



INDIAN CUSTOMS K9 MANUAL



CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Department of Revenue, Ministry of Finance, Government of India



(Right to Left) Shri Vivek Johri, Member; Smt. Sungita Sharma, Member; Shri M. Ajit Kumar, Chairman; Shri Sandeep M Bhatnagar, Member; Shri Ajay Jain, Member; Shri Suresh Kishnani, Chief Commissioner, Directorate of Logistics; Dr. M.G. Thamizh Valavan, Commissioner, (Rl & I) and Dr. Anees C. Deputy Commissioner. Release of Indian Customs K9 Manual by Hon'ble Chairman and Members, CBIC in presence of the Chief Commissioner (Logistics).

Indian Customs K9 Manual



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Department of Revenue, Ministry of Finance, Government of India

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Front Cover Image Detector Dog Cemna with Handler Vinu P.S. at Cochin International Airport.

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भित्र जिस्ते सत्यमेव जयते

भारत सरकार वित्त मंत्रालय राजस्व विभाग केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड नार्थ व्लाक, नई दिल्ली-१९० ००१ Ministry of Finance Department of Revenue Central Board of Indirect Taxes & Customs North Block, New Delhi-110 001 Tel. No. : +91-11-23092849, Fax No. : +91-11-23092890 E-mail : ajit.m@gov.in

Message

Sniffer dogs are a critical element of every Customs administration's anti-smuggling strategy. Their success in detecting unauthorized cross border movement of Narcotics, Explosives, Weapons, Currency, Alcohol, Tobacco Products and Wildlife articles is especially well documented. The Indian Customs administration has also been depending on the detector canines to support its anti-smuggling and enforcement activities. The recent establishment of its in-house K9 establishment centre at Amritsar promises to be a watershed in the CBIC's endeavours to make effective use of man's best friend in fulfilling its mandate as a border control agency.

The establishment of the K9 facility has given rise to the need for a ready reckoner in the form of an operational manual for the officers and staff deployed in this work. I am, therefore, happy to note that the Directorate of Logistics has taken this timely initiative to produce this "Indian Customs K9 Manual".

I find this Manual comprehensively covers all the relevant aspects of kennel establishment, management and deployment of dogs in anti-smuggling work. Thus, this Manual details the organisational structure, roles and functions, procurement training and retirement of dogs, housing and hygiene, welfare and management of dogs, transportation management, daily routines besides prescribing registers and returns. It also contains useful information on the desirable qualities of dog handlers, specifications for uniforms, breed characteristics, selection of pups, training schedules, cleaning schedule for kennels, composition of meals, health indicators, clinical emergencies and remedies, vaccination schedules, daily work schedules and the list of work equipment.

I am confident that this Manual will be of great help and guidance to the field officers and will ensure the efficiency and performance of K9 establishment.

I would like to acknowledge and commend the hard work and dedication of the members of the Drafting Committee and the officers of the Directorate of Logistics for bringing out this Manual. I am sure that due care would be taken to update this Manual from time to time so that it retains its relevance.

(M. Ajit Kumar)

New Delhi, 21st July 2020

सुरेश किशनानी मुख्य आयुक्त Suresh Kishnani Chief Commissioner





लॉणिस्टिक्स निदेशालय सीमा शुल्क एवं अप्रत्यक्ष कर चतुर्थ तल, खण्ड 'अ', लोकनायक भवन, खान मार्किट, नई दिल्ली–110 003 Directorate of Logistics Customs & Indirect Taxes 4th Floor, 'A' Wing, Lok Nayak Bhawan, Khan Market, New Delhi-110 003 Tel. : 24693529, Fax : 24697497

Preface

Ministry's decision to have a multi-disciplinary Customs K9 Squad with 242 detector dogs and an inhouse training institute (Customs K9 Centre at Attari, Amritsar) paved the way for the regular induction and increase in departmental K9 squad's strength from existing 16 to 242 units. The Customs Department for long had only Narcotics Detector dogs and for that too it had to depend on BSF training facilities. Tobacco detection training is being introduced for the first time in India in the maiden course at Customs Canine Centre (CCC), Attari. In due course of time the Centre is expected to imbibe international best practices and gradually evolve to train the canines in Currency and Wildlife detection and meeting the department's future/unique needs like Gold Paste detection for which efforts are underway.

Thus, in such a short time the need for updating the Indian Customs Canine Squad Manual (circulated in 2014) was strongly felt. The old manual contained the guidelines for selection and purchase of pups, selection of handlers, kennel management, food and feeding, maintenance of dog squad etc; yet it could not fulfil the present/future needs of the department.

Board in Sept. 2019 accepted DOL's request to review the existing Manual and approved a Committee comprising *inter alia* of in-house experts, officers from field/ Customs K9 Centre and representatives of Veterinary/Canine division of BSF and Ministry of Fisheries, Animal Husbandry and Dairying. In this Manual, an attempt has been made to comprehensively cover all gamut of activities including selection of breed, source, procurement, training (including refresher and maintenance trainings), deployment, transportation (daily and over long distance), daily & periodical routines, vaccination, health check-up and disease control, welfare, management and retirement of dogs, kennel establishment, management, housing and hygiene, infrastructures at field, deployment in anti-smuggling work and organisational structure, specifically detailing roles and functions of officers at various levels besides prescribing registers and reports for effective functioning and monitoring of K9 squad. I thank the Committee Members, BSF & MoFAHD for the commendable job and support for this endeavour. I also thank Shri M. Ajit Kumar, Chairman, CBIC who cajoled me to draft the manual which is simple but useful even to individual dog lovers. I particularly thank Dr. Anees Cherkunnath, my Deputy Commissioner who put his heart and soul into making the manual and without his passion CCC and 242 K9 Squad could not turn into reality.

Board has indicated to have one more CCC, preferably in South India. It may be at Hindupur campus. I personally feel that the department has a requirement of thousand odd K9 units and to meet it one of the CCC must evolve into Customs Breeding Centre. Our K9 establishment, after coming up of CCC & gradually increasing K9 strength etc. appear to me, is at inflection point, and for successfully navigating the same, there is need to provide written & elaborate guidelines, parameters, benchmarks, standards to bring uniformity in practice & protocol so that K9 Establishment becomes one of the most important pillars/strengths of the department's Anti-smuggling setup. For achieving this, a dedicated cadre is necessary and DOL focus now is shifted on Recruitment Rules and sanction of posts.

An attempt has been made to meet the expectations and to provide one stop, one source of information/guidance/instructions/benchmarks/standards/best practices & protocals on all K9 related aspects in this Manual. However, in spite of the best efforts to make it comprehensive, there may remain few instances which are not wholly covered, the DOL would endeavour to find solutions for the same and frame guidelines. Your esteemed feedback and suggestions will immensely help in bringing perfection during the next updatation.

It is said that there is inherent love for dogs, lying latent inside all and is just waiting to be winged. Bringing up CCC, stearing BMB etc, working with K9 Division in DOL and lastly making this manual has turned me into a dog lover. I profusely thank the Board for providing me this wonderful opportunity as Principal Commissioner and again as Chief Commissioner, DOL.

