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THE VETERINARY SURGEONS AND VETERINARY PARA-PROFESSIONALS REGULATIONS, 2013

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## THE VETERINARY SURGEONS AND VETERINARY PARA-PROFESSIONALS ACT (No. 29 of 2011)

IN EXERCISE of the powers conferred by section 45 of the Veterinary Surgeons and Veterinary Para-professionals Act, 2011, the Cabinet Secretary makes the following Regulations:—

### THE VETERINARY SURGEONS AND VETERINARY PARA-PROFESSIONALS REGULATIONS, 2013

#### PART I—PRELIMINARY

##### Citation.

1. These Regulations may be cited as the Veterinary Surgeons and Veterinary Para-professionals Regulations, 2013.

##### Interpretation.

No.29 of 2011.

2. In these Regulations, unless the context otherwise requires—

“Act” means the Veterinary Surgeons and Veterinary Para-professionals Act;

“advertisement” means the publication, through print or electronic means, of the following information to the public—

- (a) directions to a veterinary clinic;
- (b) name of the owner of a veterinary clinic;
- (c) description of services offered by a veterinary clinic;
- (d) qualifications of a practitioner;

“ambulatory facility” means a mobile veterinary clinical centre offering outpatient service from a contact point;

“animal health service” includes animal welfare service;

“animal hospital” means a veterinary clinical centre offering inpatient and outpatient service with facility for surgery, radiology, clinical pathology, dispensary, ward accommodation and provision for twenty four hour surveillance of patients;

“breeding service” means artificial insemination or fertilization, embryo transfer and genetic technologies in an animal;

“captive animal” means a domestic or wild animal confined within a space continuously or intermittently and includes an animal kept in a cage, zoo, wildlife sanctuary, an emerging livestock breeding centre or a farm;

“contact point” means a physical premise from which an ambulatory service is operated;

“continuous professional development” means a process or activity that provides added value to the capability of the professional through advancement in knowledge, skills and personal qualities necessary for the execution of professional and technical duties

“credit point” means continuous professional development rating as determined by the Board;

“direction” with respect to internship, means instruction by a veterinary surgeon to an intern as to a procedure, test or treatment to be administered on an animal, but such veterinary surgeon is not necessarily physically present when the procedure, test or treatment is being administered by the intern;

“faculty” means a division within a university comprising one subject area and includes schools and colleges;

“institution offering animal health services” means a non-governmental institution that provides services aimed at safeguarding animal health and welfare;

“internship” means a training period of not less than twelve months apprenticeship to present a graduate an opportunity to gain competence in veterinary practice;

“Registrar” means the chief executive officer appointed under section 12 of the Act;

“specialist college” means a group of veterinary surgeons who are experts in a sphere set out by the Board;

“supervision” with respect to internship, means instruction by a veterinary surgeon to an intern on a procedure, test or treatment to be administered and such veterinary surgeon is physically present when the procedure, test or treatment is being administered by the intern;

“teaching aid” includes an audio visual aid, computer, camera, liquid crystal display projector, television, monitor, video camera, video, digital versatile disk, specimen, model and skeleton;

“veterinary clinical centre” means an establishment that has facilities for outpatient examinations and treatment of animals and may include ambulatory services and boarding facilities.

“veterinary laboratory” means an institution where-

(a) a specimen is received, processed and examined for diagnosis of animal diseases and for forensic purposes;

(b) animal feedstuff, fertilizer, veterinary medicine, animal products, or animal production inputs are tested for quality and safety; or

(c) veterinary research is conducted;

“veterinary student” means a student in an institution recognized by the Board offering veterinary medicine or animal health course.

## PART II—ELECTION OF BOARD MEMBERS, THE DISCIPLINARY COMMITTEE AND OTHER MATTERS

Procedure for election of Board members.

3. The members of the Board under section 4 (1) (f) and (g), shall be elected in accordance with the provisions of regulations 4, 5, 6, and 7 of these Regulations.

Eligibility of voters.

4. (1) A person registered as a veterinary surgeon under the Act shall be eligible to vote under section 4 (f) of the Act.

(2) A person registered as a veterinary paraprofessional under the Act shall be eligible to vote under section 4 (g) of the Act.

Nomination of candidates.

5. (1) The Registrar shall, not less than twenty one days before the expiry of the term of the Board, publish a notice in two newspapers of national circulation, requiring the nomination of candidates for the election of Board members under section 4 of the Act.

(2) The notice under sub-regulation (1) shall be—

(a) in Form 1 set out in the First Schedule, for veterinary surgeons; and

(b) in Form 2 set out in the First Schedule, for veterinary para-professionals.

(3) The notice under sub-regulation (2) shall —

(a) state the direction as to where a voter can obtain the nomination form; and

(b) specify the date on which the nomination forms shall be submitted to the Registrar.

(4) The nomination period shall, for the purposes of sub-regulation (1), be fourteen days from the date of publication.

(5) Each voter shall be entitled to nominate as many candidates as the number of vacancies specified in sections 4 (f) and 4 (g) of the Act.

(6) A separate form shall be used for the nomination of each candidate.

(7) Each form under sub-regulation (6) shall be completed and signed by a nominee, a proposer and a seconder.

(8) The nomination of a candidate shall be lodged with the Registrar before twelve noon on the nomination day specified.

Registrar to confirm nominees.

6. (1) The Registrar shall, on receipt of the nomination form, accept the nomination of a person as a candidate for an election, if he is satisfied that—

(a) the nomination has been done in accordance with these Regulations; and

(b) the nominated person is qualified in terms of the qualification criteria provided in section 4 (3) of the Act.

(2) If the Registrar refuses to accept the nomination of a person as a candidate for an election, he shall, within three days of receipt of the forms notify, in writing, the nominated person concerned and the persons by whom that person has been nominated, of the grounds of refusal.

(3) A candidate whose application has been rejected by the Registrar may, within five days, lodge an appeal with the Board.

(4) The Board shall hear and conclude the appeal within five days.

(5) If the number of nominees is equal or less than the number of vacancies the nominees shall be declared elected.

(6) Where the number of nominees is greater than the vacancies, the Registrar shall publish the names and particulars of the nominees in at least two newspapers of national circulation.

(7) The publication under sub-regulation (6) shall specify the date and place for election of Board members.

#### Election of Board members.

7. (1) The ballot shall be as provided in—

(a) Form 3 for veterinary surgeons; and

(b) Form 4 for veterinary paraprofessionals.

(2) The Registrar shall, on the day of issuance of notice of election, send the ballots to the voters by registered mail or electronic mail.

(3) The elections shall be held twenty one days from the date of issuance of notice for election.

(4) Every voter shall submit a marked ballot, either physically or electronically, to the Board or voting centres, on or before twelve noon of the twenty first day referred to in sub-regulation (3)

(5) There shall be no voting by proxy.

(6) The Board shall select a team to preside over elections headed by the Registrar who shall be the returning officer or his authorized nominee and any other persons as the Board may choose from persons who are not interested parties to the elections.

(7) Counting of votes shall begin upon closure of voting and shall be completed within two days.

(8) Each candidate for an election shall be entitled to have an observer in the counting hall during the counting of votes.

(9) The Registrar shall publish the result of the count in at least two newspapers of national circulation.

#### Appeals.

8. (1) A candidate may challenge the result of an election by filing a petition with the Board within five days after the announcement of the result and which petition shall be accompanied by a fee of twenty thousand shillings.

