

CHAPTER 16 - ACCOUNTING FOR MILITARY WORKING DOGS

GENERAL

1601. This Chapter provides Tri-Service policy for military working dogs. It supersedes Materiel Regulations for the Army, Vol 4, Pam 2 'Rations for Service Animals and Accounting Procedures' and RAF Dog Regulations

1602. **Responsibilities.** The following have associated responsibilities for military working dogs (MWD) ration supply and accounting:

- a. The Director, Army Veterinary and Remount Services (DAVRS) is responsible for ensuring the rations selected meet the nutritional and welfare needs of MWD within the UK and overseas. The Army Medical Directorate sponsors the technical aspects of this chapter to the Defence Catering Manual.
- b. The Defence Animal Centre (DAC) at Melton Mowbray provides MWD and personnel trained in their use and husbandry for all Military Units.
- c. The RAF Specialisation Sponsor, SO3 FP Plans, is based at HQ Air Command and is responsible for all matters relating to RAF MWD.
- d. The Ministry of Defence Police Force Dog Officer (FDO) is based at MDP HQ Wethersfield and is responsible for all matters relating to MDP MWD.
- e. The following are responsible for the audit of MWD ration accounts. They are to ensure that documentation reference MWD ration accounts are being completed in accordance with this JSP.
 - (1) Army Veterinary Services Evaluation Team (VSET) based at Camberley .
 - (2) Provost Marshall (RAF)'s Dog Inspectorate (PDMI) based at HQ PM (RAF), RAF Henlow.
 - (3) MDP Force Dog Training and Implementation Team (FDT and IT) based at DAC.

1603. **Entitlement to Rations.** The following categories of dog are entitled to rations:

- a. Service dogs (defined as a dog owned by the MOD possessing a Service number and an Animal History Record).
- b. Dogs held on approval pending acceptance into the Service.
- c. Privately owned dogs used in support of military operations or exercises, e.g. Search and Rescue, subsequent to authority from DAVRS.
- d. Regimental Mascots that are dogs are to be rationed in line with MWD.

1604. Daily Ration Scale for Food.

a. The amount of food required will vary depending on many factors including temperament, work rate and environment, therefore a range for each category of dog is provided. In exceptional cases some dogs may require daily amounts of food that exceed the daily amount suggested below. In those cases a Veterinary Officer's Certificate should be provided to authorise the demand and feeding of daily rations in excess of the suggested range. If there are any doubts about the amount to feed a MWD the advice of a Veterinary Officer should be sought. The daily ration scale for food is produced below:

Dog Type	Amount (g) Daily
Small Dogs < 20 kg	250 – 450 g
Medium Dogs 20 – 30 kg	400 – 600 g
Large Dogs > 30 kg	550 – 850 g

b. MWD will be provisioned from a range of products listed in the Publicly Funded Messing (PFM) Core List. The majority of MWD will be fed exclusively on dry dog food. However, some MWD's may require a proportion of their feed to be tinned dog food. **Tinned dog food will only be issued from the Core Range upon receipt of a Veterinary Officer's Certificate, detailing the reason and daily amount required.** The Veterinary Officer will state on the certificate when the authority to demand tinned dog food is to be reviewed, with the time period not to exceed 1 year. Tinned dog food will **not** be supplied to operational theatres. If tinned food is required in an operational theatre, a Veterinary Officer's Certificate (Annex C) should be raised and the tinned dog food can then be sourced locally. In the event that local purchase is unavailable the Veterinary Officer's Certificate, complete with details of the diet, should be presented to the Caterer to provide a suitable substitute of cooked rations. The Veterinary Officer's Certificate is to be retained as the authority to provide these rations.

c. Additionally, some MWD's may require the long-term use of specialised prescription diets. A Veterinary Officer's Certificate is required, again stating the reason, details of the prescription diet and daily amount required. The Veterinary Officer's Certificate will state when the authority to feed a specialised prescription diet is to be reviewed, the time period not exceeding 1 year. The certificate provides the authority for the diet to be locally purchased from a civilian veterinary surgeon. The costs of the prescription diet are set against RAC Code: PAA 002; Local Project Code: ZZP 1G2 1121.

d. Periodically the Veterinary Officer may need to authorise a short term (< 1 week duration) change in diet for a MWD. If the variation is for chicken and rice diet, the Veterinary Officer's Certificate is to be completed, as detailed above, and the diet is to be produced by the Caterer. If the variation is for short-term prescription diet use, the diet is to be supplied and paid for through the veterinary accounts.