(Suresh Kishnani) Chief Commissioner Directorate of Logistics, New Delhi

Acknowledgements

We thank the Board for the support and guidance in bringing out this Manual. We take this opportunity to thank Shri Suresh Kishnani, Chief Commissioner, for spearheading this work. We sincerely thank Shri Dipak Kumar Gupta, Commissioner of Customs (P), Amritsar, R. K. Meena, Additional Commissioner, DOL, who as the members of the drafting committee, made valuable contributions.

The ideas and inputs for many aspects of this manual were taken from various sources, namely, *Detection Dogs – the Canine companion in Customs* by G. Sreekumar Menon, C. Anees and Jacob, Ani Bency, 2014, NACEN, Faridabad, *Dog Training for Dummies* by Jack and Volhard, W. 2020.3rd edition, *Training dogs for heroin detection, Interim Report* by John T, R. Biological Sciences Branch,1971, *National Detector Dog Manual* by United states Department of Agriculture, *Pet Emergency Care Hand Book* by VCA Veterinary Speciality Centre of Seattle, USA. We sincerely acknowledge the authors of these publications.

This Manual could not have attained the present shape but for the priceless involvement and technical inputs from Dr. Ani Bency Jacob, Animal Nutritionist, Ministry of Fisheries, Animal Husbandry and Dairying and Dr. W. Lunghar, Commandant (Vet) Frontier Headquarters, Border Security Force as members of the Drafting Committee.

We also acknowledge the entire team of K9 division, DOL, in particular, Shri Prabir Kumar Sarkar and Shri Muniram Meena, Additional Assistant Directors, Shri Ankit Gaur, Tax Assistant for their untiring support.

We are grateful to Dr. Arvind Kumar, the then Additional Commissioner of Customs, Amritsar and Ms.Veena Rao, Superintendent of Customs, K9 Centre, Amritsar who made worthy contributions relating to the chapters on training, design of logos and uniforms and kennel hygiene.

Dr. Anees C. Deputy Commissioner, DOL Member, Drafting Committee

Dr. M. G. Thamizh Valavan Commissioner (RI&I), CBIC Head, Drafting Committee

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Chapter 1

Scope

1.1. The Indian Customs K9 establishment is a uniformed support service under Directorate of Logistics, CBIC (Central Board of Indirect Taxes and Customs or "Board"). Through the professional training & maintenance, the K9 establishment offers a specialized resource which is an effective law enforcement tool, the Customs Detection Dog. In the department, the K9 establishment refers to the overall set up relating to Customs detection dog Squads (K9 Squads) including the Customs K9 Centres (CCCs). K9 Squad refer to all K9 units of a Commissionerate, and a K9 Unit consists of a Detection Dog and the Handler.

1.2. K9 establishment augments the Department's capabilities in detection and prevention of smuggling thereby ensuring national security in the specific areas of deployment including at the borders. The K9 unit is capable of providing assistance in several critical areas including:

- Alerting officers about a potential smuggler;
- The apprehension of a suspected smuggler;
- Psychological deterrent to smugglers;
- Searching for suspected smugglers, contraband/evidence;
- Searching suspected premises;
- Officer protection from violent smugglers; and
- General surveillance duty

1.3. The objective of this manual is to prescribe standard operating procedures for various aspects of K9 establishment. It endeavours to develop and maintain highly trained and well-disciplined K9 units that are capable of effective operational utilization. This is sought to be achieved through monthly maintenance training, annual refresher training and evaluation of general performance standards and certification. In the event, a K9 unit does not meet the test certification, it would be removed from deployment and sent to the CCC, till it attains the general performance standards again. The certification process will be carried out by the DOL. Details of standards for the certification process shall be kept confidential by DOL.

1.4. It may be noted that no manual or set of directives can address all situations that may arise during the performance of duty of the K9 unit. The content of this manual is broad in scope to encompass most of the situations. The Customs K9 Centres and the K9 Squads shall comply with the policies and procedures set out in the manual.

K9 Squad, Mumbai Airport Anju in action



Heroine of heroin seizures

Pinky, the six-year-old labrador, has so far helped the customs department make heroin seizures worth Rs 14.70 crore

MANISH PACHOULY Titten Network Network

These isone interested. These isone interested to the customer of the output of the mornings and sheeps till afternoon. Don't mistake here for a party and mail. She's the smiffer dog of the customs department, that's been in news recently for its large seizure of hero in worth Rs 2 crore from a Nigerian passenger. This six year-old labrador called Pinky has enabled the department to make a number of duce herein eizures, totalling Rs 14.70 crore in the three years subsupport with them. According to customs officials. Physical State in the first catch on March 4, 2000 when she caught 875 im heroin worth Rs 87.5 lakh. She never looked back. In the first year



handling her. Moreover, she's also very quick. "She sniffs 25 bags in five minutes, he says. The labrador gets excited

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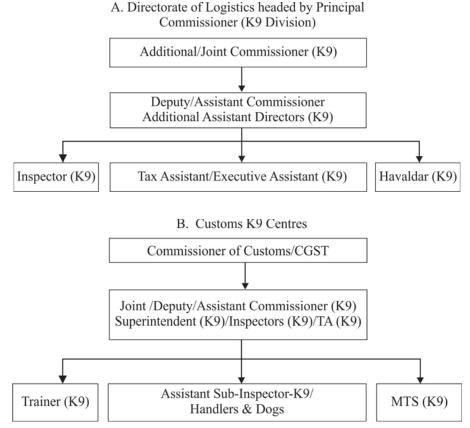
Chapter 2

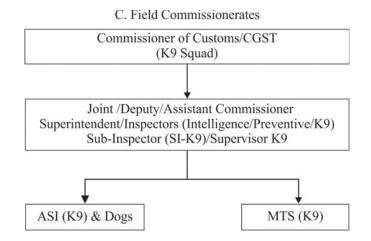
Organisational Structure, Roles and Functions

Organisational Structure

2.1. The DOL is the apex organisation dealing with matters relating to the Indian Customs K9 establishement. The DOL is responsible for policy formulation, procurements, establishment of CCCs, formulation of recruitment rules. It includes devising strategy for detecting contrabands using K9, development of various protocols and training modules for handling dogs, monitoring the performance of CCCs and K9 Squads. DOL also deals with inter-ministerial and international collaborations on K9 matters.

2.2. The organisational structures are given as under.





Note: Presently there is only one K9 Centre at Attari, Amritsar and the posts of SI-K9, ASI(K9) and MTS(K9) are in the process of creation.