(2) The petition referred to in sub-regulation (1), shall be determined within seven days by the Board whose composition shall not include any member nominated for the election for which a petition has been filed.

#### Common Seal.

9. (1) The common seal of the Board is the Board's logo provided in the Second Schedule.

(2) The common seal shall be attached to documents upon obtaining—

- (a) the authority of the Chairperson in writing; or
- (b) by a resolution of the Board.

#### Creation of Registers.

10. The Board shall keep and maintain the following registers—

- (a) register of veterinary surgeons as provided in Form 5 set out in the First Schedule;
- (b) register of licensed veterinary surgeons as provided in Form 6 set out in the First Schedule;
- (c) Register of veterinary para-professionals (veterinary technologists-degree holders) as provided in Form 7 set out in the First Schedule;
- (d) register of veterinary para-professionals (veterinary technologists-diploma holders) as provided in Form 8 set out in the First Schedule;
- (e) register of veterinary para-professionals (veterinary technicians) as provided in Form 9 set out in the First Schedule;
- (f) register of licensed veterinary para-professionals as provided in Form 10 set out in the First Schedule;
- (g) register of veterinary interns as provided in Form 11 set out in the First Schedule;
- (h) register of approved animal health training institutions as provided in Form 12 set out in the First Schedule;
- (i) register of licensed veterinary laboratories as provided in Form 13 set out in the First Schedule;
- (j) register of facilities and organizations offering animal health and welfare services as provided in Form 14 set out in the First Schedule;
- (k) register of veterinary specialists as provided in Form 15 set out in the First Schedule;
- (l) register of foreign veterinary surgeons as provided in Form 16 set out in the First Schedule;
- (m) register of indexed veterinary students as provided in Form 17 set out in the First Schedule;
- (n) register of CPD providers as provided in Form 18 set out in the First Schedule;
- (o) register of veterinary clinical centres, hospitals and ambulatory services as provided in Form 19 set out in the First Schedule; and
- (p) a register of breeding service providers as provided in Form 20 set out in the First Schedule.

#### Appointment of inspectors.

11. (1) There is established the Veterinary Inspectorate which shall be headed by a Chief Inspector and shall comprise a team of persons as the Board shall appoint.

(2) The Board shall appoint qualified persons, whether by name or by virtue of their office to serve as inspectors for the purposes of this Act.

(3) Without prejudice to the generality of sub-regulation (2), a person shall be qualified for appointment as an inspector if that person—

(a) holds at least a degree in veterinary medicine or is qualified as a veterinary para-professional;

(b) has at least ten years experience in the relevant field;

(c) passes an integrity assessment; and

(d) has undergone an appropriate course for inspectors offered by the Board.

(4) The Board shall issue an inspector appointed under sub regulation (1) with an official photo identity card with inscription "Inspector of Kenya Veterinary Board" duly stamped and signed by the chief executive officer or his authorized agent.

(5) Upon ceasing to be an inspector, a person shall return his identification card to the chief executive officer or his authorized agent.

(6) An inspector shall have authority to conduct inspections for the purpose of—

(a) confirming standards provided under these Regulations have been complied with before the Board approves an application;

(b) safeguarding animal welfare by confirming the standards of any premises where animals are kept are being adhered to; and

(c) enforcing the provisions of these Regulations.

(7) An inspector appointed under these Regulations, for the purpose of ascertaining whether the provisions of the Act are being complied with, shall have the power—

(a) to enter a veterinary clinic, veterinary laboratory or any other facility that has an animal health and welfare component to inspect any books, papers, records or writings, medicines and other inputs;

(b) to enter any premises in which he has reasonable cause to suspect that a breach of the law has been or is being committed;

(c) to make examination and inquiry; and

(d) to do such other things, including the taking of samples, as may be necessary.

(8) An inspector shall submit his report in the manner provided in Form 21 set out in the Second Schedule.

(9) An inspector shall observe confidentiality in the findings of his inspection.

(10) An inspector shall not be personally liable for performing his lawful duties provided under this Act.

(11) Despite sub-regulation (10), an inspector shall be liable for any act of negligence committed in performance of his duties.

Establishment of a disciplinary committee.

12. (1) There is established a Disciplinary Committee of the Board which shall be a standing committee for the purposes of inquiries under this Act.

(2) The Disciplinary Committee shall be responsible for making recommendation to the Board after conducting inquiry on disciplinary issues as provided under section 34 of the Act.

Summons to appear at inquiries.

13. (1) The Registrar may, on the direction of the Board, issue a written notice summoning a person who is the subject of an inquiry under the Act, to attend a disciplinary inquiry.

(2) The notice under sub-regulation (1), shall be served by—

(a) forwarding it by electronic mail or registered post to the person concerned;

(b) delivering it to the person concerned in person or to his duly authorized representative,

(c) delivering it at the residence or place of business of the person concerned to a person who is not less than eighteen years of age and resides or is employed by the person who is subject of the inquiry;

(d) delivering it at the place of employment of the person concerned to a person who is not less than eighteen years of age and in authority over him or, in the absence of such person, to a person who is not less than eighteen years of age and is in charge at his place of employment;

(e) delivering it, in the case of a legal person, at the registered office of the legal person; or

(f) publishing it in a newspaper with wide national circulation.

### PART III—TRAINING AND REGISTRATION

Registration of Specialist or Consultants.

14. (1) The Board shall register specialist colleges in accordance with such guidelines as it shall develop.

(2) A veterinary surgeon may apply to the Board in Form 22 set out in the First Schedule for registration as a veterinary specialist in a college.

(3) An applicant under sub-regulation (2) shall—

(a) produce documentary evidence of the relevant expertise; and

(b) pay the requisite fees.

(4) The Board shall, following a recommendation from the specialist college, on approval of an application under sub-regulation (2), issue the applicant with a certificate of registration in Form 23 set out in the First Schedule.

(5) A person registered by the Board as specialist or consultant shall use the titles with a client or colleague.

(6) A person shall not hold himself or any other person as having expertise they cannot substantiate, or refer to himself or any other person as a 'specialist', where in doing so would be misleading or amount to misrepresentation.

Establishment of veterinary para-professional cadres.

15. (1) The following cadres of veterinary para-professionals are established—

(a) veterinary technologist is a veterinary para-professional who has attained an academic diploma certificate in animal health or a degree in animal health, in a course of study as approved by the Board, but does not include a person with a degree in veterinary medicine;

(b) veterinary technician is a veterinary para-professional who has attained an academic certificate in an animal health course of at least two years of study as approved by the Board.



(2) Despite the provisions of sub-regulation 1 (b), a person referred to in section 17 (1) (b) (ii) of the Act, who has undergone a one year course in animal health as prescribed by the Board and has passed an exam set by the Board, shall be registered as a Veterinary Technician.

(3) A person referred to in this Regulation shall be required to sit an exam set by the Board to qualify for registration under the Act.

Temporary registration of a foreign veterinary surgeon.

16. (1) A foreign person wishing to practice veterinary surgery in Kenya shall apply to the Board in accordance with Form 24 set out in the First Schedule.

(2) The Board shall approve the application in accordance with the criteria set out under section 16 of the Act.

(3) The Board shall, on approval of the application, issue the applicant with a temporary registration certificate in accordance with Form 25 set out in the First Schedule.

