Department of Agriculture and Fisheries

**Management plan template**

*Exhibited Animals Act 2015*

*This management plan template is not a mandatory requirement when applying for species under the Exhibited Animals Act 2015 (Act) and an applicant may choose to create their own management plan. However following this template will assist in fulfilling the requirements of the Act.*

*When submitting a management plan information may be forwarded using tables, word documents, photographs and other means to address the criteria. Please ensure that if addressing the criteria in this manner the responses to the questions are clearly labelled with the corresponding question number and descriptions are provided for any photographs submitted. A copy of the completed application should be kept for future reference.*

*Licence holders authorised under previous legislation that are applying under the Exhibited Animals Act 2015 must submit all information requested as per S37 of the Exhibited Animals Act 2015. Information previously submitted to the Department under existing legislation must be resubmitted for the assessment of this management plan.*

***Amendments to existing management plans*** *- If completing an amendment to an existing management plan and the Department has previously been provided with a Standard Operating Procedure (SOP) or Policy for various questions in Part E, you do not have to resubmit the SOP or Policy. The exception is if changes (other than adding a species name) have been made to address any relevant risks or adverse effects. Please ensure that in the relevant questions you provide the details of the specific SOP or Policy the answer relates to.*

Part F includes a definitions page to assist in the completion of this management plan. Each defined term is identified by the following symbol \*. Further information about obtaining a licence under the *Exhibited Animals Act 2015* is available on the Exhibited Animals Website <http://www.business.qld.gov.au/industry/agriculture/exhibiting-animals-queensland>

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| **Applicant name:** | **Click here to enter text.** |
| **Applicant company: (if applicable)** | **Click here to enter text.** |

Part A - Species detail

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| This application is for: ***(please click on the relevant boxes)*** |
| [ ]  | A single species |  |
| [ ]  | Animals of a taxonomic grouping (e.g. more than one sub-species – carpet python, diamond python etc.). |  |
|  | Please indicate which category.* *Category A animals are all native animals that may be held on a recreational wildlife licence.*
* *Category B animals are all native animals that are not permitted to be held on a recreational wildlife licence. This category includes the non-indigenous dingo and European rabbit.*
* *Category C animals are all non-indigenous animals.*
 |  |
|  | [ ]  A [ ]  B [ ]  \*C1 [ ]  \*C2  |  |

**Helpful Hints:**

* In the table provided record the common name and scientific name for each species proposed.
* For each species identify breeding or nonbreeding by marking the relevant box.
* If proposing to breed the species, the maximum number of adults should be recorded within the “maximum number adults proposed” column.
* The maximum number of juveniles to be held should be recorded within the “maximum number juveniles proposed” column.
* Where relevant, record male (M) or female (F) next to the corresponding number.

*Note: If there is insufficient space please attach a list of the information and submit it with this management plan application.*

*Note: Adult numbers recorded must match the proposed number of enclosures and spatial requirements for the species. When recording adult and juvenile numbers please ensure that numbers recorded in the “maximum proposed adult column” are not exceeded by keeping juveniles at the sub-adult stage of life. Details provided within this management plan including proposed adult numbers and enclosure specifications will be used to assess the granting of the species.*

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| **Common name** | **Scientific name** | **Maximum number adults proposed** | **Maximum number juveniles proposed** | **Breeding** | **Nonbreeding** |
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**Part B - Relevant experience**

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| [ ] [ ]  | Relevant up-to-date experience for the proposed species is attached.All animals being applied for are currently held under a licence prescribed under existing legislation for the purposes of exhibiting to the public.  |
| [ ]  | Relevant up-to-date experience for the proposed species is detailed below. |
|  | **Click here to enter text.** |

Part C - Species exhibition and dealings

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| --- |
| How do you propose to primarily \*keep the animal: ***(click a box to select/deselect)*** |
| 1. [ ]
 | In a travelling collection?(e.g.as an interstate exhibitor; animals not held at a \*regular enclosure site within Queensland) |
| 1. [ ]
 | In a \*regular enclosure at the \*regular enclosure site? (e.g. held at your house where the public do not view the animal).  |
| 1. [ ]
 | In a \*regular enclosure at the \*regular enclosure site that is open to the public most of the time? (e.g. held at a premise where the public will enter and view the animal). |