Immediately after recruitment, a Sub-Inspector (SI-K9) shall undergo a training on canine management for 3 months duration at Customs K9 Training Centre. Here, he will be acquainted with the behaviour and management of dogs. Till SI-K9 is recruited, Supervisor K9 will undertake the work of SI-K9. Such Supervisor-K9 shall also undergo a brief course for 2 weeks on canine training and management at Customs K9 Training Centre. Further, 'Customs K9' shall be a mandatory topic in the Induction Training of Inspectors and Professional Training of IRS Probationers. In addition, Superintendents of Customs shall undergo a short duration mid career training on K9 detection. NACIN shall draw the training schedules accordingly. A team of officers from K9 Division, DOL and K9 training centres shall visit field formations once in every three months to inspect K9 Squads and units to ensure maintenance of uniform standards and to sensitize and train the field staff about the working of K9 Squad.

Roles, Duties and Responsibilities

K9 Trainer

2.3. The K9 trainer will be hired by Customs K9 Centre in consulation with K9 Division, DOL. Customs K9 trainer shall be an expert preferably one who had trained at least 200 dogs in Customs, Police or Army. The trainer is responsible for maintaining the training program and ensuring that all the K9 units meet performance standards. He shall ensure that at no stage dogs are ill treated or over worked and are always well looked after during the training period and inculcate such ethos in all trainees and in the Department's K9 Squad.

SI-K9/ Supervisor K9

2.4. SI-K9 will be responsible for managing the K9 Squads at the field formations. Till the recruitment rules are framed, an officer at pay level 5 or 6, prefereably an Inspector may be put incharge of K9 and designated as Supervisor K9. Notwithstanding anything contained in the transfer and posting policy, once an officer takes regular charge, he shall have a minimum tenure of three years. There shall also be an overlap of minimum 15 days for a smooth transfer of charge. The duties and functions of SI-K9/Supervisor K9 are as under.

- i. Overall supervision/ inspection/ monitoring of the dogs, ASI (K9) and MTS (K9);
- ii. Supervise overall feeding, welfare and management of the Squad;
- iii. Follow the vaccination and deworming regimes for the dogs and maintaining the record thereof;
- iv. Maintain breeding history of K9s and records thereof;
- v. Organize daily physical trainings (PT) for ASI (K9) and maintaining the attendance register thereof;
- vi. Organize daily evening games for dogs and handlers;
- vii. Organize monthly maintenance training;
- viii. Maintain registers/duty book of the detector dog (being the custodian of registers);
- ix. Prepare monthly and miscellaneous reports;
- x. Conduct frequent surprise onsite inspection of the detector dog and its handler and submit inspection note on the same day;
- xi. Make suggestions/observations including adverse observations to the higher authority for further action to enhance the performance of K9 Squad;
- Ensure that no dog is ill treated or overworked during deployment and are always well looked after; maximum duty to be performed is 8 hours a day/night with 15 mts rest for each 30 minutes of active duty;
- xiii. Inculcate love, respect and recognition for dogs amongst all; and
- xiv. Ensure that the K9 establishment follows the proper uniform code while on duty/training.

ASI-K9/Handler

2.5. Dog handler (ASI-K9) will be recruited separately for managing the dog at the field formations. Dog and handler work as a unit right from the induction training till retirement. Operational efficiency of the K9 unit depends on the

bondage between the handler and the dog. Therefore, a handler will be assigned with a second dog only in extreme circumstances that too for a limited period of time. Till the recruitment rules are framed, handlers are recruited and trained, an officer at pay level not above 4 may be designated as handler. The duties and functions of ASI-K9 (handler) are given as under.

- i. Attend daily morning Physical Training (PT) exercise and ensure good turnout of the K9 unit in the prescribed uniform. He should bear in mind that a dog is a live government property and shall be treated like a fellow colleague who has childlike nature;
- ii. Deliver his duties as when and wherever assigned to him to the best of his and his dog's capabilities;
- iii. Keep his dog operationally and physically fit for deployment;
- iv. Ensure overall welfare of the dog i.e. grooming (brushing, bathing, paw cleaning, combing, etc.), feeding, clothing, vaccination, de-worming etc and that it is well looked after;
- v. Provide proper bedding and housing to his dog depending upon climatic/ weather conditions;
- vi. Provide wholesome and hygienic food to his dog as per the scale and schedule prescribed;
- vii. Inform the Supervisor to arrange veterinary care in case of sickness and would render necessary assistance to his dog during entire sickness & recovery phase;
- viii. Intimate supervisor in advance about procurement of clothing and equipment for his dogs;
- ix. Participate in daily evening games along with the dog; participate in the monthly maintenance training and annual refresher training along with his dog;
- x. Keep his dog professionally fit for the job for which monthly evaluation will be carried out and in case of repeated unsatisfactory results, the same will be reflected in his records and the unit will be sent to K9 Training Centre;
- xi. Ensure that all movements of his dog whether indoors or outdoors be made with the dog on a leash;
- xii. Properly brief his substitute/colleague handler/senior about the dog's habits, while proceeding on temporary leave etc. In case of sickness, such movement shall be restricted;
- xiii. Brief the incumbent about all aspects related to his dog such as dog's habits, vaccinations due, de-worming and other important dates, while proceeding for a longer duration leave;

- xiv. Be security conscious and responsible for daily patrolling and detection of cases as directed by the supervisor/s;
- xv. Whenever MTS (K9) is not available, handler should ensure that all works done by MTS are attended including cleaning of utensils of his dog;
- xvi. Protect his dog from other stray dogs, pets, cattle etc. and sick dogs.
- xvii. Adhere to the following:
 - a. Under no circumstances, should he try to employ his dog unauthorisedly or falsely to impress or mask the facts,
 - b. He should not handle the goods or contrabands recovered during the search; and
- xviii. Be responsible for maintenance of individual records of the respective dogs (vaccination, medicine, deworming registers etc.).

2.6. Dogs are very sensitive and very much attached to handler. Thus, any person handling dog (including MTS- K9 & supervisors) even for a day shall have innate, inherent, genuine and natural love for dogs. The qualities of an ideal ASI/Dog Handler are given at **Appendix** –**I**.

MTS-K9

2.7. MTS-K9 will be recruited separately for managing the kennels at the field formations/CCC. Till the recruitment rules are framed, the work of MTS-K9 may be assigned to any willing MTS or any level 4 officer. Alternatively service may be outsourced but continuity of the same person shall be insisted. The duties and functions of MTS-K9 are given as under.

- i. Daily cleaning of kennel, utensils, training equipment etc;
- ii. Daily dusting of door and windows admin/other buildings;
- iii. Maintenance of kennel hygiene; removing faeces and other excreta, if any;
- iv. Preparation/cooking food for dogs as per the diet chart;
- v. Washing, brushing, cleaning and maintenance of dog uniform, blankets etc; and
- vi. Maintaining good turnout.

2.8. The handlers, supervisors and kennel staff will ensure hygiene and proper turn out all the time. Hair will be kept short and of even length. Facial hair (beard) will be shaved/neatly trimmed daily.