(4) A foreign veterinary surgeon may practice if he is issued with an annual practicing license in Form 26 set out in the First Schedule.

Continuous Professional Development.

17. (1) Every veterinary surgeon and veterinary para-professional shall undertake continuous professional development activities in the manner provided by the Board.

(2) A veterinary surgeon and a veterinary para-professional shall not be retained in the register until he has acquired at least twenty and fourteen credit points respectively in the year under consideration.

(3) A veterinary surgeon or a veterinary para-professional may apply to the Board for a waiver of some or all the credit points and shall give reasons for the request.

(4) The Board may, for valid reasons such as medical reasons, absence from the country or non-veterinary commitments, waive some or all the credit points for a registered person.

(5) A veterinary surgeon and veterinary para-professional shall show evidence of the continuous professional development activities completed by thirty first December of every year in the manner provided in Form 27 set out in the First Schedule.

(6) In addition to filling Form 27 a veterinary surgeon or veterinary para-professional shall submit–

(a) a summary of continuous professional development activities attended, including the nature, scope and duration of such activities; and

(b) a summary of credit points acquired.

(7) The Board may discipline any veterinary surgeon and veterinary para-professional who has not acquired the minimum number of credit points by–

(a) requiring the person to follow a remedial continuous professional development programme;

(b) requiring the person to write an examination determined by the Board; or

(c) removing the person's name from the relevant register.

Accreditation.

18. (1) A person wishing to be accredited as a continuous professional development service provider shall apply to the Board in the manner provided in Form 28 set out in the First Schedule.

(2) The Board shall confirm accreditation of a continuous professional development service provider in the manner provided in Form 29 set out in the First Schedule.

(3) Every continuous professional development provider shall apply for approval and determination of credit point worth by the Board, of the intended activity in the manner provided in Form 30 set out in the First Schedule .

Fees for professional services.

19. (1) The Board shall from time to time determine in Form 31 set out in the First Schedule, the fees to be charged for the services it provides.

(2) The Board shall, from time to time, set minimum fees for professional services offered by a person registered under the Act.

## PART VI—REGISTRATION OF INSTITUTIONS AND ORGANISATIONS

Registration of institutions handling animals to safeguard their health and welfare.

20. (1) An institution intending to offer animal health services shall apply to the Board in Form 32 set out in the First Schedule and shall state—

(a) the location and jurisdiction of the intended operation;

(b) the type of service it intends to offer;

(c) the name and registration status of the veterinary surgeon in the employment of the institution in charge of animal health matters; and

(d) the facilities the institution has in order to offer the intended service.

(2) Despite sub-regulation (1) (c), if the organization changes the veterinary surgeon, it shall notify the Board and shall suspend animal health services until it has recruited a veterinary surgeon in charge of the animal health services.

(3) The Board may grant the institution an operation licence, with the necessary conditions, in accordance with Form 33 set out in the First Schedule.

Approval for veterinary clinical centres, hospitals and ambulatory services.

21. (1) A person intending to operate a veterinary clinical centre, veterinary hospital or an ambulatory service shall, before commencing such operation, apply to the Board for approval in accordance with Form 34 (a) set out in the First Schedule.

(2) The Board shall on receipt of the application under sub-regulation (1), cause an inspection to be conducted of the veterinary clinical centre, veterinary hospital or an ambulatory service.

(3) The Board shall, where the applicant complies with the standards set out in regulations 23, 24, or 25 and on payment of the requisite fee, approve the application and issue a licence in Form 34 (b) set out in the First Schedule.

(4) A license issued under this Regulation shall be valid for a period of one year calculated from the date of issue.

(5) Despite sub-regulation (4), a licence may be cancelled at any time when the Board establishes a breach of any provisions of these Regulations.

Approval for veterinary laboratory.

22. (1) A person shall apply to the Board for approval to operate a veterinary laboratory in the manner provided in Form 35 set out in the First schedule.

(2) The Board shall inspect a veterinary laboratory for purposes of registration under sub-regulation (1).

(3) The inspection under sub-regulation (2) shall be done once.

(4) An applicant under this Regulation shall specify the laboratory services he intends to offer in the veterinary laboratory.

(5) The Board shall inspect the veterinary laboratory to confirm that it satisfies the standards under regulation 27 and on approval issue an annual license in Form 36 set out in the First schedule.

(6) A license may be cancelled by the Board any time an inspector establishes a breach of any provisions of these Regulations.

(7) A veterinary clinical centre, veterinary hospital or an ambulatory service that has been licensed to operate under this Act shall not be required to make a separate application for its own in-house laboratory.

#### PART V—STANDARDS

Standards for a veterinary clinical centre. No.15 of 2007.

23. A veterinary clinical centre shall satisfy the following minimum standards—

- (a) cleanliness, impervious walls and paved floors which are easy to clean and disinfect;
- (b) sufficient natural light supported by adequate artificial lighting;
- (c) clean protective equipment;
- (d) clean well groomed personnel;
- (e) facility for containment of micro-organisms and adequate protection against dissemination of diseases to personnel and animals;
- (f) instrument sterilizer;
- (g) facility for proper disposal of all waste materials such as incinerators or secure soak pits;
- (h) provision for proper disposal of unclaimed dead patients ,on or off site;
- (i) sufficient ventilation and freedom from noxious odours;
- (j) sufficient species-specific restraining facilities;
- (k) sufficient refrigeration and storage facilities;
- (l) basic diagnostic and medical equipment including, thermometers, stethoscope, microscopes, surgical kit, lockable medicine kit, sampling tools and equipment;
- (m) implementation of Occupational Health and Safety Act in the work place;
- (n) records of—

- (i) patient information;
- (ii) diseases encountered;
- (iii) mortalities;
- (iv) inventory and stores;
- (v) veterinary certificates which shall include the full name and signature of the attending veterinary surgeon, Kenya Veterinary Board registration number, the address, the full identification of the patient in terms of the name, species, sex, colour, age and any identification device number on the patient, date of vaccination or examination, and the generic and trade name of the vaccine used, batch number and the expiry date and manufacturer; and
- (vi) any other record determined by the Board.

Standards for a veterinary hospital.

24. (1) An animal hospital shall satisfy the minimum standards specified in regulation 23.

(2) In addition to the provisions of regulation 23, an animal hospital shall have sufficient facilities including—

- (a) comfortable and safe accommodation with walls and floors that are easy to clean and disinfect with adequate bedding;
- (b) wholesome feeds and sufficient potable water;
- (c) diagnostic facilities including imaging and laboratory services;
- (d) at least one resident veterinary surgeon and one veterinary para-professional on duty at any given time; and
- (e) at least two well-equipped veterinary surgical theatres, a preparation room and a separate recovery room.

(3) An animal hospital shall have adequate staff establishment, which shall comprise of at least three veterinary surgeons.

Standards for an ambulatory service.

25. An ambulatory service shall have the following minimum standards—

- (a) sufficient means of transport;
- (b) clean protective equipment;
- (c) clean, well-groomed personnel;
- (d) a facility for containment of micro-organisms and adequate protection against dissemination of diseases to personnel and animals;
- (e) access to proper disposal of all waste materials such as incinerators or secure soak pits;
- (f) sufficient portable species-specific restraining facilities;

(g) a contact point with adequate refrigeration and storage facilities for veterinary medicines, equipment and records; and

(h) sampling tools and equipment.

Emergency service.

