primary enclosure shall contain at least one litter tray of a suitable size containing a suitable amount of appropriate litter material.
- (k) 貓隻可觸及的圍封物內層須以不透水並可清洗的物料構成，且沒有任何可引致貓隻受傷的突出物。接縫及角位須妥善填封。
The internal surfaces of enclosures with which the cats come in contact shall be constructed of impervious, washable materials, and shall be free from projections which may cause injury to the cats. Joints and corners shall be properly sealed.

- (l) 地台的構造須以不會令貓隻肢體受傷為原則。地台須全部為實心且連成一整片，並鋪有光滑但不易令貓隻滑倒的材料及有足夠的排水設施。
The floor shall be constructed in a manner that protects the cat's appendages from injury, 100% of the floor shall be solid and contiguous with a smooth non-slip surface and adequate drainage.
- (m) 須為貓隻提供適當的玩樂，例如為貓隻提供玩具、攀爬架和平台、讓貓隻與人有正面交往、與其他可共處的貓隻玩耍，並為貓隻提供其他智力上的開發。
Appropriate behaviour enrichments, such as toys, climbing frames and platforms, positive human interaction, play with other compatible cats and other mental stimulation shall be provided.
- (n) 必須為貓隻提供貓抓柱或抓板。
Scratching post or board must be provided.
- (o) 必須為貓隻提供遮蔽箱。(貓砂盆不可當作遮蔽箱)
Hiding box must be provided. (Litter tray cannot be counted as hiding box.)
- (p) 須為貓隻提供合適的墊料或休息平台，而墊料／休息平台須保持清潔，並在有需要時更換。墊料／休息平台的數量須足夠於該圍封物內的所有貓隻使用。
Suitable bedding or a sleeping platform sufficient for the number of cats held should be provided and must be kept clean and changed when necessary.
- (q) 基本圍封物底部離地不得超過 1.5 米。
The bottom of primary enclosures shall not be more than 1.5m off the ground.
- (r) 基本圍封物不可堆疊多於兩層，並須防止上層圍封物對下層圍封物造成污染。
Primary enclosures must not be stacked more than two-tier high and contamination of the lower enclosure from the upper one must be prevented.

- (s) 在領有牌照的處所的營業時間結束後，不得把貓隻公開展示。
The cats on the licensed premises shall not be exposed to the general public after the close of business hours.
- (t) 不得讓公眾人士在未得店員容許下擅自進入圍封物內。
Access to the enclosed area by the general public shall not be allowed without permission of the shop staff.
- (u) 圍封物須保持維修良好。
Enclosures shall be well maintained.

最佳做法的建議

Best Practice Recommendations

- i. 基本圍封物應包含供貓隻攀爬和休息的垂直空間及平台。
Primary enclosures should include vertical space and platforms for cats to climb and rest.
- ii. 當數隻貓隻居住在一起時，應為每一隻貓提供最少一個貓砂盤，並準備多一個額外的貓砂盤。
Where cats are housed in groups, at least one litter tray per cat plus one extra should be provided.
- iii. 貓隻的睡眠區域、餵飼區域及貓砂盤之間應有最少0.6米的距離。這需要提供超過上文（b）部要求的最少面積。
There should be at least 0.6m in between the sleeping area, feeding area and litter tray(s). This would require provision of more than the minimum area in (b) above.
- iv. 由於貓隻較喜歡高處，貓籠不應放置於地面。
Cages should not be at ground level as cats prefer to be higher up.
- v. 應讓貓隻每日在基本圍封物外，受看管下活動或玩耍最少兩次，每次半小時。貓隻的活動範圍應為不少於1.8平方米的實心地台，並能防止牠們逃走。可共處的貓隻可以一起活動。
The cats should be provided the opportunity to have supervised exercise/ play outside of the primary enclosure for at least half an hour twice a day. The exercise area should be at least 1.8m² with a solid floor and be escape-proof. Socially compatible cats may be exercised together.

5.3 冷暖氣及溫度

Heating, cooling and temperature

- (a) 基本圍封物須有足夠而又不會產生陣風的通風設備，以免積聚臭味、尿味、濕氣、熱力及塵埃。

Primary enclosures shall have adequate, draught-free ventilation to prevent the build-up of foul odours, ammonia, moisture, heat and dust.

- (b) 須按領有牌照的處所內的情況提供充足冷暖氣，避免貓隻受過冷或過熱的溫度影響，以保障牠們健康。

The licensed premises shall be sufficiently heated or cooled when necessary to protect the cats from cold or hot temperatures which are not compatible with their welfare.

