**HUMANE SOCIETY OF CARROLL COUNTY**

2517 Littlestown Pike  
Westminster, MD 21158

**ANIMAL CONTROL OFFICER EQUIPMENT CHECK LIST**

Each ACO is expected to have the following items in their vehicles each work day. Additionally, it is the ACO's responsibility to replace anything missing or broken and notify the Chief ACO in writing and dated, of equipment that must be ordered or replaced.

### Equipment Usually Kept Inside the Cab

<table>
<thead>
<tr>
<th>Item</th>
<th>Item</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>___ Flashlight</td>
<td>___ Metal cit./warning book</td>
<td>___ Metal imp. ticket book</td>
</tr>
<tr>
<td>___ Camera (35mm)</td>
<td>___ Tape recorder</td>
<td>___ Mileage log sheet</td>
</tr>
<tr>
<td>___ Attack sleeve</td>
<td>___ Fire extinguisher</td>
<td>___ Brief Case</td>
</tr>
<tr>
<td>___ Map of Carroll Co.</td>
<td>___ Flares/Triangles</td>
<td>___ ACS Cable Leash</td>
</tr>
<tr>
<td>___ First aid kit</td>
<td>___ Stethoscope</td>
<td>___ Regular Leash</td>
</tr>
<tr>
<td>___ Squeak toy/hall</td>
<td>___ 4&quot; Velcro bandages</td>
<td></td>
</tr>
</tbody>
</table>

### Equipment & Supplies Kept in File Cabinet

(h/o = handout)

<table>
<thead>
<tr>
<th>Item</th>
<th>Item</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>___ Equip. check list</td>
<td>___ Incident report (IRs)</td>
<td>___ Complete Co. AC Law</td>
</tr>
<tr>
<td>___ Trap agreements</td>
<td>___ Bite reports</td>
<td>___ Synopsis of Car. Co. Law h/o</td>
</tr>
<tr>
<td>___ License post cards</td>
<td>___ Outlet sheet (tag)</td>
<td>___ Complete State Law</td>
</tr>
<tr>
<td>___ Roll of dog tags</td>
<td>___ License applications</td>
<td>___ Cruelty Law h/o</td>
</tr>
<tr>
<td>___ Deer tags</td>
<td>___ Breed/City Codes</td>
<td>___ Proper shelter h/o</td>
</tr>
<tr>
<td>___ Door notices</td>
<td>___ Binoculars</td>
<td>___ Dog in hot car h/o</td>
</tr>
<tr>
<td>___ Business cards</td>
<td>___ Note paper</td>
<td>___ Animal track ID sheet h/o</td>
</tr>
<tr>
<td>___ Black marker</td>
<td>___ Masking tape</td>
<td>___ Poison snake ID sheet h/o</td>
</tr>
<tr>
<td>___ Red pen</td>
<td>___ Ziplock bags</td>
<td>___ Quiet dog h/o</td>
</tr>
<tr>
<td>___ Yellow hi-liter</td>
<td>___ Air freshener</td>
<td>___ Horse confirmation chart</td>
</tr>
<tr>
<td>___ Blue/black pens</td>
<td>___ Thermometers (2)</td>
<td>___ Horse weigh tape</td>
</tr>
<tr>
<td>___ Eye wash</td>
<td>___ Hand warmers</td>
<td>___ Cattle weigh tape</td>
</tr>
<tr>
<td></td>
<td>___ Safety Glasses</td>
<td>___ Wet wipes</td>
</tr>
</tbody>
</table>

### Emergency Drug Box

<table>
<thead>
<tr>
<th>Item</th>
<th>Item</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>___ 3 ea. all needles</td>
<td>___ 2 ea. Syringes</td>
<td>___ 1 ea. Beuthanasia-D</td>
</tr>
<tr>
<td>___ 1 ea. Record card</td>
<td>___ 1 ea. Bic pen</td>
<td></td>
</tr>
</tbody>
</table>
Equipment Generally Kept in the Rear of the Van

- 25' 4" nylon rope
- 30' Lariat
- Lead shank
- Leashes
- Blk velcro restraint
- Horse halter
- Snake bag
- Rope halter (cow/horse)
- Rope (nylon)
- Magnetic flood lite
- Dog food
- Cat food
- Sweet feed/coffee can
- Food/water bowls
- Trash bags (sm/lg)
- Hard Hat
- 2 large animal hobbles
- 25' 1" cotton rope
- Disposable gloves
- Leather work gloves
- Heavy rubber gloves
- Welders gloves
- Snake tongs
- Animal grasper
- Restraint pole
- Net
- Fireman boots
- Ice spikes (for boots)
- Hatchet
- Vise grips
- Elec. fence testers
- Syringe ext. rod
- Screw drivers (1 ea)
- Bolt cutters
- Face shield
- Coffee can (hat)
- Fowl leg grasper
- Squeeze cat carrier
- Regular cat carrier
- Raccoon/cat trap
- Dog trap wheels
- Stretcher
- Life jacket
- Squirrel Trap

For Authorized Animal Control Officers Only

- 222/20 Gauge rifle
- Equipped drug box
- Rappelling ropes/equip
- Tranquilizer pistol/rifle

Uniforms/Outerwear/Accessories

- 4 Short sleeve shirts
- 1 Pair dress slacks
- Hat
- Wallet
- 3 ea. Collar emblems
- Sm. flashlight/case
- Orange vest
- Rain suit
- Portable Radio
- Spectra duty gloves
- 4 Long sleeve shirts
- Jacket/liner
- 2 ea. Badges
- ID card
- Equipment belt
- Leatherman tool/case
- Body Armor Vest
- Disposable glove case
- 2 ea. Personal safety laser flashers
- 4 Pair of slacks
- Beeper
- 2 ea. Name plates
- Neck tie
- Bite stick & O ring
- OC pepper spray
- Coveralls
- Level III safety harness
On Call Officers Additional Equipment

___ Heat scope  ___ Cellular telephone  ___ Beeper
___ Night Vision Scope  ___ Lap Top Computer

Officers Are Expected to Furnish

___ Black leather belt  ___ Proper socks/T-shirts  ___ Reliable watch
___ Black boots/shoes  ___ Glasses (if needed)
     (good repair/shined)

OFFICER ______________________ DATE ____________

Update 11/12/02