26. A veterinary clinical centre, animal hospital or ambulatory facility shall offer twenty four hour emergency service.

Standards of veterinary laboratory.

27. (1) A veterinary laboratory shall—

(a) be located away from known fire hazards;

(b) be separated from non-related activities;

(c) have restricted access by personnel; and

(d) be vermin-proofed for pests including insects and rodents.

(2) In addition to sub-regulation (1), a veterinary laboratory shall have the following minimum standards—

(a) the floors and the walls of the building shall be constructed from materials that are easy to clean, impervious and resistant to corrosion by chemicals;

(b) have access to an incinerator, pressure steam sterilizer or renderer for disposal of carcasses and waste;

(c) provide a microbiological safety cabinet able to protect the operator, the product and the environment in laboratories dealing with microbial cultures;

(d) sample collection and diagnostic equipment and facilities;

(e) provide an autoclave or pressure steam sterilizer;

(f) provide personnel with protective clothing and equipment for use only within the laboratory;

(g) have a designated veterinary surgeon responsible for containment;

(h) competent staff in the area of specialization;

(i) provide warning notices for containment area indicating the type of hazard, the name and telephone number of the person responsible;

(j) have laboratory alarm system, emergency lighting, fire fighting equipment and first aid kit;

(k) post emergency protocols within the laboratory advising personnel on procedures to follow in case of emergencies; and

(l) display standard operating procedures for the laboratory.

Standards for advertisement of veterinary service.

28. (1) An advertisement for services by a veterinary surgeon, a veterinary paraprofessional or a veterinary practice shall—

(a) conform to the veterinary code of ethics;

(b) comprise information that enriches the clients' knowledge in animal health care;

(c) not solicit for clients;

(d) be scientifically factual; and

(e) not be an endorsement of a veterinary surgeon, veterinary para-professional, veterinary product or service.

(2) A veterinary surgeon or veterinary para-professional shall display at the place at which he practices a sign bearing—

(a) the name of the veterinary surgeon or veterinary para-professional;

(b) the qualification as recorded in the register of veterinary surgeons, veterinary para-professionals or specialists;

(c) the name, professional details and duration of visit of any foreign veterinary surgeon; and

(d) the hours of service.

(3) A sign displayed at a veterinary premises may be illuminated by a light of constant intensity without causing an irritation to the general public.

(4) A veterinary surgeon or veterinary para-professional whose premises are in a shopping complex or other place where a directory of tenants is provided may display on that directory a sign indicating that the veterinary surgeon or veterinary para-professional has a practice in that place.

(5) An advertisement shall not contain any non-academic nominals.

(6) Advertising in any telephone book, directory, website or other place or medium shall be accurate and shall comply with the standards set out in the Act.

Animal breeding services.

29. (1) A veterinary para-professional who has completed an artificial insemination course at an institution approved by the Board may apply for registration as a breeding service provider.

(2) A person shall offer veterinary breeding services if he is registered under this Act.

Standards for Training and curriculum for breeding services.

30. (1) A training institution shall not offer training in breeding services unless the institution is licensed by the Board in accordance with Form 38 (b) set out in the First Schedule.

(2) An institution training in breeding services shall have facilities approved by the Board and qualified personnel.

(3) A trainee in breeding services shall have a minimum qualification of a veterinary para-professional.

(4) A person shall not offer training in breeding services unless he uses the curriculum approved by the Board.

(5) A breeding service provider for all species, other than cattle, shall have the physical address and facilities approved by the Board.

Reporting of notifiable diseases.

31. A notifiable disease shall be reported in the manner provided in Form 37 set out in the First Schedule.

## PART VI—TRAINING INSTITUTIONS AND CONDUCT OF EXAMINATIONS

Approval of training institutions.

32. (1) An animal health course or a veterinary medicine course shall be offered in a registered institution or in a faculty of veterinary medicine.

(2) An institution desiring to offer courses of training leading to the award of animal health degree, diploma or certificate, or degree of Bachelor of Veterinary Medicine shall after being registered by the relevant body, apply to the Board for approval by submitting an application form in accordance with Form 38(a) set out in the First Schedule.

(3) A person or institution shall not offer training in Animal Health or Veterinary Medicine unless they are registered by the Board.

(4) An institution or person shall offer training courses in Animal Health or Veterinary Medicine using the curriculum approved by the Board.

(5) The Board shall, on receipt of the application under sub-regulation (2), inspect the institution and if satisfied that it conforms to standards specified under these Regulations and upon payment of the requisite fees, approve the institution for the courses proposed.

(6) The Board shall inspect approved training institutions from time to time.

(7) The Board shall, in every five years, inspect institutions for purposes of approval.

Standards for institutions training for award of degree of veterinary medicine.

33. (1) A training institution desiring to offer courses for the award of degree of veterinary medicine shall have adequate physical facilities and equipment that meet the following minimum standards—

(a) a lecture theatre for every class;

(b) a laboratory for each major discipline;

(c) seminar rooms and other teaching spaces which shall be adequate in number and size for the instructional purposes intended and the number of students enrolled;

(d) administrative and faculty offices;

(e) a teaching animal hospital with the minimum standards set out in regulation 24 and which has adequate teaching, laboratory, research and clinical equipment for examination and diagnostics of all animals used by the institution;

(f) an animal farm with the full spectrum of animal species to give the students adequate exposure in a ratio of at least two animals per student-admission for cattle, sheep, goat and pigs and one flock of two hundred poultry for ten student-admission and at least one fish farm and one rabbit farm;

(g) a veterinary library; and

(h) access to facilities offering food and accommodation for students in the vicinity.

(2) The facilities and equipment specified in sub-regulation (1) shall be maintained clean and in good repair.

(3) The number, qualification and terms of service for teaching and support staff shall conform to the minimum standards prescribed by the body responsible for higher education.

(4) Without prejudice to sub-regulation (1), an institution shall meet the following additional requirements—

(a) the lecturers for animal health courses shall be veterinary surgeons;

(b) the lecturers shall possess relevant qualifications for the subjects they teach;

(c) the head of the faculty or school shall be a veterinary surgeon;

(d) the head of veterinary academic section shall be a veterinary surgeon;

(e) the ratio of permanently employed to part-time lecturers teaching the animal health programmes shall not be less than 3:1; and

(f) the staff establishment shall include sufficient numbers of technologists, technicians and other relevant staff.

(5) In addition to the standards and equipment provided in regulation 24, the institutional surgical theatres and laboratory shall have the following additional equipments—

(a) computed tomography scan;

(b) magnetic resonance imaging;

(c) fluoroscopy for cardiac catheterization and diagnostic imaging;

(d) cell culture room;

(e) cardiopulmonary bypass equipment;

(f) operating microscope;

(g) video-scopic column;

(h) hemodynamic data services and software;

(i) echocardiography;

(j) histopathology equipment;

(k) nuclear scintigraphy;

(l) electron microscopes;

(m) light microscopes for each student;

(n) centrifuges;

(o) ultrasound equipment; and

(p) anaesthetic machines.



Standards for institutions training for award of diploma in animal health.