Part D - Exhibition & dealing activities proposed

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| How do you propose to \*exhibit the animal: ***(click one or more boxes to select/deselect)*** |
| 1. [ ]
 | In its \*regular enclosure at the \*regular enclosure site?***(e.g. primary enclosure at a zoo)*** |
| 1. [ ]
 | In a \*controlled area outside the \*regular enclosure at the \*regular enclosure site?***(e.g. in a stadium, stage area or other confined designated area within a zoo)*** |
| 1. [ ]
 | In a \*regular enclosure, outside the \*regular enclosure site? ***(e.g. regular enclosures placed on tables under a marquee at a fete or market place).*** |
| 1. [ ]
 | Within a \*controlled area outside the \*regular enclosure site? ***(e.g. removable snake pit, the lower half fully enclosed with1.2m high walls with canvas floor sewn into the bottom of the walls).*** |
| 1. [ ]
 | Outside of a \*regular enclosure off the \*regular enclosure site? ***(e.g. roaming with carpet python at a school fete or market place).***  |
| 1. [ ]
 | Recording the animal’s image at the \*regular enclosure site for display to the public? ***(e.g. posting images and recorded footage of authorised animals in social media networks)*** *Please note: if this is not selected and the risks addressed within the written information submitted, the animal will be unable to be exhibited in this manner.* |
| 1. [ ]
 | Recording the animal’s image for the purposes of film and television production? *Please note: if this is not selected and the risks addressed within the written information submitted, the animal will be unable to be exhibited in this manner.* |

Part E - Significant relevant risks and relevant adverse effects

For ***each*** activity proposed in part D complete details below by identifying:

* any \*significant relevant risks or \*relevant adverse effects; and
* how the risks of the proposed activities will be managed relevant to the \*exhibition and \*dealing of the animal(s) for each of the topics below:
1. **Regular Enclosure Details:**

For the species and number of each species proposed please forward specifications (e.g. enclosure dimensions & enclosure construction) and all details for each \*regular enclosure at the \*regular enclosure site for category B & C animals. For category A animals please identify the type of \*regular enclosure that will be used (e.g. minimum surface area/ height and construction of enclosure for a python up to 1m). Please ensure **the maximum number of animals (juvenile and adult) that will be held within each proposed \*enclosure** are identified *(e.g. photos of each enclosure with dimensions clearly identified, plans, or diagrams and the maximum number of adults or juveniles proposed for the enclosure).*

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|  | **Click here to enter text.** |

1. **All Other Enclosure Details:**

Please record specifications and all details or forward attachments for all other \*regular enclosures *(e.g. clearly labelled photos of all relevant enclosures, dimensions or plans of mobile exhibit enclosures, travel enclosures, holding enclosures or controlled areas).* Please record the maximum number of animals that will be held within each proposed \*enclosure.

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|  | **Click here to enter text.** |

1. **Animal Welfare Risks During Exhibition and Dealing:**

Identify the \*animal welfare risks and how they will be managed relevant to the \*exhibition and \*dealing activities proposed *(e.g. enclosure fixtures such as climbing opportunities or denning areas, welfare management during travel, heating, water, diet, enrichment, training and conditioning). If these risks are the same or very similar for a number of species proposed across a number of management plans, the information may be provided in a Standard Operating Procedure (SOP) or Policy, however the species the SOP relates to must be identified.*

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|  | **Click here to enter text.** |

1. **Relevant Risks on Human Safety:**

Excluding public interaction, identify the \*relevant risks which may impact on human safety when \*exhibiting or \*dealing with the animal and how these risks will be minimised (e.g. prevention methods to ensure staff are not bitten whilst handling animals, staff are not exposed to infection (e.g. salmonellosis) as a result of animal handling) *If these risks are the same or very similar for a number of species proposed across numerous management plans, the information may be provided in a Standard Operating Procedure (SOP) or Policy, however the species the SOP relates to must be identified.*

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1. **Public Interaction:**

Is \*public interaction proposed for any of the species listed?

|  |  |
| --- | --- |
| [ ]  | No*If no, please continue to the next question.* |
| [ ]  | Yes*If yes, please provide the following information:* |

Provide details of how \*public interaction with the species listed is to be undertaken including details of any \*significant relevant risks and how they will be managed.

