



ADCH Full Membership Application Form

ADCH Full Membership Criteria and Pre-Assessment

Full Membership is available to registered charities with an appropriate and relevant status and objectives in their country of origin in the UK or Ireland. All Full Members undertake rescue and / or rehoming in the UK and / or Ireland and may, in addition (but not wholly), import. Full Members have the right to vote.

Before progressing with your application please ensure you have the following documents ready to upload:

A copy of the organisation's constitution or other governing document.

Two years of accounts. Where accounts are not available (i.e. for newly formed organisations), recent bank statements for all bank accounts are acceptable.

Your charity registration number

Contact details of two existing Members who can endorse your application. If you are unable to find two existing ADCH Members, please provide details of two veterinary practices or any local authorities that you work with (such as holding stray contracts). For veterinary practices, the person giving the reference must be a qualified veterinary surgeon. Please seek permission from your referee before sharing their contact details with us.

Please confirm you /your organisation meets the following criteria for Full Membership.

Registered charity and working in the British Isles and/or Republic of Ireland

Directly involved in and carrying out the rescue and/or rehoming of dogs and/or cats.

Have read, understood and consider the rescue compliant with the Association's published Minimum Welfare and Operational Standards. Be ready for an external assessment by ADCH to confirm compliance before admittance to the Association.

PLEASE NOTE THAT THE REVISED MINIMUM WELFARE AND OPERATIONAL STANDARDS APPLY FROM 01 AUGUST 2023 - PLEASE ENSURE THAT YOU BELIEVE YOU WILL ALSO BE READY TO MEET THESE STANDARDS (for more information, please see here)

Comply with all current animal welfare related legislation in the jurisdiction within which they operate

Operate on a non-commercial basis.

Only import dogs or cats from other territories: o If these have been legally imported in a manner that meets all applicable transport and health requirements; and o have had the relevant vaccinations (including those not necessarily mandatory by the exporting or importing country); o and the organisation ensures all dogs are behaviourally assessed and documented as suitable and safe to rehome to a British Isles environment prior to transport; and o has a plan in place in case the rehoming of an animal is not successful o Not involved in any importation that does not meet the above criteria.

Sympathetic to and compatible with the values of ADCH.

Declare that they are not aware of any Trustees or Senior Staff Members with any previous convictions for animal welfare offences.

1. Your Details

Name	A Smith
Role/Job Title	Test Role
Email	test@adch.org.uk
Contact Telephone	(12345) 567890
Mobile Telephone	(12345) 567890

2. Organisation Details

Name of Organisation	Test Rescue
Operations/Correspondence Address	22 Acacia Avenue Test, Test, Test
Website	https://adch.org.uk
Facebook Address	https://facebook.com
Twitter Address	https://twitter.com
LinkedIn Address	https://linkedin.com
Charity Registration number	1180574
Company Reg No. (If applicable)	1234567

Year Organisation Was Founded 1987

Please list any professional bodies or other animal welfare schemes of which your organisation is a member (e.g. RSPCA branch, Kennel Club Breed Rescue, Battersea Animal Partners) Test

3. Finance Details

Organisation Financial Year-End Friday, February 3, 2023

Gross Annual Income (most recent financial year) 1

Treasurer Name B Smith

Treasurer Email test@adch.org.uk

Finance Address (if different to address provided above)

Finance Address test

4. Operational Details

We have recently amended our questions to include additional questions about use of commercial boarding facilities and foster carers. This is to speed up the process of assigning assessors to carry out assessments against our Minimum Welfare and Operational Standards

No. of Full-Time Staff 3

No. of Part-Time Staff 0

No. of Volunteers 50

What Types of Animals Does Your Organisation Care For? Cats Dogs

Approximately How Many Dogs Do You Rehome Annually? 99

Approximately How Many Cats Do You Rehome Annually? 99

How many cats have you neutered as part of a TNR scheme in the last 12 months? 99

What Type of Work Does Your Organisation Do? Rescue Stray contracts TNR

How many stray contracts do you hold? 99

What Areas Do You Operate In?

South East England

West Midlands

North Wales

Other area detail

Test

How many kennel or cattery sites are owned or exclusively leased/rented by the rescue?

99

Does your organisation use any commercial/private boarding facilities?

Yes

How many boarding facilities do you use?

99

Are all the boarding facilities you use licenced by their local authority?

Yes

Does Your Organisation Place Animals With Foster Carers In Domestic Homes?

Yes

How many foster homes do you use?

99

5. Importation Details

ADCH Members and new applicant organisations must notify the Board if it plans to import dogs and/or cats from territories outside the British Isles and/or subsequently in the event of a policy change

Does your organisation import or plan to import animals from outside Britain and Ireland?

Yes

Please provide further details on your importation activities:

Test

How many animals have you imported in the last 12 months?

99

How many animals are you expecting to import in the next 12 months?

99

Which countries do you import animals from?

Other

Detail of other countries you import from

Test country

6. ADCH Minimum Welfare & Operational Standards

It is a requirement that rescues meet the ADCH Minimum Welfare & Operational Standards and, if not there yet, the ADCH will work with and provide guidance to enable rescues to meet these where possible.

