



Acquisition Decision Guide

Updated: 5/25/19

To be completed (at minimum) by: Veterinarian, VP of Animal Care and Welfare, and Department Curator. Any final acquisition decisions must also be approved by Executive Director and/or Chief Operating Officer.

Date of discussion: _____

Species to be discussed: _____

Number to be acquired: _____

Staff who completed form: _____

Present for discussion:

___Aquatics Curator	___VP Animal Care and Welfare	___Veterinarian
___Assistant Curator(s)-Aquatics	___Assistant Curator(s)-Terrestrial	___

Start:

Why:

- | | | |
|--|--|--|
| 1) Is it available and sustainable? | Y-go to 2 | N- DO NOT ACQUIRE |
| 2) Can it be obtained from appropriate sources ? | Y- go to 3 | N- DO NOT ACQUIRE |
| 2a) Is the source within AZA? | Y- go to 3 | N-Discuss and note
Proceed with caution |
| 3) Does acquisition meet all required regulations and permits? | Y-go to 4 | N- DO NOT ACQUIRE |
| 4) Is it a SAFE species? | Y-go to 8 | N-Go to 5 |
| 5) Is it an SSP species? | Y-go to 8 | N-Go to 5a |
| 5a) Would this species take space away from an active SSP program? | Y-Discuss and note
Proceed with caution | N-Go to 6 |
| 6) Is it of conservation, research, or rehab importance? | Y-go to 8 | N-Go to 7 |
| 7) Does it meet our educational mission? | Y-go to 8 | N- DO NOT ACQUIRE |

Husbandry:

- | | | |
|---|-------------|-------------------------------|
| 8) Do we have (or are willing to acquire) adequate staff expertise for husbandry? | Y-go to 9 | N-DO NOT ACQUIRE |
| 9) Do we have (or are willing to build) adequate housing? | Y-go to 10 | N-DO NOT ACQUIRE |
| 9a) Where to be housed? | | |
| 10) Can we meet all social and physical requirements of species? | Y- go to 11 | N-DO NOT ACQUIRE |
| 11) Is our climate appropriate? (if outside) | Y-go to 12 | N-Discuss options-return to 9 |
| 12) Do we have plans for advanced care needs such as restraint, medical care, transport, etc. | Y-go to 13 | N-Discuss options-return to 8 |

Long Term Planning:

13) Are there options for disposition if needed?

Y-go to 14

N-Discuss and note-Proceed with caution- go to 14

13a) Life expectancy:_____

14) If recommended, can we also house offspring for a minimum of 2-3 years?

Y-go to 15

N-Discuss and note-Proceed with caution- go to 15

15) If required, can we financially afford this species through end of life?

Y- go to 16

N- DO NOT ACQUIRE

Misc:

16) Are there any other known difficulties or concerns?

(compatibility, medical issues, etc)

Y-Discuss and note- PROCEED WITH CAUTION
N- PROCEED WITH ACQUISITION

Discussion Notes:

<u>Question #</u>	<u>Notes</u>

Final Approval by:

Chief Operating Officer:_____ Date:_____

Executive Director:_____ Date:_____