Please note: the following should be considered in the response:

* How the animal will be under the immediate control of a responsible person for the authority at all times.
* Identify if proposing to permit the public to hold or only pat the animal, feed the animal and how the relevant risks of this particular activity will be managed.
* Details of where the interaction is to occur such as off the \*regular enclosure site or at the \*regular enclosure site. If the interaction is to occur at the \*regular enclosure site please identify the following details:
* Whether or not the interaction will occur within the animals’ \*regular enclosure.
* Whether or not the interaction will occur within a \*controlled area or another \*enclosure (stadium, another \*controlled area or \*enclosure).
* How the animal will be transported to the area for interaction (e.g. carried, identify transport enclosure).
* How the animal’s welfare requirements are to be met during the interaction.
* Measures to ensure there are no public safety or health risks including injury or illness.

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|  | **Click here to enter text.** |

1. **Breeding:**

Is breeding of any species listed on this management plan proposed?

|  |  |
| --- | --- |
| [ ]  | No*If no, please provide details of how this will be ensured (e.g. holding animals singularly, single sex colony).* |

|  |  |
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|  | **Click here to enter text.** |

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| [ ]  | Yes*If yes, please provide the following information.* |

How will reproduction of the animal be managed and controlled, including how maximum numbers will not be exceeded if not holding animals singularly or in single sex groups? Please note that information provided must be consistent. For example, if breeding is not requested please specify how breeding will be prevented if keeping more than one non-desexed male and female (e.g. single sex group only, holding animals singularly). The authority is for the purpose of exhibition and requesting breeding should be justified. For example if the purpose of breeding are to meet industry requirements a letter of support from the species coordinator (e.g. for category C animals) should accompany the management plan.

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|  | **Click here to enter text.** |

1. **Relevant Adverse Effects:**

What are the \*relevant adverse effects associated with \*exhibition and \*dealing of the animal related to the proposed activity(s) and how will these be prevented or minimised if an incident does occur (e.g. how will escape, theft, animal attack or other event for each activity proposed be prevented. If an event were to occur, detail measures that will be taken to address the animal welfare, health, safety or wellbeing of a person or minimise the effect on the social amenity, the economy and environment). *If these risks are the same or very similar for a number of species proposed across numerous management plans, the information may be provided in a Standard Operating Procedure (SOP) or Policy, however the species the SOP relates to must be identified.*

Please detail information in the below text box or forward risk management procedures as attachments.

|  |  |
| --- | --- |
|  | **Click here to enter text.** |

**Check list:**

[ ]  Escape recapture plan for the regular enclosure site attached

[ ]  Escape recapture plan for off the regular enclosure site attached

[ ]  Event due to bite or animal attack at the regular enclosure site attached

[ ]  Event due to bite or animal attack off the regular enclosure site attached

[ ]  Risk management procedure for other events attached

Part F - Definitions

Definitions to assist in the completion of the management plan under the

*Exhibited Animals Act 2015*

*(Note: Do not submit Part F with the completed management plan)*

The ***Exhibited Animals Act 2015***defines certain terms that you will need to be familiar with. Some terms used in this form include the following definitions:

**Animal welfare,** means the health, safety or wellbeing of the animal.

**Category C1 –**

* blue poison arrow frog (*Dendrobates azureus*)
* cotton top tamarin (*Saguinus oedipus*)
* radiated tortoise (*Geochelone radiate*)

**Category C2 –**

* All non-indigenous animals that are not Category C1.

**Controlled area -**

* 1. Bounded by a barrier designed and constructed to deter the unauthorised entry of persons to the area; and
	2. to which access by persons is controlled by the occupier of the area.

*Example of a controlled area—*

*An elephant at a zoo is escorted by its handler from its regular enclosure to a securely fenced area to which access is restricted to limited numbers of the public for public interaction with the elephant.*

**Deal / Dealing,** with an exhibited animal—

1. Carrying out an activity involving or relating to the animal, other than exhibiting the animal; and
2. includes all of the following—
3. accepting, buying, importing or obtaining the animal;
4. breeding, culturing, growing or raising the animal;
5. keeping or possessing the animal;
6. moving the animal;
7. giving, selling or otherwise disposing of, the animal.

**Enclosure** –

*See also regular enclosure.*

1. Category A animal - an authorised enclosure, for an authorised animal (category A), is an enclosure of a type in which the animal is authorised to be exhibited or dealt with.
2. Category B or C animal - an authorised enclosure, for an authorised animal (category B or C), is an *identified* enclosure in which the animal is authorised to be exhibited or dealt with.
3. An enclosure is a space in which an animal can be accommodated that is completely bounded by a barrier designed and constructed to contain the animal.
4. An enclosure may be fixed in position or moveable.

*Examples of fixed enclosures—*

* *a building or other fixed structure*
* *an area of land surrounded by a fence, embankment, moat or other fixed barrier*
* *an area of water contained by an embankment or other fixed barrier.*

*Examples of moveable enclosures—*

* *a moveable cage*
* *a moveable water tank.*

**Exhibit/Exhibition of an animal -**

Generally, exhibitan animal means display the animal to the public, including, for example, for commercial, cultural, educational, entertainment or scientific purposes.

*Examples of exhibiting an animal -*

* *displaying an animal in a zoo or wildlife park*
* *using an animal in a performance in a circus or magic show*
* *allowing public interaction with animals at a petting farm*
* *showing an animal as part of an educational wildlife demonstration*
* *displaying an animal, including, for example, a bird in a cage, in a part of commercial premises accessible to the public.*

**Holding enclosure,** used to hold animals only on a temporary basis and not for the purposes of travel.

**Keep**, an animal, includes having the animal under an authority including keeping the animal while it is being exhibited or dealt with.

**Public interaction –**

An activity involving an exhibited animal that is carried out by a person, other than a responsible person for the animal, who is in close proximity to the animal and not separated from the animal by a barrier.

*Examples of activities -*

* *handling, touching or feeding an exhibited animal*
* *swimming near an aquatic exhibited animal*
* *viewing, filming or photographing an exhibited animal in close proximity to the animal*

**Regular enclosure –**

*See also authorised enclosure, enclosure.*

1. Category A - an authorised enclosure of a **type** identified in an exhibition licence as a type of regular enclosure for the animal
2. Category B or C - **an** **authorised enclosure** identified in an exhibition licence as a regular enclosure for the animal.

**Regular enclosure site –**

*Generally meaning the enclosure located at the premise where the licence is issued to.*

1. For a regular enclosure or regular enclosure of a type that is, or is about to be, permanently fixed in position
2. For a regular enclosure or regular enclosure of a type to which paragraph (a) does not apply—each location for the enclosure identified in the licence.

**Relevant adverse effects –**

The **relevant adverse effects**, associated with exhibiting or dealing with an exhibited animal, are the adverse effects of an event caused by exhibiting or dealing with the animal on each of the following -

* 1. The welfare of any animal;
	2. The health, safety or wellbeing of a person;
	3. Social amenity, the economy and the environment.

*Examples of an event—*

* *the escape or release of an exhibited animal*

**Relevant risk** **–**

Each of the following is a **relevant risk** associated with exhibiting or dealing with an exhibited animal -

1. a risk to the welfare of any animal;
2. a biosecurity risk;
3. a risk to public safety, or of death, injury or illness to a person, caused directly by, or originating from, the exhibited animal

**Significant relevant adverse effect** –

Other than for section 37 of the *Exhibited Animals Act 2015*, in relation to a person who under this Act is authorised or required to form a belief about, be satisfied of, or consider, a thing, means a relevant adverse effect the person reasonably believes is significant. See also relevant adverse effect.

**Significant relevant risk –**

Other than for section 37 of the *Exhibited Animals Act 2015*, in relation to a person who under this Act is authorised or required to form a belief about, be satisfied of, or consider, a thing, means a relevant risk the person reasonably believes is significant. See also relevant risk.

**Travel enclosure –**

An enclosure used to transport an animal or a number of animals of a species.