Uniform

2.9. Presently, there is no prescribed uniform for officers posted in K9 establishment. As the officers in K9 establishment will mostly be deployed in the Anti-smuggling activities, they will henceforth be attending the same in the

Organisational Structure, Roles and Functions

prescribed uniform. The details of uniform of Indian Customs K9 Squad are given at Appendix-II. The Squad will always be in uniform during duty hours/ training sessions. Under no circumstances, the dog Squad will report to duty without wearing the prescribed uniform. Uniform is sacrosanct and no alteration, addition or deletion will be permitted under any circumstances without the approval of the Board. For maintaining uniformity, in lieu of the initial equipment allowance, the uniform sets in sufficient numbers and a kit for dog training and work etc. will be supplied by the Customs K9 Centres during the induction training programme, and while the K9 units attend the next/upcoming Annual Refresher Training. It is advised that Customs K9 Centres shall procure the uniforms from an approved shop only after ensuring the quality of the materials and uniformity of uniforms cloths and accessories. Regular Uniform Allowances/Maintenance Allowance shall be provided by the concerned Commissionerate where K9 unit is deployed. However, the K9 units must be encouraged to replenish their uniforms through Customs K9 Centres. However, if a non-uniformed officer is working as handler, he may be provided with uniform from funds available with concerned Comminssionerate.

2.10. Specific operational attires are prescribed for customs dogs at training centres, field and during ceremonial occasions. Handlers shall ensure that dogs are deployed for duty in proper uniform only.

Recognition of K9 Squad

2.11. The jurisdictional Commissioners shall ensure that once the K9 unit detects any contrabands directly or indirectly, the name of the handler and the supervisor (SI-K9 or the officer incharge) shall be included in the DRI II and he/ she shall invariably be considered for sanction of rewards. Both dog and handlers shall be given proper recognition as morale booster which may encourage more officers to opt for the job. While issuing press releases, name of the dog and the handler who took part in detection shall invariably be included. Photo/video of dog with the handler/team/contraband/concealments may also be released to gain positive publicity and act as deterrent to smugglers. The Joint/Addl Commissioner, Customs shall be responsible for ensuring the above.

2.12. Detection performance by individual detector dog shall be displayed by affixing/stitching badges such as Golden Single Star, Golden Double Star, and Golden Triple Star on the small jacket of the ceremonial uniform and criteria for the same will be made in due course of time, like a maximum of three golden stars may be assigned to a dog after which it will named 'Super Detector' and will have a gold medal of three inch diameter with yellow ribbon on ceremonial occasions in addition to the three stars. The medal will have the logo of CBIC on one side and K9 logo on the other side.

2.13. K9 Squad strength is expected to increase soon, and in due course of time K9 Meet and Inter Commissionerate/Inter zonal K9 competition may be organized to boost their morale and bringing uniformity in operation, etiquettes, functioning etc.

K9 Squad, Trichy Airport Cemron with handler Vinod Kumar







K9 Squad, Delhi Airport Androz in action







Chapter 3

Procurement, Training and Retirement

Attributes of the Pups to be Trained

3.1. Customs K9 will be used at Airports where passengers from diverse cultures pass through and at Air Cargo Complex, Foreign Post Office etc. Therefore dogs with passive behaviour are generally preferred. The three dog breeds namely, Cocker Spaniel, German Shepherd (also known as Alsatian or GSD) and Labrador Retriever are found most suitable for the Indian Customs K9 Squad. The characteristics of these breeds are given at **Appendix-III**. However, for any special kind of requirement, any other breed of dog may be procured with the concurrence of DOL.

3.2. Selction of pups is the second most important factor for performance of K9 Squad; first being the selection of handlers. The criteria for selection of pups for training programme are as follows:

- i. Pups should be preferably selected at the age of 4-6 months;
- ii. The pedigree [the history of sire (father dog), dam (mother dog) and even ancestors] of pups should be of repute and clearly established. The sire and dam may be inspected physically, if they are available. Pedigree details shall be provided by the home kennel from where the pups are procured. The pedigree record of all dogs in the department will be centrally maintained by DOL.
- iii. The vaccination history of pups and dam should be as per the protocol mentioned elsewhere (**Appendix-X**) in this manual;
- iv. The following positive health indicators should be looked for:
 - a) Pups should have a sound body and possess standard weight according to the breed and age,
 - b) Eyes should be clear and bright,
 - c) Ears should be clean and odourless,
 - d) Coat should be shining and free from rashes,
 - e) Limbs should be sturdy and well formed.

- v. The pups with the following negative health indicators should be rejected:
 - a) Pups with running nose and eyes,
 - b) Enlarged tummy,
 - c) Over shot/undershot jaw,
 - d) Poor shoulder placement, bend on feet, lack of coordination in limbs, poor body configuration,
- vi. Male or female pups could be taken for training. However, if female pups are selected, they should be subjected to hysterectomy (removal of uterus) as early as 6 -12 months of age at the CCC itself and they should not be sent to be deployed in the field without doing hysterectomy; and
- vii. The following temperament factors should also be taken into account;
 - a) Neither aggressive nor shy of people,
 - b) Responsive and friendly to people,
 - c) Should be sensitive, intelligent, energetic and aggressive.

3.3. While selecting pups, grades on various attribute may be given as per the scorecard for selection of pups given at **Appendix - IV**. This provides a good comparison and greatly helps in procurement decision.

Procurement and Transfer of Ownership

3.4. DOL will provide necessary guidance in procurement and training of K9 Squad. CCC may procure dogs after consultation with DOL. Hitherto, the pups were procured through tendering process. However, procurement of pups from breeding centres managed by various Central Armed Police Forces (CAPF) or Remount Veterinary Corps of Indian Army may be explored before going for tendering. Irrespective of procuring mode/formation, K9 Division of DOL shall maintain a centralized record of pedigree.

3.5. After procurement, the ownership (along with original pedigree certificate) of the pups shall be transferred to the Commissionerate where the graduate dogs are expected to be deployed. The ownership shall thereafter continue to remain with the same Commissionerate even after retirement and original pedigree certificate shall be preserved.

 Fig 1 : Microchiping#
 Fig 2 : Microchip Reader^s

3.6. On procurement, the pups shall be microchipped* for identification purpose.

Training

3.7. The training of dogs always goes with handler. Right from induction, the dog and its handler shall work together till that of retirement. CCC is the only agency mandated to impart Induction and Annual Refresher Trainings, whereas Supervisor/SI (K9) will impart Monthly Maintenance Training. It shall be ensured that trainings are imparted in playful manner and on a work & reward basis. While the DOL in consultation with CCC will come out with a dedicated training manual in due course of time, the Customs working dog shall be trained to be friendly in general, work in passive manner even in crowded places where persons of diverse attire, race, habits etc. are present/passing. As a fundamental principle, it shall be ensured that the training, deployment and operation are sensed as a game/play by the dogs. For the handlers and supervisors, lack of detection may cause stress at times, the same shall never be passed on to the dogs. Dogs perform best when they are in playful mood and thus for them even work should always be play and like a game for gaining rewards, love and affection. As the dog is very much attached with the handler and they work in tandem, the handler shall also take the work with same spirit.

Mandatory Induction Training

3.8. The pup with its handler would undergo the initial training at CCC, where, the K9 units will be specialized in the detection of narcotics, tobacco, wild life

^{*}Microchip is a tiny electronic chip that contains a unique number that can be read by a scanner. The microchip is injected into the skin of the dog and will remain there permanently. The dog can be identified by scanning the chipped site.