34. (1) A training institution desiring to offer courses for the award of diploma in animal health shall have adequate physical facilities and equipment maintained clean and in good state of repair and shall meet the following minimum standards—

- (a) a lecture theatre for every class;
- (b) a laboratory for each major discipline;
- (c) meeting halls;
- (d) administrative and staff offices;
- (e) an animal farm with the full spectrum of animal species to give the students adequate exposure in a ratio of at least two animals per student-admission for cattle, sheep, goat and pigs and one flock of two hundred poultry for ten student-admission and at least one fish farm and one rabbit farm;
- (f) a veterinary library; and
- (g) access to facilities offering food and accommodation for students in the vicinity.

(2) The number, qualification and terms of service for teaching and support staff shall conform to the minimum standards prescribed by the body responsible for tertiary and higher education.

(3) Without prejudice to sub-regulation (1), the institution shall meet the following additional requirements—

- (a) lecturers for animal health courses shall be veterinary surgeons;
- (b) lecturers shall possess relevant qualifications for the subjects they teach;
- (c) the head of the relevant section or department offering animal health course shall be a veterinary surgeon;
- (d) the ratio of permanently employed to part-time lecturers teaching the animal health programmes shall not be less than 3:1;
- (e) the staff establishment shall include sufficient numbers of technologists, technicians and other relevant staff;
- (f) minimum teaching aids shall be availed.

(4) The standards of the laboratory and equipment in the institution shall conform to the standards in section 29 of the Act.

Standards for institutions training for the award of animal health certificates.

35. (1) A training institution desiring to offer courses for the award of certificate in animal health shall have adequate physical facilities and equipment maintained clean and in good state of repair and shall meet the following minimum standards—

- (a) a lecture theatre for every class;
- (b) two laboratories, one for basic sciences and one for applied sciences;
- (c) meeting halls;

(d) administrative and staff offices;

(e) an animal farm with the full spectrum of animal species to give the students adequate exposure in a ratio of at least two animals per student-admission for cattle, sheep, goat and pigs and one flock of two hundred poultry for ten student-admission and at least one fish farm and one rabbit farm;

(f) a veterinary library; and

(g) food and accommodation for students.

(2) The number, qualification and terms of service for teaching and support staff shall conform to the minimum standards prescribed by the body responsible for tertiary and higher education.

(3) Without prejudice to sub-regulation (2), the institution shall meet the following additional requirements–

(a) lecturers for animal health courses shall be veterinary surgeons;

(b) lecturers shall possess relevant qualifications for the subjects they teach;

(c) the head of the relevant section or department offering animal health course shall be a veterinary surgeon;

(d) the ratio of permanently employed to part-time lecturers teaching the animal health programmes shall not be less than 3:1;

(e) the staff establishment shall include sufficient numbers of technologists, technicians and other relevant staff; and

(f) minimum number and types of teaching aids shall be availed.

(4) The standards of the laboratory and equipment in the institution shall conform to the standards in section 29 of the Act.

Indexing of students.

36. (1) Every veterinary medicine or animal health student shall be indexed by the Board.

(2) A student shall apply for indexing to the Board in Form 39(a) set out in the First Schedule.

(3) A student shall submit the application to the institution where he is admitted for training.

(4) An institution training students shall forward applications submitted under sub regulation (3), to the Board on behalf of the students.

(5) An institution under sub-regulation (4), shall summarize the particulars of all the applications in Form 39 (b) set out in the First Schedule and shall submit the summary, together with the students' applications, to the Board.

Conduct of examinations in authorized institutions.

37. (1) The examinations for a veterinary medicine degree or animal health courses shall include examinations in all the subjects as specified by the Board.

(2) At least two examiners, one of whom was not involved in the teaching of the subject to the candidate, shall participate in the evaluation of each subject examined.

(3) A candidate for an examination for veterinary medicine degree or an animal health course shall pass an examination in a subject if he attains at least fifty per cent or the equivalent of fifty per cent of the maximum marks obtainable in the examination, in the marking system employed by the institution.

Internship for graduates.

38. (1) A veterinary medicine or animal health graduate shall apply to the Board for temporary registration for the period of internship in the manner provided in Form 40 set out in the First Schedule.

(2) The Board shall, after payment of requisite fee, grant an applicant under sub-regulation (1) intern registration and issue him with a certificate in accordance with Form 41 set out in the First Schedule.

(3) A veterinary medicine intern may examine animals, carry out diagnostic tests and administer treatment under the direction of a veterinary surgeon and perform surgical operation under the supervision of a veterinary surgeon.

(4) A veterinary para-professional intern shall perform tasks and activities equal with his training under the direction of a veterinary surgeon.

(5) A veterinary para-professional intern may examine animals and carry out diagnostic tests and administer treatment under the direction of a veterinary surgeon.

(6) Upon successful completion of internship, the supervisor shall make recommendations to the Board for evaluation and registration of the intern in Form 42 set out in the First Schedule.

(7) An intern or supervisor may refer any complaint during the internship to the Board in writing.

#### FIRST SCHEDULE

FORM 1 (r. 5)

#### NOMINATION FORM

NOMINATION OF VETERINARY SURGEON CANDIDATES FOR ELECTION FOR APPOINTMENT TO THE BOARD ESTABLISHED BY SECTION 4 (F) OF THE VETERINARY SURGEONS AND VETERINARY PARA-PROFESSIONALS ACT 2011.

*(to be filled in block letters)*

Name of Candidate .....  
Address .....  
Telephone ..... e-mail .....  
KVB registration No .....  
Academic qualifications .....  
Career record .....  
Special interests .....  
Record in public and professional service .....  
Self declaration of integrity and ethics .....  
Signature of the candidate ..... Date.....  
Name and address of proposer .....  
Registration No. of proposer .....  
Signature of proposer ..... Date .....  
Name and address of Secunder .....  
Registration No. of Secunder .....  
Signature of Secunder ..... Date .....

---

FORM 2 (r. 5)  
 NOMINATION FORM  
 NOMINATION OF VETERINARY PARA-PROFESSIONAL CANDIDATES FOR ELECTION FOR  
 APPOINTMENT TO THE BOARD ESTABLISHED BY SECTION 4 (G) OF THE VETERINARY  
 SURGEONS AND VETERINARY PARA-PROFESSIONALS ACT 2011.  
 (to be filled in block letters)

Name of Candidate .....  
 Address .....  
 Telephone .....  
 Email .....  
 KVB registration No.....  
 Academic qualifications.....  
 Career record.....  
 Special interests.....  
 Record in public and professional service.....  
 Self declaration of integrity and ethics .....  
 Signature of the candidate..... Date .....  
 Name and address of proposer .....  
 Registration No. of proposer.....  
 Signature of proposer..... Date .....  
 Name and address of Seconder .....  
 Registration No. of Seconder.....  
 Signature of Seconder..... Date .....

---

FORM 3 (r. 7)  
 BALLOT FORM FOR VETERINARY SURGEONS ELECTIONS

<i>Name of Candidates</i>	<i>Insert X in this column against the names of candidates for whom you wish to vote</i>

Full name of voter (in block letter).....

Registration Number.....

Signature of voter.....

Date.....

FORM 4

(r. 7)

BALLOT FORM FOR VETERINARY PARAPROFESSIONALS ELECTIONS

<i>Name of Candidates</i>	<i>Insert X in this column against the names of candidates for whom you wish to vote</i>

Full name of voter (in block letter).....

Registration Number.....

Signature of voter.....

Date.....