1605. Ration Supply. The basic diet of dog meal compound is to be obtained from the PFM) food supply contractor. The food supply procedures detailed in Chapter 4 regarding receipt of deliveries, quality standards and accounting arrangements are to be adhered to at all times. The Unit officer responsible for catering is to obtain and account for all rations for entitled MWD's. The dog section is to forward their order to the on-site Caterer, who will then place the order with the food contractor. The food

will be delivered to the mess for collection by the NCO I/C dog section. The unit caterer will maintain dog ration accounts using the proformas at Annex A and B.

1606. Issues for MWD. Issues of dog rations are normally to be made to the dog section in bulk, weekly or monthly as appropriate. Items for special diets are to be procured and issued as required. Annex A, is to be reproduced locally in duplicate, completed by the NCO I/C Dog Section and forwarded to the Catering Office by the 7th of the preceding month. One stamped copy is to be retained in the Dog Section records. At the end of each messing period. Annex B is to be completed in duplicate. The original copy is to be submitted to the Catering Office, by the 7th of the following month, with a copy retained in the Dog Section records. In addition, a receipted statement in respect of any issues for special diets, supported by the Veterinary Officer's authorising certificate (Annex C), is to be enclosed, as required. Dog rations are not to be debited against the Units catering account.

1607. Privately Owned Dogs Employed on SARDA Duties. Members of the RAF Mountain Rescue Team (MRT), whose privately owned dogs are registered with and hold a registration certificate with the Search and Rescue Dog Association (SARDA) may be fed at public expense when employed on official SARDA and MRT training or operations. The number of dogs is not to exceed 5 ordinarily. Issues of these rations are to be accounted for in accordance with the instructions above. The Certificate at Annex D is to be completed for all SARDA dogs employed on MRT SAR duties and retained with the ration account.

1608. Dogs on Approval. Dogs on approval for acceptance into military kennels as MWD are entitled to be fed at public expense. They are to be rationed in line with MWD with accounting for rations conducted in accordance with Annex E.

1609. Defence Animal Centre (DAC). Due to the numbers of dogs in training, the DAC will utilise Annex E, rather than Annexes A & B detailed above.

1610. Packing and Storage of Dog Food. Dog food should be segregated from foodstuffs liable to cross-contamination, odour and possible bacterial spoilage. Ideally, dog food should be stored in a separate location to the main food store.

1611. Regimental Mascots. Regimental Mascots are those sanctioned by PS12(A) and are entitled to be fed at public expense. The point of contact is the Secretary of the Army Honours and Distinctions Committee. Regimental Mascots that are dogs are to be rationed in line with MWD.

1612 – 1699. Reserved

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ANNEX A – MILITARY WORKING DOGS RATION DEMAND PROFORMA

Unit: _____ Month Rations Required For: _____

Number of MWD on ration strength _____

Daily amount to be fed for each dog:

No of Dogs	MWD Name	Performance Diet	Maintenance Large Breed	Maintenance Medium Breed	Intestinal Formula	Dermatosis Diet	Tinned Food	Other	Other	Remarks
1										
2										
3										
4										
5										
6										
7										
8										
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Daily Diet Totals (a):										

	Performance diet	Maintenance Large Breed	Maintenance Medium Breed	Intestinal Formula	Dermatosis Diet	Tinned Food	Other	Other
a. Daily diet totals								
b. Days per month								
c. Total monthly diet required (a x b)								
d. Diet Demanded¹								

Veterinary officer's certificates for special diets are attached.