- (c) 基本圍封物內的溫度須經常保持在攝氏 18 至 28 攝氏度之間。

The temperature inside the primary enclosures shall be kept within the range of 18 to 28 degrees Celsius at all times.

5.4 環境照明

Ambient lighting

- (a) 須提供足夠光度的照明供檢查和監察動物。晚間必須關燈，以便動物建立符合自然、晝出夜息的習慣。

Lighting provided must be of sufficient intensity to allow thorough inspection and observation of animals. Lighting shall be switched off at night to allow for a natural diurnal pattern.

- (b) 須採取措施，防止動物直接接觸照明設備。

Measures shall be taken to prevent direct contact with light sources.

- (c) 須小心確保燈光不會產生過量熱力。

Care shall be taken to ensure that the lights do not generate excessive heat.

- (d) 除非有足夠的遮蓋物及通風設備，否則貓隻不應長時間直接暴露於陽光下(例如店內櫥窗內)。貓隻如出現任何不適，須立即把牠移走。

The cats shall not be exposed to prolonged direct sunlight (e.g. shop windows), unless adequate shade and ventilation are provided. If the cats are showing any signs of distress, they shall be moved immediately.

5.5 與領有牌照的處所內其他動物接觸

Exposure to other animals on the licensed premises

須保護貓隻免因其他動物而引致不適或受傷，亦免被顧客過度觸摸或騷擾。

Cats shall be protected against distress or injury caused by other animals, and from excessive handling or interference by customers.

5.6 緊急設施

Emergency facilities

持牌處所須按照相關法例的規定設置適當滅火裝備，並須作出安排，方便在發生緊急事故時把貓隻迅速撤走。如籠已上鎖，則鎖匙應放在各員工容易接觸之處，以便迅速撤走貓隻。

The licensed premises shall be equipped with appropriate fire-fighting equipment in compliance with the relevant legislation. Provision shall be made for easy access to the cats for their swift evacuation in cases of emergency. If cages are locked the keys shall be readily accessible to all staff to allow swift evacuation.

5.7 電力及水管設備

Electrical and plumbing equipment

所有電力及水管設備均須定期檢查，並保持良好操作狀態。

All electrical and plumbing equipment shall be checked regularly and maintained in good working order.

5.8 洗手設施

Hand washing facilities

領有牌照的處所內須設有洗手設施連洗手液，以供顧客及員工使用。
Hand washing facilities with soap shall be available for customers and staff on the licensed premises.

5.9 清潔程序

Cleaning procedures

- (a) 須設置適當設施，以便為持牌處所、圍封物、器具和設備妥善進行清潔及消毒。

There shall be appropriate facilities to enable proper cleaning and disinfection of the licensed premises, enclosures, utensils and equipment.

- (b) 須每日清洗和抹乾基本圍封物，包括其頂部、側面、地台、格柵、牆壁及門。此外，須定期消毒貓隻之間的圍封物；每天須定時清理排泄物。

Primary enclosures including the tops, sides, floors, grates, walls and doors shall be cleaned and dried daily; disinfection shall also be done regularly and in between cats; excrement shall be removed periodically throughout the day.

- (c) 須每日清潔貓糧容器、盛水容器及玩樂物品，並於不同動物使用前後進行消毒。

Food dishes, water bowls and behavioural enrichments shall be cleaned daily and disinfected in between use by different animals.

- (d) 須每天最少一次清理貓砂盤內累積的排泄物，並按需要添加額外的貓砂。此外，必須最少每三天徹底清空並清潔貓砂盆一次。當數隻貓隻被放置在一起時，則需要更頻繁地進行清潔。

The litter tray must be cleared of accumulated urine and faeces at least once a day and additional litter added as necessary. The litter tray must be completely emptied and cleaned at least every three days. When cats are housed in groups more frequent cleaning is required.

- (e) 清潔進行期間，須提供足夠通風，確保人與貓不會受有害煙霧／氣體所影響。

Adequate ventilation shall be provided to ensure that the cats and people are not exposed to noxious fumes/ vapours during cleaning.

5.10 廢物處理

Waste disposal

須採取妥善的廢物處理方法，以處置在領有牌照的處所內產生的廢物。

There shall be a proper waste disposal method for waste generated on the licensed premises.

5.11 美容設施

Grooming facilities

- (a) 領有牌照的處所如設有貓隻美容區，該範圍須保持清潔。

If there is a grooming area on the licensed premises, it shall be kept clean.

- (b) 貓美容設備須全部保持清潔，並維持良好操作狀態。

All equipment used for grooming shall be kept clean and in good working order.

- (c) 不得把供出售的貓隻畜養於美容區內。

No cats for sale shall be kept in the grooming area.

- (d) 不得以貓隻付運時通常使用的容器作為基本圍封物。

Containers normally used for shipping and transporting cats must not be used as primary enclosures.

- (e) 基本圍封物須有充足空間，供貓隻站立、自由轉身、舒展身體和休息。

Primary enclosures shall provide enough space for cats to stand, turn around freely, stretch fully, and rest.

- (f) 基本圍封物須結構良好，並固定於牆壁及／或地面。

Primary enclosures shall be structurally sound and fixed to the wall and /or ground.

- (g) 基本圍封物須按需要進行局部清潔。

Primary enclosures shall be spot cleaned as necessary.

- (h) 貓隻可觸及的圍封物內層須以不透水並可清洗的物料構成，且沒有任何可引致貓隻受傷的突出物。接縫及角位須妥善填封。

The internal surfaces of enclosures with which the cats come in contact shall be constructed of impervious, washable materials, smooth sided and shall be free from projections which may cause injury to the cats. Joints and corners shall be properly sealed.

- (i) 地台的構造須以不會令貓隻肢體受傷為原則。地台須全部為實心且連成一整片；並鋪有光滑但不易令貓隻滑倒的材料及有足夠的排水設施。

The floor shall be constructed in a manner that protects the cats' appendages from injury, 100% of the floor shall be solid and contiguous with a smooth non-slip surface and adequate drainage.

- (j) 不得讓貓隻留在有關圍封物內超過 12 小時或在圍封物內留宿。

Cats must not be kept in these enclosures for more than 12 hours or kept in these enclosures overnight.

- (k) 接受美容服務的貓隻，不得放置於用作售賣貓隻的基本圍封物內。

The cats for grooming services must not be placed in cages designated as primary enclosures for the sale of cats.

6. 持牌人及員工應具備的技能 **Competencies of the licensee and staff**

6.1 人員及培訓 **Manpower and training**

- (a) 持牌人須確保有足夠人員應付領有牌照的處所的正常運作，並使處所內貓隻的福利能達致本營業守則所規定的水平。

The licensee shall ensure that adequate manpower is provided to meet the operational needs of the licensed premises and the welfare requirements of the cats as detailed in this Code of Practice.

- (b) 持牌人有責任監督員工及確保員工具備該工作範圍之技能，並須按需要提供培訓。

It is the licensee's responsibility to supervise staff and ensure that they are competent in their areas of responsibilities and provide training wherever necessary.

6.2 應具備的技能 **Competencies**

- (a) 能夠識別貓隻患病的徵狀及為貓隻探熱。

Able to recognise signs of illness and take the temperature of the cats.

- (b) 能夠憑肉眼察覺貓隻有蚤、蜱、蟲及寄生蟲等疾患。

Able to check visually for presence of fleas, ticks, lice and worms.

- (c) 能夠為處所、貓隻使用的飲食器具和其他範圍妥善進行清潔及消毒。

Able to properly clean and disinfect the enclosures, feeding/drinking utensils and other areas used by the cats.

- (d) 對有關品種的貓隻的基本特徵及需要有認識；

Have knowledge on the basic characteristics and needs of the breed of cat;

(e) 能夠就下列事項向新貓主提供建議：

Able to advise the new owner of the cat on the following:

- ◇ 貓隻適應新環境；
settling the cat into its new environment;
- ◇ 幼貓至成年貓階段的餵飼需要；
feeding requirements from kitten to adulthood;
- ◇ 持續照顧；
on-going care;
- ◇ 貓隻的行為需求，包括如何設置貓砂盆；
behavioural needs including litter tray;
- ◇ 為貓隻清潔；
grooming the cat,
- ◇ 貓隻成年後大概的體型及性情；及
potential size and temperament as an adult; and
- ◇ 作為貓主的法律責任。
legal responsibilities as an owner.

6.3 營業守則

Code of Practice

- (a) 領有牌照的處所內各員工都必須熟知本營業守則的條文。
All staff of the licensed premises shall be well versed in this Code of Practice.
- (b) 各員工須簽署聲明書，證實已閱讀和熟悉本營業守則的條文，並明白他們在本守則下的責任。
All staff shall sign a statement confirming that they have read and are acquainted with this Code of Practice and understand their duties stated herein.