\_\_\_\_\_

FORM 5

(r. 10 (a))

VETERINARY SURGEONS REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Qualification</i>	<i>Year of graduation</i>	<i>College of graduation</i>	<i>Retention</i>

\_\_\_\_\_

FORM 6

(r. 10

(b))

# LICENCED VETERINARY SURGEONS REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Qualification</i>	<i>Place of practice</i>	<i>Name of practice</i>	<i>Practice fee</i>

FORM 7  
(c)

(r. 10

# VETERINARY PARAPROFESSIONALS (TECHNOLOGISTS DEGREE) REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Date of Qualification</i>	<i>College of graduation</i>	<i>Retention</i>	<i>Practice fee</i>	<i>Practice name</i>

FORM 8

( r. 10 (d))

# VETERINARY PARAPROFESSIONALS (TECHNNOLOGISTS DIPLOMA) REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Date of Qualification</i>	<i>College of graduation</i>	<i>Retention</i>	<i>Practice fee</i>	<i>Practice name</i>

FORM 9

( r. 10 (e))

# VETERINARY PARAPROFESSIONALS (TECHNICIANS) REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Date of Qualification</i>	<i>College of graduation</i>	<i>Retention</i>	<i>Practice fee</i>	<i>Practice name</i>

\_\_\_\_\_

FORM 10

( r. 10 (f))

## LICENCED VETERINARY PARAPROFESSIONALS REGISTER

[illegible]

---

FORM 11

( r. 10 (g))

## VETERINARY INTERNS REGISTER

[illegible]



( r. 10

[illegible]

(r. 10 (i))

[illegible]

FORM 14

( r. 10 (j))

REGISTER FOR FACILITIES AND ORGANIZATIONS OFFERING ANIMAL HEALTH AND WELFARE SERVICES

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name of institution</i>	<i>Address</i>	<i>Location</i>	<i>Nature of operations</i>	<i>Veterinary surgeon in-charge</i>	<i>Date of last inspection</i>	<i>Status</i>

FORM 15

( r. 10 (k))

VETERINARY SPECIALISTS REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Qualification</i>	<i>Date of qualification</i>	<i>Specialization</i>	<i>Institution</i>	<i>Practice institution</i>

FORM 16

( r. 10 (l))

FOREIGN VETERINARY SURGEONS REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Country</i>	<i>Address</i>	<i>Qualification</i>	<i>Year of graduation</i>	<i>College of graduation</i>	<i>Retention</i>

FORM 17

( r. 10 (m))

# VETERINARY STUDENT INDEXING REGISTER

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Date of admission</i>	<i>College of admission</i>	<i>Continuity</i>

FORM 18  
(n))

( r. 10

## REGISTER FOR ACCREDITED CPD PROVIDERS

[illegible]

FORM 19

( r. 10 (o))

## REGISTER FOR APPROVED VETERINARY CLINICAL CENTRES/ HOSPITALS/ AMBULATORY SERVICES

[illegible]

FORM 20

( r. 10 (p))

REGISTER OF BREEDING SERVICE PROVIDERS

Year.....

<i>Serial No.</i>	<i>Reg. No.</i>	<i>Reg. Date</i>	<i>Name</i>	<i>Address</i>	<i>Academic qualification</i>	<i>Breeding service qualification</i>	<i>Year of certification</i>	<i>College of certification</i>

FORM 21

( r. 11)

VETERINARY CLINICAL CENTRE/HOSPITAL/AMBULATORY SERVICES INSPECTION REPORT FORM

I, the undersigned of (postal address) .....have today carried out an inspection of .....as required by section 6 (2) (m) of Veterinary Surgeons and Para-professionals Act.

A. Identification of premises;

- (1) Name of Veterinary Surgeon/Veterinary Paraprofessional.....
- (2) Physical location.....
- (3) Address.....
- (4) Practicing License No. ....
- (5) Authorized Services Provided .....

B. Findings—

1. Veterinary Clinic Structure and Location .....  
.....
2. Diagnostic Facilities Status .....  
.....

3. Surgical Facilities Status .....
4. Treatment Room Status .....
5. Status of Sourcing, Handling, Storage of Drugs and Vaccines .....
6. Stationery & Records .....
7. Personal Protection Equipments .....
8. Status of Ambulatory Facilities .....
9. Records of Official Reporting of Notifiable Diseases.....

10. Veterinary medicines and other inputs.....

11. Other comments .....

I .....name and registration number..... (person in charge of the inspected veterinary clinic/hospital/ambulatory) confirm that my premises has been inspected.

Date .....

*FOR OFFICIAL USE*

I have the following recommendations to make:

Signature.....

Date .....

Chief Inspector

Comments .....

Signature ..... Date .....

The Chief Executive Officer, Kenya Veterinary Board

Veterinary clinic/hospital/ambulatory approved/rejected

Action taken .....

Signature ..... Date .....

\_\_\_\_\_

FORM 22

(r. 14

(2))

APPLICATION FOR REGISTRATION AS A VETERINARY SPECIALIST

The Registrar,  
The Kenya Veterinary Board,  
Kabete.

I, .....  
of .....

hereby make an application for registration as a Veterinary Specialist/Consultant (delete as appropriate)

My qualifications are .....

I enclose:—

(1) The following certificates and testimonials .....

.....

.....

.....

Date:..... Signature:.....

FORM 23

(r. 14 (3))

CERTIFICATE OF REGISTRATION AS A VETERINARY SPECIALIST

(Name) .....

is hereby registered as a veterinary specialist in..... by the college of ..... as provided by  
section 6 (2) (j) of the Veterinary Surgeons and Veterinary Paraprofessionals Act, 2011

Given this ..... day of ..... 20.....

This certificate is valid for 5 years from the date of issue

.....

Registrar, Kenya Veterinary Board

\_\_\_\_\_

FORM 24

( r. 16 (1))

APPLICATION FORM FOR TEMPORARY REGISTRATION OF A FOREIGN VETERINARY SURGEON

The Registrar,  
The Kenya Veterinary Board,  
Kabete.

Name of the organization .....

Address (physical) .....

Proposed area of operation.....

Hereby make an application for registration on behalf of .....

Name of the veterinary surgeon .....

Address (physical) .....

Registration body.....

Professional association membership.....

I hereby provide the following documents:

1. Academic testimonials
2. Registration certificate
3. Professional association certificate
4. Letter of good professional conduct
5. Identification document

..... *Date* .....

*Signature of Head of organization and stamp*

FORM 25

( r. 16 (3))

#### CERTIFICATE OF REGISTRATION OF A FOREIGN VETERINARY SURGEON

(Name).....

is hereby registered as a Foreign Veterinary Surgeon under section 16 of the Veterinary Surgeons and Para-professionals Act, 2011.

The terms and conditions of this temporary registration are as follows:

.....  
.....  
.....  
.....  
.....

Given this .....day of ....., 20.....

.....

*Registrar, Kenya Veterinary Board*

\_\_\_\_\_

FORM 26

(r. 16 (4))



LICENCE TO PRACTISE AS A FOREIGN VETERINARY SURGEON

Name of Veterinary Surgeon .....

Organization name .....

Physical address: .....P.O. Box .....

Telephone: .....

Email: .....

is hereby licensed to practice as a Foreign Veterinary Surgeon in accordance with the provisions of section 16 of the Veterinary Surgeons and Veterinary Para-professionals Act 2011.

This license is subject to the conditions set out by the Board below:

.....  
.....  
.....

Dated this .....day of ..... 20.....

.....