Authorised by:

Signature _____

Name _____

Rank _____

Date _____

¹ Diet demanded may have to be rounded up to the standard issue weight for each diet.

ANNEX B – ACCOUNT OF MILITARY WORKING DOGS RATION CONSUMPTION

Unit: _____ Month Ended: _____

Date	Daily diet total fed (in weight) for each diet type								Remarks
	Performance Diet	Maint Lrg Breed	Maint Med Breed	Intestinal Formula	Dermatosis Diet	Tinned Food	Other	Other	
1									
2									
3									
4									
5									
6									
7									
8									
9									
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30									
31									
Monthly Total Used Per Diet Type (d):									

	Performance diet	Maint Lrg Breed	Maint Med Breed	Intestinal Formula	Dermatosis Diet	Tinned Food	Other	Other
a. Stock brought forward from previous month								
b. Receipts during account period								
c. Total receipts (a + b)								
d. Monthly consumption								
e. Stock balance to carry forward (c – d)								

Authorised by:

Signature _____

Name _____

Rank _____

Date _____

ANNEX C – VETERINARY OFFICERS CERTIFICATE - EXTRA / SPECIAL RATIONS

Reference:

A. JSP 456 DCM Volume 2 Chapter 16 para 1604c.

In accordance with Reference A, this is to certify that:

MWD Name and No: _____

Unit: _____

Requires the extra/special rations detailed below for a period ofdays (Note – Maximum period that certificate can authorise is 365 days.)

Commencing on:.....

Requirement, Extra Ration Prescribed and Daily Quantity to be Fed:

Authorised by:

Veterinary Officer's Signature _____

Name _____

Rank _____

Date _____

Contact Details _____

(INTENTIONALLY BLANK)

ANNEX D - PRIVATELY OWNED DOGS ON SARDA / MRT DUTIES

Unit _____

Date _____

1. Rations required for _____ (No) privately owned dog/dogs* employed on Search and Rescue duties on _____ (date).

2. It is certified that the dog/dogs* concerned hold/s* a SARDA Registration Certificate and will be/was* employed on official SARDA or MRS training/actual operations* on the date stated above.

Signature _____ (OIC MRT)

Name _____

Date _____

For Catering Office Use:

The number of dog rations claimed in the messing account is:

	Dog's Name	Diet Name	Daily Amount to be Fed	Total Number of Days	Total Diet Required (weight)
1					
2					
3					
4					
5					

Signature _____

Name _____

Date _____

(INTENTIONALLY BLANK)

[illegible]

Part 2 - SUMMARY OF RECEIPTS & ISSUES

Commodity	Perf	Maint L	Maint M	Intest	Derm	Tinned	Other	Other
Unit of account	Kg	Kg	Kg	Kg	Kg	Kg	Kg	Kg
a. Stock brought forward from last account								
b. Receipts during account period								
c. Total receipts (a + b)								
d. Issues								
e. Stock to carry forward (c - d)								

Part 4 - RECONCILIATION STATEMENT

Commodity	Perf	Maint L	Maint M	Intest	Derm	Tinned	Other	Other
Unit of account	Kg	Kg	Kg	Kg	Kg	Kg	Kg	Kg
a. Admissable (part 3e)								
b. Received (part 2b)								
c. Overdrawn								
Balance								
d. Underdrawn								
e. Balance from previous month								
f. Balance due to next month								

Part 3 - AMOUNTS ADMISSABLE

Commodity	Perf	Maint L	Maint M	Intest	Derm	Tinned	Other	Other
Unit of account	Kg	Kg	Kg	Kg	Kg	Kg	Kg	Kg
a. Total dog days								
b. Amounts admissible (part 2)								
c. Average rate per dog (b divided by a)								
d. Extra feeds								
e. Total admissible (b+d)								

The issue of extra feeds shown at part 3d were authorised on th Veterinary Officers Certificates numbered EF1 to EF.....

Part 5 - Any explanatory remarks which may be necessary

Part 6 - I certify that the forgoing statements represents a true and accurate account of the receipt and issue of dogs and dog rations for the month of

Date:

Signature:

Appointment: