

# LANNAC11 - SQA Unit Code F8J1 04

## Investigate reported nuisance, abuse or harm of animals



### Overview

This standard is about the skills, knowledge and competences required by those whose work role is to enforce animal welfare legislation by investigating reported abuse of animals and working with other law enforcement agencies to support the prosecution of those that have abused or harmed animals. Those who undertake this role are likely to be working in a recognised body that has responsibility for safeguarding the welfare of animals.

The elements are:

1. Collect and collate information relating to reported abuse or harm of animals
2. Evaluate information for its potential as evidence and recommend action to decision makers
3. Present evidence against individuals alleged to have abused or harmed animals
4. Co-ordinate the care of animals that have been abused or harmed

Element 1 involves the collection and collation of information relating to reports of abuse or harm. You will receive and investigate reports, and take appropriate action. Where necessary, you will also need to involve the appropriate law enforcement agencies.

Element 2 involves the evaluation of the information available to you as potential evidence for action against individuals. You must evaluate the information in terms of its significance, validity and reliability. Where necessary, you must clarify information that is vague or unclear, and seek expert opinions. The also covers recommending action to decision makers.

Element 3 relates to the presentation of evidence against individuals where allegations of abuse or harm have been investigated. You must present your evidence in a manner and format which is appropriate to your audience and to the proceedings. Where necessary, you must involve the appropriate law enforcement agencies.

Element 4 involves the co-ordination of care for animals that have been abused or harmed. This includes liaison with the animals' keeper, the organisation of veterinary care where this is needed and the keeping of full records.

In this standard, the term 'keeper' is used to denote the individual responsible for the control and welfare of the animal - this may or may not be the owner.

### Performance criteria

*You must be able to:*

#### **Collect and collate information relating to reported abuse or harm of animals**

- P1 receive and acknowledge reports of **abuse or harm** that encourages co-operation and stresses the need for full and fair investigation
- P2 ascertain ownership of the animal and identify the individual responsible for its control and welfare
- P3 select investigation methods that take account of all the relevant **factors**
- P4 identify relevant information regarding the reported **abuse or harm** and individuals concerned and include this in reports
- P5 seek additional material and clarification from appropriate sources, where information or **evidence** is incomplete, vague or ambiguous
- P6 immediately issue a caution and inform the individual responsible of their legal rights where there are grounds to suspect an offence has been committed
- P7 summon assistance without delay to prevent injury or harm to self, members of the public and animals, where the behaviour of individuals suggests the possibility of aggressive or abusive behaviour
- P8 carry out your work in accordance with the law
- P9 involve the appropriate law enforcement agencies and accompany investigating officers where this is required
- P10 produce investigation reports and findings that are accurate and complete, and pass them to the appropriate authority
- P11 store information relating to individuals who have contributed to the investigation securely and in confidence

*You must be able to:*

#### **Evaluate information for its potential as evidence and recommend action to decision makers**

- P12 evaluate information using appropriate methods against relevant **criteria**
- P13 identify facts from available **evidence** and information and, where necessary, seek further clarification from relevant sources
- P14 evaluate and record the significance, validity and reliability of information prepared by others and identify the contribution it makes to the body of **evidence**
- P15 seek clarification from appropriate sources where information is vague or ambiguous
- P16 evaluate the sum total of **evidence** for sufficiency, validity and reliability
- P17 seek additional material from appropriate sources where the sum of **evidence** is incomplete
- P18 review **evidence** and information systematically using valid and reliable methods, and record factors which are likely to influence the outcome of the investigation

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- P19 obtain expert advice on specific problems identified as relevant to the investigation
- P20 evaluate options for **action** to determine the constraints and opportunities that arise from each piece of expert advice
- P21 justify your recommendations for **action** in terms of the law, the likely consequences of proceeding and the chances of a successful outcome
- P22 present your recommendations for **action** in an appropriate format and forward them to the decision maker for **action**
- P23 advise the individual concerned of their rights and the intended course of **action** where there is a probability of legal proceedings

*You must be able to:*

### **Present evidence against individuals alleged to have abused or harmed animals**

- P24 test your evidence, information and the proposed **presentation** with colleagues and confirm that it is appropriate and likely to achieve the desired result
- P25 where appropriate, provide clear and accurate **illustrative material** to assist understanding of the facts and sequence of events
- P26 conduct and conclude **presentations** in a manner which promotes the goodwill and trust of the audience
- P27 present findings in the appropriate format detailing the evidence and relating it clearly to specific legislation
- P28 conduct **presentations** in a manner and at a level and pace that promotes understanding of the issues and the credibility of the case
- P29 keep records which are legible, accurate and complete and pass them without delay to the appropriate authority
- P30 store information relating to the complainant and accused individual securely and in confidence
- P31 involve the relevant law enforcement agencies at the appropriate stages of the **presentation** of evidence

*You must be able to:*

### **Co-ordinate the care of animals that have been abused or harmed**

- P32 establish and monitor the health and behaviour of the animal
- P33 identify and record where the condition of the animal requires the attention of a qualified practitioner and seek such attention without delay
- P34 accurately record practitioner **advice and directions** and communicate them to all who need to know
- P35 advise the keeper of their legal rights and responsibilities, and obtain the relevant consents and waivers where animals are removed to safe accommodation
- P36 give clear instructions and advice regarding the reasons for concern and the remedial course of action to be followed by the keeper where an animal remains with the keeper
- P37 handle the animal carefully and make it safe in an appropriate environment to minimise distress and the possibility of injury to the

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- animal, self and others
- P38 obtain, clearly label and securely store records, samples and information that may provide evidence of abuse
- P39 maintain up to date, accurate and complete records relating to the animal's condition and progress and pass these without delay to the appropriate authority

### Knowledge and understanding

*You need to know and understand:*

#### **Collect and collate information relating to reported abuse or harm of animals**

- K1 methods of obtaining accurate and precise information from individuals
- K2 the importance of completing records accurately and contemporaneously
- K3 the range, application and relevance of legislation relating to the care of animals for each type of abuse or harm listed in the scope
- K4 your own responsibilities under relevant legislation
- K5 sources of specialist information
- K6 law enforcement agencies and the powers and interests of each (including police, local and national government, voluntary sector)
- K7 methods to determine the identity and ownership of an individual animal
- K8 techniques to minimise and manage aggressive and abusive behaviour
- K9 techniques for the collection, collation and storage of each type of information
- K10 legislation relating to the collection, storage and disclosure of information
- K11 signs of normal health and behaviour in animals
- K12 how to recognise abnormal states in animals
- K13 how abuse or harm can affect the health and behaviour of animals
- K14 questioning techniques and how they can be applied

*You need to know and understand:*

#### **Evaluate information for its potential as evidence and recommend action to decision makers**

- K15 the methods available for analysing information and gathering data
- K16 the methods available for evaluating information and determining its significance and relevance
- K17 the importance of accurate record keeping and storage
- K18 the importance of completing records accurately and contemporaneously
- K19 the scope, application and relevance of legislation relating to the care of animals (e.g. Dangerous Dogs Act) and the conduct of investigations (e.g. PACE Act)
- K20 your own responsibilities under relevant legislation
- K21 methods available for evaluating and deciding upon options for action and the criteria that should be used
- K22 the signs of normal health and behaviour of animals
- K23 how to recognise abnormal states
- K24 how the various types of abuse or harm can affect the health and behaviour of animals

*You need to know and understand:*

#### **Present evidence against individuals alleged to have abused or harmed animals**

- K25 courtroom procedures, conventions and processes

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- K26 good practice in the collection and presentation of evidence
- K27 the law enforcement agencies and the powers and interests of each (including police, local and national government, voluntary sector)
- K28 legislation under which prosecutions can be brought

*You need to know and understand:*

#### **Co-ordinate the care of animals that have been abused or harmed**

- K29 the legal requirements and duties relating to the removal of animals to a place of safety
- K30 the legal requirements and duties relating to the care of animals in a place of safety
- K31 the indicators of abnormal behaviour and condition of animals
- K32 the importance of accurate record keeping
- K33 the appropriate environments for animals that have been abused
- K34 how to modify behaviour to reduce distress and fear in abused animals

### Additional Information

#### Scope/range related to performance criteria

#### Collect and collate information relating to reported abuse or harm of animals

1. **factors:**
  - 1.1. the urgency of action
  - 1.2. cost
  - 1.3. the seriousness of the allegation
  - 1.4. the effect of delay on the welfare of the animal
2. **abuse or harm:**
  - 2.1. cruelty
  - 2.2. abandonment
  - 2.3. straying
  - 2.4. nuisance
3. collect and use the following **evidence:**
  - 3.1. photographs
  - 3.2. clinical specimens
  - 3.3. veterinary records
  - 3.4. written statements
  - 3.5. physical items

#### Evaluate information for its potential as evidence and recommend action to decision makers

4. **criteria:**
  - 4.1. the urgency of action
  - 4.2. the seriousness of the allegation
  - 4.3. the effect of delay on the welfare of the animal
5. **evidence:**
  - 5.1. photographic
  - 5.2. clinical specimens
  - 5.3. veterinary records
  - 5.4. written statements
  - 5.5. physical items
6. **action:**
  - 6.1. legal proceedings
  - 6.2. informal warning
  - 6.3. advice and guidance
  - 6.4. no action

#### Present evidence against individuals alleged to have abused or harmed

**animals**

7. **presentations** of evidence:
  - 7.1. written reports
  - 7.2. courtroom testimony
  
8. **illustrative material**:
  - 8.1. photographs
  - 8.2. comparative data

**Co-ordinate the care of animals that have been abused or harmed**

9. **advice and directions**:
  - 9.1. medication and treatment
  - 9.2. behaviour
  - 9.3. diet
  - 9.4. environment



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## Investigate reported nuisance, abuse or harm of animals

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**Developed by** LANTRA

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**Version number** 1

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**Date approved** October 2008

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**Indicative review date** October 2010

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**Validity** Current

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**Status** Original

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**Originating organisation** LANTRA

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**Original URN** NAC11

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**Relevant occupations** Agriculture, Horticulture and Animal Care; Animal care and veterinary science; Animal Care Services

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**Suite** Animal Care V2

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**Key words** care, veterinary, records, investigate, enforcement

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