*Registrar, Kenya Veterinary Board*

FORM 27

(r. 17 (5))

KVB CPD RECORD SHEET

Name: .....

KVB Registration Number: .....

Postal Address: .....

CPD Year: .....

Email Contact: .....

Phone Contact: .....

<i>Activity Dates</i>	<i>CPD Activity</i>	<i>CPD Service Provider</i>	<i>CPD Points Awarded</i>	<i>Certificate Attached</i>

Total CPD Points for the Year				

I declare that all the information provided on this form and on the attached certificates and/or course details are correct and valid to the best of my knowledge.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Note:** This form **MUST** be submitted accompanied with copies of certificate of attendance or course details when paying your annual retention fees.

Kindly retain a copy of your completed CPD Record Sheet, original certificates and course details as they are subject to Board audits.

FORM 28  
(1))

(r. 18

#### APPLICATION FOR APPROVAL AS A CONTINUOUS PROFESSIONAL DEVELOPMENT PROVIDER

Name of service provider .....

Full Address: .....

Physical location: .....

Contact person: .....

Tel Number (*Landline*): .....

Tel Number (*Mobile*) .....

Fax number .....

Email address: .....

1. Proposed CPD Year \_\_\_\_\_

2. Describe the Human and Institutional capacity

.....  
.....  
.....

3. Describe relevant experience in conducting similar activities.

.....  
.....

4. Referees: *(Please provide names of two referees who are familiar with your organisation)*

(1) Name .....

Job title .....

Physical Address .....

P.O. Box ..... Tel No .....

Email ..... Fax No.....

(2) Name .....

Job title .....

Physical Address .....

P.O. Box ..... Tel no .....

E-mail ..... Fax No.....

**DECLARATION:**

The provider declares that all information provided herein is correct and agrees to comply with the criteria; and terms and conditions of authorization

Name.....

Signature .....

Job title .....

Date .....

*Please return the duly completed application to:*

The Kenya Veterinary Board

P.O. Box 513 – 00605

NAIROBI, or

Email: [info@kenyavetboard.org](mailto:info@kenyavetboard.org)

FORM 29

(r. 18 (2))

**CONFIRMATION OF ACCREDITATION AS A CPD PROVIDER BY THE KVB**

The KVB hereby confirms that you have been accredited as a CPD provider with registration number.....

Yours sincerely

Signature.....

Date:.....

\_\_\_\_\_

FORM 30

( r. 18 (3))

# APPLICATION FOR APPROVAL OF CONTINUOUS PROFESSIONAL DEVELOPMENT ACTIVITY

1. Name of CPD provider .....

Address .....

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail address: \_\_\_\_\_

KVB Registration/Approval No.....

Name of coordinator/contact person .....

Proposed Date(s): (attach schedule if it is repetitive) \_\_\_\_\_ Duration (in hours) \_\_\_\_\_

Venue .....

Title of activity/program: .....

Congress

Conference

Symposium

Course

Workshop

Others (specify): .....

2. Activity outline with expected knowledge, skills and attitudes to be imparted (attach program):

.....

3. List of presenters/facilitators (Attach CVs)

<i>Name</i>	<i>Address</i>	<i>Professional registration No.</i>	<i>Role</i>	<i>Specialty</i>	<i>Qualification</i>

8. Target audience: .....

9. Expected Number of participants (approximate) .....

Signature of applicant: .....

Date: .....

### FEES SUMMARY FORM

<i>Purpose</i>	<i>Amount (Paid )</i>	<i>Frequency</i>
Cost of applications	1,000 (one thousand)	Once
Fees to practice as a Veterinary Surgeon	8,000 (Eight thousand)	Annually
Inspection fees for registration of a veterinary clinical centre	50,000 (fifty thousand)	Once
Inspection fees for veterinary clinical centre	15,000 (fifteen thousand)	Annually
Inspection fees for registration for a veterinary hospital	100,000 (one hundred thousand)	Once
Licence fees for veterinary hospital	30,000 (thirty thousand)	Annually
Inspection fees for ambulatory facility	5,000 (five thousand)	Annually
Fees to practice as a Veterinary Specialist	20,000 (Twenty thousand)	Every five years
Fees to practice as a Veterinary Para-professional	3,000 (Three thousand)	Annually
Fees for registration/retention as a Veterinary Surgeon	4,000 (Four thousand)	Annually
Fees for registration/retention as a veterinary paraprofessional		Annually
1. Veterinary Technologist	2,000 (Two thousand)	
2. Veterinary Technician	1,000 (One thousand)	
Fees for temporary registration as a veterinary surgeon intern	1,000 (One thousand)	Once
Fees for temporary registration as a veterinary paraprofessional intern	500 (Five hundred)	Once
Fees for inspection for registration of veterinary laboratory	100,000 (One hundred thousand)	Once
Fees for licence of a Veterinary laboratory	10,000 (Ten thousand)	Annually
Fees for inspection of Animal Health Training Institutions	750,000 (Seven hundred & fifty thousand)	Every five years
1. University	500,000 (Five hundred thousand)	
2. Other training institutions		
Fees for temporary registration and retention of a Veterinary Surgeon	1000 USD (One thousand USD)	Every two years
CPD activity fees	10% of the gross proceeds	per activity
License for Non-Governmental Animal Health and Welfare Providers	100,000 (one hundred thousand)	Once
Inspection fees for Non-Governmental Animal Health and Welfare Providers	30,000 (Thirty thousand)	Annually
Application fees	1,000 (one thousand)	per application
Board examination fees	9,500(nine thousand five hundred)	Per examination

APPLICATION FOR APPROVAL FOR NON GOVERNMENTAL PROVIDERS OF ANIMAL HEALTH SERVICES

The Chief Executive Officer,  
Kenya Veterinary Board,  
P. O. Box 513 - 00605,  
Nairobi.

I/we. ....

.....

wishing to offer animal health services do hereby apply for approval of our organization known as  
..... situated in the town of.

.....

Our organization desires to offer animal health services in the following region of Kenya .

.....

The animal health operation of our organization will be under the responsibility of ....., a  
registered veterinary surgeon.

I hereby provide copies of registration documents of the organization and the veterinary surgeon .

Date. ....

*Signature of applicant (in-charge of the organization)*

\_\_\_\_\_

LICENCE FOR NON GOVERNMENTAL PROVIDERS OF ANIMAL HEALTH SERVICES

Name .....

Physical address: .....

P.O. Box ..... Telephone: .....

Email: .....is hereby licensed to offer animal health services.

The organization shall offer animal health services at .....

This license is subject to the conditions set out by the Veterinary Board below:

.....  
.....  
.....

Dated this .....day of ..... 20.....

FORM 34

(a)

(r. 21 (1))

APPLICATION FOR APPROVAL OF A VETERINARY CLINICAL CENTRE/ HOSPITAL/ AMBULATORY FACILITY

The Chief Executive Officer,

Kenya Veterinary Board,

P. O. Box 513 - 00605,

Nairobi.

I/we. ....

.....

wishing to operate a veterinary clinic/hospital/ambulatory do hereby apply for registration of premises situated at.

.....

in the town of. ....

The veterinary clinic/hospital/ambulatory will operate under the control of. ....

a veterinary surgeon registration No. .... in accordance with Part III of the Act

Date. ....

Signature of applicant.