7. 貓隻規定 Requirements for the cats

7.1 識別方法 Identification

貓隻須由註冊獸醫或根據《狂犬病條例》(第 421 章) 第 5 條所委任的特准人員植入晶片，以資識別。(持牌人亦應參照牌照條件中有關出售貓隻的規定。)

All cats for sale shall be identified with a microchip implanted by a registered veterinary surgeon. (Licensee should also refer to the requirements for the selling of cats as stipulated in the Licence Conditions.)

7.2 食水及貓糧 Water and food

- (a) 須讓貓隻隨時輕易方便地飲用清潔食水。

The cats shall have easy and convenient access to clean water at all times.

- (b) 飲用水必須新鮮及不受污染，並盛載於貓隻不易翻倒的容器內。

Drinking water shall be fresh and free from contamination and shall be maintained in containers in such a manner that the cats cannot easily turn containers over.

- (c) 貓糧須放在不易翻倒的容器內，並保持不受污染，任何未食完的食物必須在 24 小時內棄置。

Food shall be placed in a bowl that cannot be easily turned over and shall be kept free of contamination; any uneaten food must be disposed of within 24 hours.

- (d) 須按照貓糧製造商的指示，餵飼貓隻有營養、合口味及適合其年齡和品種的貓糧，以維持牠們的健康。

To maintain the cats in good health, they shall be fed with food which is nutritious, palatable and appropriate for their ages and breeds with reference to the manufacturers' instructions.

7.3 健康檢查及獸醫護理

Health check and Veterinary care

- (a) 持牌人須確保有一名獸醫服務供應商可隨時提供診治，並須在獲授權人員要求時，提供有關獸醫服務供應商的資料。

The licensee shall have a veterinary service provider available for consultation at all times and the details of their veterinary service provider shall be provided to the authorised officers upon request.

- (b) 所有貓隻須在供出售之前不超過 30 日接受獸醫檢驗。

All cats shall undergo a veterinary examination no more than 30 days prior to being offered for sale.

- (c) 須設有預防疾病的健康計劃，包括進行例行的內外寄生蟲預防治療。

A preventative health plan shall be in place, including routine prophylactic treatments from endo- and ecto-parasites.

- (d) 必須每日檢查貓隻是否有健康欠佳的徵狀，例如：

The cats shall be checked each day for signs of ill health such as:

- ◇ 腹瀉；
diarrhoea;
- ◇ 嘔吐；
vomiting;
- ◇ 食慾不振；
no appetite;
- ◇ 咳嗽；
coughing;
- ◇ 打噴嚏；
sneezing;
- ◇ 流鼻水；
watery nose;
- ◇ 流眼水；
watery eyes;
- ◇ 經常搔／揉耳朵及皮膚；

excessive scratching/rubbing of ears and skin;

◇ 昏睡或極度疲倦；

lethargy or excessive tiredness.

- (e) 貓隻如患病或受傷，必須立刻向持牌人或經理報告。有關貓隻須即時隔離，其墊料及糞便亦須移除和適當地棄置。每當有確診／懷疑患病或受傷貓隻被隔離，均須隨即為傷病貓隻曾使用的展示區、籠或圍封物，以及盤和餵飼設備消毒。

Any illness or injury shall be reported to the licensee or manager immediately. Any such cat shall be immediately separated from other animals. Bedding materials and excreta shall be removed and appropriately discarded. Display areas, cages or enclosures, trays and feeding equipment used by the sick cat shall be disinfected immediately after every diagnosed/suspected sick or injured cat has been isolated.

- (f) 受傷或患病的貓隻須由註冊獸醫提供適切治療。

Appropriate treatment from a registered veterinary surgeon must be sought for any cat having an injury or illness.

- (g) 受傷或患病的貓隻必須隔離並禁止與公眾接觸直至完全康復為止。

Sick or injured animals must be kept isolated and away from public display until fully recovered.

- (h) 在獲授權人員要求時，須提供證據(例如發票或醫療記錄)，以證明已為貓隻安排足夠及適時的獸醫護理。

Proof of adequate and timely veterinary care shall be provided to the authorised officers upon request (e.g. invoices or medical records).

7.4 防疫注射

Vaccination

- a) 所有要約出售的貓隻應由註冊獸醫¹接種最少兩次疫苗，以預防貓瘟及貓呼吸系統疾病，並須附有由註冊獸醫¹發出的注射記錄正本，該記錄須列出接種日期、疫苗種類、疫苗批號、疫苗有效日期及下一次注射到期日。該注射記錄亦必須註明貓隻的晶片號碼、品種、毛色及年齡或出生日期。

All cats offered for sale shall receive at least two vaccinations against Feline Panleukopenia and Feline Respiratory Disease by a registered veterinary surgeon¹ and be accompanied by an original vaccination certificate issued by a registered veterinary surgeon¹ including the date of vaccination, vaccine type, lot number and expiry date of the vaccine and the date when the next vaccine is due. The vaccination certificate must also record the microchip number, breed, colour and age or date of birth of the cat.

- b) 每次疫苗接種一般應相隔至少兩星期。貓隻在接種第二次疫苗後，必須相隔至少一星期，方可作出售或要約出售之用。
The vaccinations should normally be given at least two weeks apart and the cats shall not be sold or offered for sale until a minimum of **one week** after the second vaccination.

7.5 清潔及護理

Cleaning and Grooming

- (a) 須時刻保持貓隻清潔，其毛髮不應骯髒或纏結。
The cats shall be kept clean at all times and the coat shall not be soiled or matted.
- (b) 須定期檢查貓隻趾甲，確保不會令貓隻在硬地走動時感到不舒適，如有需要，應採取如修剪趾甲等程序，以作改善。必須為貓隻提供貓抓柱或抓板。
The nails of the cats shall be checked periodically to ensure that they do not cause discomfort as cats move around on hard ground – if required remedial steps such as trimming shall be performed. A scratching post or board must be provided.

¹ Or a veterinarian registered in the place of origin, for imported cats

8. 售出貓隻後 Upon completion of sale

8.1 資料單張 Handouts

必須向新貓主提供以下資料(不能另外收費)：

The new owner shall be provided with the following information (at no extra charge):

- (a) 餵飼貓隻的指引，包括適用於有關品種及年齡的貓隻的詳細營養餐單；
Instructions on the feeding of the cat with a complete nutritious diet appropriate for its breed and age;
- (b) 有關貓隻行為需要、玩樂及貓砂盆；
Information on behavioural needs, enrichment and litter tray;
- (c) 絕育的好處；及
Benefits of neutering; and
- (d) 貓隻的社交及照顧。可以參考由本署或其他本地動物福利機構所出版的教材。
Socialisation and care of the cat. Reference may be made to the educational materials produced by this Department or other local animal welfare organisations.

8.2 貓糧 Food

- (a) 須告知新貓主應避免貓隻的膳食突然轉變。
The new owner shall be advised to avoid abrupt change in diet of the cat.
- (b) 把現時餵飼貓隻所用貓糧的牌子名稱及種類告知新貓主。

The new owner shall be informed of the brand name and the type of cat food currently fed to the cat.

(c) 提供餵飼指引。

A feeding guide shall be provided.

8.3 把貓隻帶返家中 Taking the cat home

如情況適用，應使用手提容器(籠或箱)把貓隻運返家中。

When appropriate, a carrier (box or crate) shall be used to transport the cat home.

8.4 帶貓隻見獸醫 Veterinary visit

須告知新貓主應在數日內把貓隻帶到註冊獸醫處進行詳細身體檢查，並聽取註冊獸醫在貓隻照顧、防疫注射及杜蟲治療方面進一步提供的意見。

The new owner shall be advised to take the cat to a registered veterinary surgeon for a thorough physical examination within the next few days and for further advice on care, vaccination and deworming treatments.

8.5 合約 Contract

須在書面合約內向新貓主表明，是否有任何對買家作出與購買有關貓隻相關的保證，如有的話，有關保證會在哪些情況下適用。

The new owner shall be notified in writing in the contract if there are any guarantees by the seller relevant to the purchase of the cat and the circumstances under which such guarantees would apply in purchasing the cat.

9. 雜項
Miscellaneous

- 9.1** 持牌人請參閱《藥劑業及毒藥條例》(第 138 章)及《獸醫註冊條例》(第 529 章)的條文。

The licensee's attention is drawn to the provisions of the *Pharmacy and Poisons Ordinance* (Cap. 138) and the *Veterinary Surgeons Ordinance* (Cap. 529).

- 9.2** 持牌人及員工不得參與為已出售貓隻的診斷及治療的工作。

The licensee and staff shall not engage in any diagnosis and treatment of cats that have been sold.