Please ensure you have read the standards, a copy is available via link below. It is important that you have read and understood the Minimum Standards and answer the question, so that we can progress your application appropriately.

If you do not feel that you currently meet all standards, it is important that you let us know so that we can handle your application accordingly, and provide help where appropriate:

[ADCH Minimum Welfare and Operational Standards](#)

A representative (staff or volunteer) within the organisation has read and self-assessed the rescue against the ADCH's Minimum Welfare and Operational Standards, and believe that:

We are not yet fully compliant (ADCH hope to provide guidance or support in addressing these with you)

Please give the name of the person in your organisation who has carried out a preliminary assessment against ADCH's Minimum Standards: C Smith

Please provide further details on the areas you are not yet fully compliant

Test

I understand that by progressing my application, I will facilitate an in-person assessment of our organisation against ADCH's Minimum Welfare and Operational Standards, as part of the application process

7. Compliance with Legislation

It is a requirement of membership that rescues comply with all current animal welfare legislation in the jurisdiction that they operate. Please declare below whether your rescue meets this legislation.

Does Your Organisation Comply With All Current Animal Welfare Legislation?

Yes

8. Application Endorsement

Please provide contact details of two existing Members who can endorse your application. You can find a list of current Members on our website. If you are unable to find two existing ADCH members, please provide details of two veterinary practices or any local authorities that you work with (such as holding stray contracts). For veterinary practices, the person giving the reference must be a qualified veterinary surgeon. Please seek permission from your referee before sharing their contact details with us.

Referee 1: Type of Referee

Existing ADCH Member

Referee 1: Name of Organisation

Test Ref

Referee 1: Contact Name

D Smith

Referee 1: Role/ Job Title

Test Job

Referee 1: Email test@adch.org.uk

Referee 2: Type of Referee

Referee 2: Name of Organisation Test Ref

Referee 2: Contact Name E Smith

Referee 2: Role/ Job Title Test Job

Referee 2: Email test@adch.org.uk

9. Supporting Documents and Other Information

Please upload your organisation's accounts for the last TWO years. If you are a new organisation and have not completed a financial year, please submit an up to date balance sheet or similar



Please upload a copy of your organisation's governing document or other governing document



Please provide any additional information that you think will be useful:

Test

10. ADCH Policies

Accepted

At the Association of Dogs and Cats Homes we believe we are 'better together' for every dog and cat and that they should be free from abuse, neglect and abandonment, and through our member organisation be a place where people recognise the joy that giving a rescue animal a second chance of a happy life and a new home can bring. This vision and our mission are underpinned by strongly held and embedded organisational values, behaviours, policies and procedures.

The Code of Conduct for membership sets out the expectations we have of our Members and applicants. 'Members' and 'applicants' in this document refers to any member of ADCH whether they are admitted as Full Members, Provisional Members, Affiliate Members, or submitted an

application to join ADCH.

The requirements and standards contained in this Code of Conduct are here to provide a safe, inclusive and collaborative environment for rescues with parallel aims, improving the lives of dogs and cats. We are a respected communal voice for our sector and our strong reputation is a key to allowing us to continue to speak on behalf of our members.

It is the responsibility of us all to ensure our behaviour is consistent with the values and principles of ADCH.

A breach of this Code of Conduct may result in loss of ADCH membership. Where required, could lead to criminal prosecution or notification to other public bodies and/or regulatory bodies. By applying to join, or joining, ADCH your rescue undertake to work and behave in accordance with the requirements of this conditions, and so contribute to the delivery of ADCH's vision, the promotion of our values and the protection of our reputation.

In my application and admittance to ADCH, our rescue will:

- Treat all other members and applicants with respect for their organisation, staff, volunteers, animals and their work.

- Not share or distribute any images which include poor animal welfare, unless for the purposes of campaigning and advocacy against the concern.

- Be courteous and non-accusatory in communications with other members and applicants, both in public and in private.

- Treat all animals and people with respect and dignity, value equality and diversity, and refrain from and challenge any form of harassment, bullying, abuse, discrimination, exploitation, or harm of any kind whether in person, by phone, in writing, email, social media (ADCH has a social media policy, available here) or other forms of electronic media.

- Protect and be careful, responsible and ethical in the handling and use of information, experiences and data given by other applicants and members, except where it has been expressly permitted to share

- As an admitted member, carry out Annual Returns and self-assessments by the given deadlines, and facilitate external assessments when due (as per ADCH's Standard Operating Procedures, available on the website).

Agreement

By submitting an application for membership, or continuing our membership by paying annual membership fees, our organisation commits to acting in accordance with this Code of Conduct.

A copy of our Safeguarding policy is available via the link below. Any queries please contact enquiries@adch.org.uk

[ADCH Safeguarding Policy](#)

Can you confirm you have read the safeguarding policy:

Yes

And Finally.....

Where Did You Hear About ADCH?

Another ADCH Member

Social Media

Other (Please let us know where you heard about us) Test

What Is Your Main Reason For Applying For Membership?

Test

Would you be happy for ADCH to pass on your contact details to grant funding bodies, if appropriate, following your assessment?

Yes