FORM 34

\_\_\_\_\_  
(b)  
(r. 21 (3))

LICENCE TO OPERATE A VETERINARY CLINIC/ VETERINARY HOSPITAL/AMBULATORY SERVICE

Name of licensee.....

Name of veterinary clinic/ veterinary hospital/ambulatory service .....

Physical address: .....

P.O. Box ..... Telephone: .....

Email: .....

is hereby licensed to operate a veterinary clinic/ veterinary hospital/ambulatory service in accordance with the provisions of the Veterinary Surgeons and Veterinary Paraprofessionals Act.

This license is subject to the conditions set out by the Veterinary Board below:

.....  
.....  
.....

Dated this .....day of ..... 20.....

FORM 35

(r. 22 (1))

APPLICATION FOR APPROVAL FOR A VETERINARY LABORATORY

The Chief Executive Officer,

Kenya Veterinary Board,

P. O. Box 513 - 00605,

Nairobi.

In accordance with the provisions of the Veterinary Surgeons and Veterinary Paraprofessionals (Veterinary Clinic) Act.



I/we. ....

.....

wishing to operate a veterinary laboratory hereby apply for registration of premises situated at.

.....

in the town of. ....

The veterinary laboratory will operate under the control of.

.....

a veterinary surgeon registration number.....

Date. ....

*Signature of applicant.*

\_\_\_\_\_

FORM 36

(r. 22 (4))

#### LICENCE TO OPERATE A VETERINARY LABORATORY

Name of licensee..... of

Laboratory name .....

Physical address: .....

P.O. Box ..... Telephone: .....

Email: .....

is hereby licensed to operate a Veterinary Laboratory in accordance with the provisions of the Veterinary Surgeons and Veterinary Paraprofessionals Act.

This license is subject to the conditions set out by the Veterinary Board below:

.....

.....

.....

Dated this .....day of ..... 20.....

## SUSPECTED NOTIFIABLE DISEASES REPORTING FORM

I Dr/Mr/Ms..... of .....

.....Telephone .....

report the following disease ..... as detailed below

Name of owner	
Date	
Location	
Species (No. affected)	
History	
Symptoms	
Action taken (including treatment reporting etc)	
Reported to	

Date .....

Signature .....

**Note:**

Report must be done in three copies and disseminated as follows:

- (a) original, to the nearest Government officer;
- (b) second copy to the Director of Veterinary Services; and
- (c) third copy to be retained by the veterinary surgeon and veterinary paraprofessional reporting.

APPLICATION FOR APPROVAL FOR TRAINING INSTITUTIONS OFFERING ANIMAL HEALTH COURSES

The Chief Executive Officer,

Kenya Veterinary Board,

P. O. Box 513 - 00605,

Nairobi.

In accordance with the provisions of section 6 (2) (c) of the Veterinary Surgeons and Veterinary Paraprofessionals Act, 2011 .

I/we. ....

.....

wishing to offer animal health services do hereby apply for approval of our institution known as  
..... situated in the town of.

.....

Our institution desires to offer the following animal health courses:

.....

The animal health courses will be under the responsibility of ....., a registered veterinary surgeon.

I hereby provide copies of registration documents of the institution and the veterinary surgeon(s) responsible.

Date. ....

*Signature of applicant (in-charge of the organization)*

\_\_\_\_\_

FORM 38

(b)  
(r. 30(1))

ACCREDITATION CERTIFICATE FOR ANIMAL HEALTH TRAINING INSTITUTIONS

KENYA VETERINARY BOARD

Accreditation Certificate for Animal Health Training Institutions

This is to Certify that

\_\_\_\_\_

FORM 39

(a)  
(r. 36(2))

APPLICATION OF INDEXING OF ANIMAL HEALTH STUDENTS

PASSPORT PHOTO*
--------------------

KVB OFFICIAL USE	
Index number	
Indexing Officer	

IMPORTANT INFORMATION

This form MUST be completed in FULL and submitted to the Registrar, Kenya Veterinary Board within 30 days following commencement of the training.

All applications MUST be accompanied with copies of your National Identity (ID) Card/ Passport, Certified KSCE Examination Results Slip, Secondary School Leaving Certificate, and 1 (one) coloured passport size photograph. Upon upgrading, applicants must attach copies of previous certificates/ qualifications and practice license.

<i>Application Information [PRINT]</i>					
Surname		ID/Passport No.		Email address	
Middle Name		Citizenship		Personal Mobile phone	
First Name		Home Address		Date of birth	
<i>Training information</i>					
Secondary school attended				Grade obtained	
Certificate held		Training institution			
Certificate no.		Date training commencement			
<i>Training cadres [Clearly tick the course to be undertaken]</i>					
Certificate in Animal Health		Bachelor of Veterinary Medicine			
Diploma in Animal Health		Other (specify)			
<i>Declaration</i>					
I hereby declare that the foregoing information is true and correct to the best of my knowledge					
<i>Applicant signature:</i>		<i>Date:</i>			
I hereby declare that the applicant is suitable to be indexed by the Kenya Veterinary Board					
<i>Dean/Principal of Animal Health Training Institution</i>  <i>[Please include official stamp]</i>				<i>Date:</i>	

<i>Name:</i>	<i>Signature:</i>	
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FORM 39

(b)  
(r. 36 (5))

KENYA VETERINARY BOARD INDEXING FORM

Institution name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Presented by (Head of institution) \_\_\_\_\_

<i>Name</i>	<i>ID No.</i>	<i>Address</i>	<i>Registration No.</i>	<i>Course of study</i>	<i>Expected date of course beginning</i>	<i>Expected date of completion</i>

Attach ID card, copy of certificate and certified photo of all the students.

Signature \_\_\_\_\_ Date \_\_\_\_\_

FORM 40  
(1))

(r. 38

APPLICATION FORM FOR REGISTRATION OF INTERNS

The Registrar,

The Kenya Veterinary Board,

Kabete.

I.....

of ..... hereby make an application for registration as a veterinary  
surgeon/veterinary paraprofessionals (mark as appropriate) intern.

My qualifications are: .....

.....

Host organization .....

Name of supervising veterinary surgeon .....

I enclose the following:

1. Certificate/diploma/degree.....
2. Veterinary surgeon's/Paraprofessional's (mark as appropriate) oath as required by section 16 (3) of the  
Veterinary Surgeons and Veterinary Paraprofessionals Act

Signature ..... Date .....

FORM 41

(r. 38 (2))

CERTIFICATE OF REGISTRATION AS A VETERINARY INTERN

(Name).....

Registration No.....

is hereby registered as a Veterinary Surgeon /Veterinary Paraprofessional Intern (delete as appropriate).

Given this ..... day of ..... 20.....

Valid up to .....

.....  
*Registrar, Kenya Veterinary Board*

FORM 42  
(6))

(r. 38

# INTERNSHIP REPORT FORM

## DECLARATION BY SUPERVISOR

The Registrar  
Kenya Veterinary Board

I (Full name in block letters) .....

Registration Number .....

Hereby certify that (intern's full Name and reference intern registration)

.....

Has been undergoing internship training at ..... (establishment) from  
..... to ..... (dates internship).

Being the internship Supervisor, I make the following observations:

.....

.....

.....  
Recommended/not recommended

.....

Signature: ..... Official Stamp

Date: .....

SECOND SCHEDULE



**BOARD'S LOGO**

(r.9(1))



Made the 22nd February, 2013.

MOHAMMED A. KUTI,  
*Minister for Livestock Development.*