[#] Image courtesy: http://www.californialostdogs.org/solving-microchip-mysteries/microchip-scan/ \$Imagecourtesy:https://www.johnsonanimalclinic.com/services/dogs/blog/everything-you-needknow-about-microchipping-your-dog

articles, currency etc. The duration of training will be approximately 32 weeks (8 months). The course will include outdoor training and indoor training. The outdoor training will be a practical training for the detection dog and the handler. The indoor training will be lecture based, to impart the knowledge to the handler about kennel management, cleanliness, administration, duties, maintenance of equipment, K9 general care/health care and veterinary first aid, handling of emergency situations, documentations etc. The details of training curriculum are given at **Appendix-V**. The same may be updated from time to time by DOL. The daily routine to be followed during the training period is given at **Appendix-XI A**.

Physical Training

3.9. Physical Training (PT) is an integral part of daily routine. K9 trainer and supervisors/SI (K9) respectively will be responsible for conducting PT at CCC and field formations. PT may include jogging/running for 2 km, basic exercise and other activities as recommended by trainers/supervisor from time to time.

Monthly Maintenance Training

3.10. Monthly maintenance training of the K9 units will be arranged by the field formation where the dogs are deployed. SI-K9/Supervisors will organize these training preferably on the first working day of the month and maintain the record for the same. Unit's detection capability, physical fitness, uniform etiquette etc. are keenly observed, corrected if required and observations recorded during the monthly maintenance training. Whenever a K9 unit fails in monthly maintenance training or performance is not up to the mark, it may be sent to the CCC to attend refresher training. The K9 unit will be deployed again only after getting a pass certificate from K9 training centre.

Annual Refresher Trainining

3.11. Refresher Training of the dogs will be organized at the CCCs annually. It is mandatory for all the K9 units to undergo annual refresher course and pass the test. In case a K9 unit fails to undergo refresher training in time, K9 Division of DOL shall declare the unit as "unfit for field duty" and intimate the Commissioner concerned. A refresher batch of atleast four K9 units is required for a training at a time. The duration for Annual Refresher Training will be 10 days or until the K9 unit pass the tests prescribed by the CCC. Refreshing of scent detection capability and uniform etiquette shall be given emphasis during the refresher training. DOL shall ensure that each and every K9 unit are undergoing Annual Refresher Courses in time and without fail.

Retirement Policy

3.12. Normally, the Customs dogs after attaining the age of 9 years shall be retired. On retirement, the dogs shall be offered for adoption by handlers, or to the serving and retired officers of CBIC/other department or to an NGO which has at least 5 year experience in animal welfare activities. Innate, inherent, genuine and natural love for dogs will be main criterion while selecting the guardian of retired dogs. A committee headed by Additional/Joint Commissioner and a serving Government Veteinary Doctor may recommend the adopter. Commissioner may nominate Deputy/Assistant Commissioners or any other outsider as member. In case, a handler himself is taking care of the retired dog, the expenditure related to monthly ration allowance will be borne by the Commissionerate concerned for the rest of its life. Time to time allowance limits will be prescribed by DOL. The handler shall submit a health certificate issued by a registered Veterinarian every 6 months.

3.13. At times, defects/deformations such as cataract, laxation of joints, severe hearing impairment, continued aggressive behavior etc. make the dog unfit for further duty/deployment. In such cases, the dogs shall be considered for early retirement after referring to a Committee of officers headed by Additional or Joint Commissioner of the Commissionerate concerned and with the following as members namely, Deputy or Assitant Commissioner, K9 Division, DOL, a representative from CCC at the level of Superintendent and above and a Government Veterinary Doctor.

3.14. In extreme cases of illness, as per the recommendation of the Committee, the dog may be euthanized (put to sleep) or the dog may be offered for adoption by the handler or by a pet lover or by an NGO by following the procedure described at Para 3.11.



Fig 3 : Physical Training



Fig 4 : Obedience Training at CCC



Fig 5 : Obedience Training at CCC



Fig 6 : Holly & K. B. Gaonkar - Training for vehicle search



Fig 7 : Kaizer & Satish Kumar - Being rewarded for good work



Fig 8 : Jikky & Sandeep C Pednekar - Training for searching Room



Fig 9 : Nimmy & Jakesh Kumar - Agility Training

K9 Squad, Amritsar Customs





Dager with handler Mangal Singh



Chapter 4 Housing and Hygiene

Good Housing Design

4.1. Good housing conditions have a positive role in the welfare of dogs and thus proper attention may be given for designing, selection of material, slope, drainage, tick channel, design of sleeping board and materials etc. A good kennel design reduces maintenance drudgery and cost, prevents diseases and improves the performance of the K9 unit. Two types of kennels (dog house) can be arranged in various customs K9 Squads/CCCs. Permanent kennels may be constructed wherever possible. Pre-fabricated kennels of fibre glass panel and stainless steel are another option which may be accommodated in permanent built structures or in pre-fabricated insulated portacabins.

4.2. The following points must be strictly observed while constructing a kennel shed.

- A kennel of size of 8ft x 4 ft x 6ft is adequate to house large and medium size breeds. Permanent kennels may be grouped as blocks; single or double. If there is a need of erecting double blocks, they may be erected back-toback or separated by a central passage;
- ii. The kennel shed (comprising more than one kennel) should be located at a quiet place away from noisy environment which may interrupt the rest patterns of detector dogs;
- The kennel should provide a covered area along with an open exercise area. The area of each kennel with covered area and run should be at least 11 sq.meters;
- iv. The kennel space shall be well ventilated and there should be fresh air circulation at all times. Depending on the local temperature and weather condition, air coolers/conditioners shall be provided. In winter, heaters/ warm air blowers may be provided. In no case, dogs should be exposed to direct cold/hot air;
- v. Walls and ceilings shall be painted and kept clean. Optimum use of direct sunlight in kennel would be a natural disinfectant. There should be a proper artificial lighting system as well;
- vi. Floor of the kennel should be constructed of easily cleanable water impervious flooring materials preferably kota stone or granite (as they dry faster than tiled floors and are comparatively less slippery). Further, the

slope of the kennel floor should be well designed so that all water runs into the gutters, which are connected with traps outside the blocks;

- vii. Kennel should have proper drainage system; it is most important that no stagnant water or sewage is allowed to be collected inside the kennels or blocks; normally the kennel should remain dry without any dampness;
- viii. Each dog is provided with a sleeping board, a dog blanket and a dog jacket; the sleeping board (5' x 3') shall be of best quality wood (no sunmica/ plywood/board), easily removable and raised from floor by few inches;
- ix. The kennel shed should have additional mesh doors to control the entry of mosquitoes and insects;
- x. A tick* channel should be constructed, running all round the permanent kennels. This channel should always remain filled with fresh water. This water shall be replaced frequently and precautions be taken that the channel doesn't breed mosquitoes etc. Tick channel is necessary to prevent the ticks from crawling into the kennels;
- xi. Isolation kennels are required to separate sick dogs in order to protect healthy ones; and
- xii. The kennel shed should necessarily have CCTV surveillance and fire extinguishers.

Kennel Hygiene

4.4. Kennel hygiene is one of the important measures for disease prevention and control. Regular cleaning of the entire kennel shed has an important bearing on maintaining the dog's health and welfare and daily/weekly routines should be made and be followed strictly. The kennels may be inspected once in every month by the Customs Inspector/Surperintendent incharge of K9 and once in six month by a Veterinarian who will record his/her observation in an inspection register. Prompt remedial action shall be taken. The format of the kennel inspection register is given at **Appendix-XII**.

4.5. The following measures of general hygiene shall be taken in and around the kennels.

- i. The kennel area will be provided with tick channel filled with water to prevent entry of ticks;
- ii. The area surrounding the K9 shed will be kept free of tall grasses, overgrown shrubbery, fallen leaves and plant debris;

* Tick- An external parasite that infests dogs and transmits various diseases.

- iii. Kennel premises should be kept free of food waste and garbage that could attract rats and insects;
- iv. The K9 shed area should be kept free of rodent droppings;
- v. Adequate precaution should be taken against mosquitoes in order to prevent mosquito borne diseases;
- vi. The exercising ground should be kept clean and all excreta should be removed daily/regularly; and
- vii. The exercise area should be disinfected with quick lime annually or on requirement.

4.6. The kennel shall be cleaned by following daily and weekly schedules given at **Appendix-VI**. It is important to keep in mind that during daily and weekly routines whenever any abnormalities in stools, urine, vomiting and drooling materials noticed, they shall be reported to the Supervisor/SI-K9, before washing the kennels.

Disinfection of Kennels

4.7. In the event of occurrence of a contagious disease, a thorough disinfection of the kennel is to be carried out. Disinfectant material should be as recommended by a veterinarian. Use of bleaching powder (3-10% solution)/washing soda solution is ideal for regular disinfection of kennel premises. 3% solution of cresol is a good disinfectant for cleaning the grooming brushes (soaking in the solution for 3-5 hours), rugs, equipment and other articles used in the kennel. Since the dogs are very susceptible to phenol poisoning, disinfectants containing phenol should be strictly avoided while choosing the disinfectants.

- 4.8. The following disinfection protocol shall be followed:
 - i. Walls, floors and metallic works should be thoroughly washed with a reliable liquid disinfectant, followed by intense heat from blow lamp;
 - ii. Movable items such as sleeping boards, beddings, blankets, durries and feeding utensils should be scrubbed and sundried;
 - iii. All articles, which have been treated with disinfectant solution, must be washed several times in clean water and sundried; and
 - iv. After a kennel has been disinfected, it is advisable, where the circumstances permit, to leave it empty for a period of fourteen days (during which the dogs will be kept in isolation area/kennel).
 - v. Clean the exercise area and remove excreta daily and disinfect periodically.

Kennels at CCC



K9 Squad, Kolkata Airport Easter sniffing baggage







Chapter 5

Welfare and Management

General Welfare

5.1. Welfare and management of dogs involve feeding, grooming, bathing, veterinary care including vaccination and deworming and care during emergency and during transportation. Dog handlers shall consider and handle every dog as their own kid below 2 years of age. By nature, dog is like a child which never grows up. Thus, the handlers are expected to be affectionate and gentle with the dogs.

Following general welfare measures must be complied for the management of dogs:

- Provide balanced food, twice daily; one light and other heavy meal. The compositions of heavy and light meals are given at **Appendix-VII**;
- Provide plenty of clean water in a clean dish regularly and increase the frequency in hot season;
- Provide spacious, well ventilated and quiet housing;
- Groom the dog daily in a systematic manner;
- Follow the vaccination protocols strictly;
- Do not overload the dog with too much basic obedience exercise;
- Provide sufficient rest and relaxation after work hours; and
- Strictly follow welfare protocols as mentioned in this manual during transportation.

Feeding Management

5.2. A proper feeding regimen is important for the general health and effective performance of detection dogs. The diet of the dog should meet the prescribed nutritional requirements. The following general points should be taken into account while feeding.

- i. Dog handler is the only authorised person to feed the dog;
- ii. Wholesome drinking water should be offered and replaced in every 6-8 hours interval; cold water should be offered in hot season;

- iii. Feed twice a day, light meal in the morning and heavy meal in the evening in case they are deployed on day duty. For night duty dogs, feed the heavy meal in the morning and light meal in the evening. The place and time of feeding meals should be fixed. Dogs should not be fed immediately before or after work;
- iv. The meals should be fresh, wholesome and cooked. In order to offer fresh food, it should be prepared just before the feeding time. Spoiled food should never be fed;
- v. A piece of fresh long bone of sheep or goat with open ends should be offered for chewing as it helps to maintain the teeth and gums clean and healthy; the bone should be steamed;
- vi. Once the food has been served, the dogs must be left undisturbed till it consumes; dogs should not be forcefed. However, if it is not taking any food for more than 24 hours, the dog's behaviour and condition should be observed carefully and immediately reported to the supervisor;
- vii. The tendency to feed the dogs with the people's food such as chocolate, savouries, bakery items, soft drinks etc. shall strictly be avoided;
- viii. Each dog should be fed in his own utensil and feeding of two or more dogs from a single utensil should strictly be avoided;
- ix. The utensils used for feeding and watering should be thoroughly cleaned and
- x. The advice of a veterinarian should be taken for the diet of sick dogs.

5.3. In addition to the general points mentioned above, the following specific points shall be kept in mind.

- i. The light meal constitutes vegetable broth and small quantity of rice & chapattis. The heavy meal comprises of the meat, grams, vegetables, rice/chapattis mixed in meat broth and one boiled egg (**Appendix VII**);
- ii. The inclusion of following ingredients makes dog's diet balanced:
 - a. Meat Properly cooked meat upon mixing with vegetables and chappattis make the meal palatable; meat should form at least 50% of the total ration by weight;
 - b. Cereals
 - 1. Rice properly cooked rice can be used; unpolished rice is

superior to polished rice;

- 2. Wheat-chappattis shall be shredded into small pieces and fed to the dog mixed with broth and other components of the ration;
- 3. Oats/maize they should be fed in the form of porridge and may be fed instead of rice and chapattis.
- c. Pulses: Properly soaked and cooked pulses, greengram, rajma, kidney bean, lentil and peas provide adequate carbohydrates as well as proteins; and
- d. Vegetables-provided as a source of minerals, vitamins and fibre, besides making the meal appealing;
- iii. 200 grams of liver shall be fed twice a week.
- 5.4. The daily meals can be prepared in the following method:
 - i. Pressure cook the meat using sufficient water and care be taken to remove all the bones from the cooked meat. Small bones may choke the dogs
 - ii. Similarly pressure cook the chopped vegetables;
 - iii. Keep the soup aside;
 - iv. Shred the chapattis into pieces, and mix the chappattis and cooked green vegetables with the boiled meat;
 - v. Mix the meat, chapattis/bread pieces in feeding basin along with luke warm meat and vegetable soup and feed it to the dog at lukewarm stage;
 - vi. In order to change the appearance of meals and make it appealing, add vegetables of different colours occasionally (carrot, beans, pumpkins) and
 - vii. Never add sugar in the meal.

5.5. If there are certain circumstances when it is not possible to cook, dogs can be fed with a balanced readymade dog food of reputable brand with FSSAI registration. However, dogs should be exposed to the readymade food gradually. (Para 5.2)

5.6. The local veterinarian should be consulted before finalising the quantity of the ration based on the body weight and physical condition of animal; feeding schedule may also be planned after detailed discussions with the veterinarian keeping the above guidelines in mind.

Grooming

5.7. Regular grooming and maintenance of hygiene are essential for cleanliness of coat and health of dog. Various activities and their schedule are given as under. An illustration of grooming kit is given at Figure 10*.



Fig 10 : Grooming Kit

Table 1

Frequency of cleaning activities for dogs

S.No.	Activity	Periodicity
1.	Grooming	Twice daily
2.	Nail trimming, ear cleaning	Weekly
3.	Eye cleaning	Whenever required (based on the presence and amount of discharge)
4.	Bathing	Thrice weekly in summer, Fortnightly in winter.

Grooming Protocol (Skin and Hair)

5.8. Grooming provides an opportunity to assess the soundness and physical condition of the dog. Also, this is a good activity to improve the affection of dog towards handler and should accordingly be done lovingly. Dogs love being groomed and massaged. Ideally a dog should be groomed twice daily for 30 minutes. Grooming should be done at a fixed place and time. Daily grooming should consist of brushing the coat and inspecting the whole body. The following is the stepwise grooming protocol for dogs:

^{*} Image courtesy: https://www.rayallen.com/ray-allen-grooming-kit

- i. Grooming starts with the picking of large sized hairs, followed by removal of dirt and dust with a dandy brush;
- ii. The coat is combed in the natural direction of hairs for extracting parasites, (ticks, lice etc), if any;
- iii. Ticks are usually found between the paws, behind the ears and in the folds of neck. The ticks are picked up with the help of a forceps/ tweezers and put in kerosene oil and later destroyed by burning;
- iv. Cleaning of the coat* and skin is done with the help of brush and comb;
- v. The dog is given a vigorous massage with the tips of the fingers. This action helps to find out and dislodge dust, loosens the broken hair and increases the blood circulation of the skin;
- vi. The coat is brushed with a body brush in circular manner and then in the direction of the hair;
- vii. The dead and tangled hair are removed using a comb;
- viii. Finally, the dog is massaged vigorously again with the flat of the palm to give a shiny and glossy appearance; this also sets the hair; and
- ix. It shall be strictly ensured that grooming is done before feeding.

Grooming Protocol (Other body parts)

5.9. Once the skin and hair are groomed well, the other body parts shall be attended as follows.

- i. Ear: Some amount of wax is common in ears. If excess wax is observed, ear should be properly cleaned. Pull the earflap upward to expose the external opening of the ear canal. An ear cleansing solution is applied in the dog's ear. After releasing the ear flap, give a gentle massage to the base of ear. All the above steps are to be repeated for the other ear also. Thereafter, allow the dog to shake its head. Pulling the earflaps upward, wipe out and dry the ears.
- ii. Eye: Any discharge that remains on the face is a potential medium for proliferation of bacteria. Wipe the eyes with a soft, moist gauze sponge to remove the discharge.

*Breeds such as German shepherd and Cocker Spaniel have two coats, a soft woolly under coat, which lies close to the body, and an outer coat composed of longer and coarser hair. The third breed of dogs employed in the Indian Customs viz Labrador has a short coat.

- iii. Teeth: Dental care must be a daily routine. This involve brushing the teeth or providing a dental chew toy. Fresh bone without any projection should be offered occasionally for chewing. Nowadays artificial bones are also available. Hard fruits and vegetables like carrot, cucumber, apple, pear, peach, guava and mango with seed can also be used for the same purpose. A soft brush applied with tooth-paste can also be used to keep the teeth and gum clean and healthy. Dogs should undergo a detailed dental/oral examination and cleaning under veterinary supervision at least once in a year.
- iv. Feet: At the time of grooming, all four feet should be thoroughly checked and parasites and dirt adhering to the feet should be taken out and cleaned properly. Dewclaws* should be removed as early as possible using sharp scissors. Tincture iodine should be applied for a minute to facilitate the sealing of wound. Clipping of nails is required in dogs that are not given good exercise. A special nail clipper is used for the cutting of nails.



Fig 11 : Dewclaw

v. Anus: Regular inspection of the anal sphincter is required to see if any segments of tapeworms are sticking or protruding. Specially look for any impaction of anal glands. If they are impacted, a piece of cotton wool is placed over the anus and firm pressure is applied with the fore finger and thumb which relieves the impaction.

*Dewclaw refers to the a vestigial digit in dogs. Image courtesy: https://www.psychologytoday.com/us/blog/canine-corner/201410/why-do-dogshave-dewclaws

Table 2

Daily grooming schedule of dogs

S.No.	Activity	Duration
1.	De-ticking / Body checking	5 mins.
2.	Massage with fingertips (direction of hairs)	5 mins.
3.	Massage with fingertips (against direction of hairs).	5 mins
4.	Brushing (right side)	5 mins.
5.	Brushing (left side)	5 mins.
6.	Combing	2 mins.
7.	Toweling	2 mins.
8.	Final checking	1 min.
	Total	30 mins.

Bathing

5.10. Dogs should not be given bath frequently. The skin of the dog is rich in grease glands. Frequent bathing removes this natural grease resulting in dry skin, irritation and harsh appearance. If it becomes necessary to bathe a dog, warm, but not hot water should be used and the temperature should not exceed 100°F (37-38°C). Care must be taken to prevent soap and water entering the eyes and ears. This can be avoided by plugging ears with cotton wool. As the skin of the dog is very sensitive, only bland soaps (as suggested by veterinary doctor) should be used. Carbolic soaps, if applied direct on the body, cause severe irritation. Therefore the use of carbolic soap shall be avoided. After the dog has been bathed, the coat must be thoroughly rinsed to remove all traces of soap and dried with towel. Dogs with fur may be dried with air blower. Light warm blower may be used in winter.

Daily Health Assessment

5.11. A daily health check up is an utmost necessity to detect the disease symptoms at the initial stage itself. With a routine health check up, the handler can also understand what is normal for his dog, so that deviations from normal will be perceptible and detected at early stage. A K9 handler should be aware of symptoms that probably require immediate veterinary care. At the time of grooming, each organ shall be examined carefully for abnormalities, if any. The normal appearance of organ and abnormalities are described in **Appendix- VIII**.

Veterinary Care

Periodic Veterinary Examination

5.12. A monthly consultation with a registered veterinary doctor should be ensured. Besides, a thorough biannual veterinary check up should be done as per the below mentioned protocol and the details of check-up should be recorded in health register of the respective dog as given in **Appendix XII**.

Table 3

Schedule of Veterinary Health Check up

- Jan Whole body inspection, blood profiling, faecal sample examination for parasitic ova and inspection for blood parasites.
- July Whole body inspection, blood profiling (including kidney and liver function), faecal sample examination for parasitic ova, inspection for blood parasites, ECG and X-rays.

Clinical Emergencies

5.13. Some emergency medical situations such as allergies involving anaphylaxis*, burns, severe bleeding, foreign bodies in mouth leading to suffocation, insect bite leading to allergic shock, poisoning, profuse diarrhoea causing severe dehydration, epileptic seizures, trauma, vomiting may require immediate veterinay attention. In some cases, it may also warrant intensive care. Before they are taken to the hospital, the dogs should be given some emergency care in order to save its life. Various clinical emergencies, their symptoms and actions to be taken are given at **Appendix-IX**.

Deworming and Vaccination

5.14. Deworming starts at the age of 3^{rd} week, followed by single dose at 6^{th} , 9^{th} 12^{th} and 24^{th} weeks. Thereafter, deworming once in three months shall be ensured. The dogs shall be vaccinated against the following diseases namely, Rabies, Canine Distemper, Parvo viral Infection, Leptospirosis and Infectious Canine Hepatitis as per the schedule given at **Appendix-X**.

*Severe, potentially life threatening allergic reaction.



Fig 12 : Grooming



Fig 13 : Agility Training



Fig 14 : Jancy & Pawan Kumar

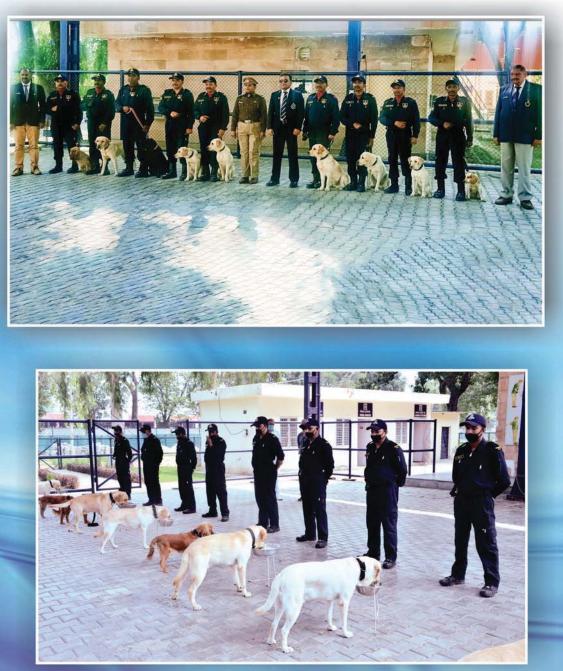
K9 Squad, ACC, Mumbai (Export) Anthony with handler Sachin Gurav







Trainee K9 Squad Customs Canine Centre, Attari



Feeding

Trainee K9 Squad Customs Canine Centre, Attari







Chapter 6 Transportation

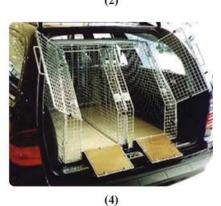
Customized Vehicle for K9 Squad

6.1. A customized vehicle should invariably be made available to transport the K9 Squad from kennels to the work site. This vehicle shall not be utilized for any other work whatsoever it may be. The vehicle may be fitted with aluminum transport crate as per the specifications and pictures below. These illustrations are indicative only. Suitable local modifications may be carried out depending upon the type of vehicle and local needs. Care must be taken that there should not be any sharp corner or edge. Till the time a customized vehicle is procured, a vehicle may be hired for the purpose after making necessary alterations viz re-moving the back seat etc.









(3)

Fig 15 : Transport Vehicle Models

https://www.animo-boutik.com/parcs/1242-cage-de-transport-metal-pliante-double-4011905039305.html https://www.petcreations.co.za/product/autovehicle-cages-for-dogs/ https://kustomkrates.com/sienna_sportmaster.html https://www.dogcages.uk.com/about/dog-related-products/dog-cages/buckingham-dog-cage/#zoomImage1453

Transportation

Transportation Involving Change of Location

6.2. The dogs are very sensitive and get stressed, aggressive and remains off feed immediately on sudden exposure to new climatic condition and the strange environment of container/carrier. Hence, adequate care should be taken during transportation of dogs. Proper planning, pre-transit care, acclimatizing them to the specified crate/carrier, feeding a high energy, high fat food before travel, health check-up by a veterinarian and administration of immunity boosters make their travel more comfortable.

General Factors to be Considered During Transportation

The dogs may be required to be transported from time to time by different 6.3. modes. It is essential for Handlers/Trainers/staff at CCCs and Supervisor/SI (K9) to be familiar with all the possible methods by which a dog could be transported. Transportation could be done through any of the following conveyance, namely, Truck/Light vehicles/SUV (for small distances), Railways, Air Craft/Helicopter, Small boats and Ships (for long distance sea travel). The choice of the type of conveyance for any particular situation depends upon the urgency on transport, conditions of terrain to be traversed and the distance involved. However, it is recommended that whenever the distance is more than 250 km (or travel time is more than 5-6 hours), the dogs shall be transported by air as extra baggage. The dogs will necessarily be accompanied with the handler during air transportation. Railways allow dogs to travel with handlers in the first class coupe. The latest instructions of Airlines/Railways may be understood beforehand. The expenditure involved in transportation of dogs including transportation to and from CCC shall be borne by the concerned field Commissionerates.

6.4. A 'Fit to Travel Certificate' may be obtained from a veterinarian before transporting the dog. The handler shall carry this certificate with him during the journey. Proper planning may be done for such transport so as to make journey hassle free and comfortable. The dog should be given a chance to defecate before the commencement of the journey. The dog should be fed only light meals during the journey. Bowls of clean water may always be left with the dogs in summer. Depending upon the climatic conditions at the time of travel, the dog should be provided with suitable clothing. In winter, the dog may have to be provided with a dog coat and blankets. If dog is prone to be travel sick, the veterinarian may be consulted to prescribe mild sedative. First aid box should be carried with the dog.

Transportation by Road

6.5. This mode of transport is preferred if the distance to be convered is less than 250 km or travel time is less than 5-6 hours, whichever is more. After getting into the vehicle, the handler should sit keeping the head of the dog between his

knees. If some dog is known to be quarrelsome, it should be muzzled. The truck/ van should be halted once every three hours and the dog taken out for defecation and exercise. In case it is not possible for the handlers to accompany the dogs, they should be transported in portable kennels of suitable material. The specification of portable kennels is given as under.

Length : 143 cm	Width : 113 cm
Height in Front : 105 cm	Height in Rear : 90 cm

The chance of injury is more during unloading. Therefore, the unloading of dogs should be done carefully.

Transportation by Train

6.6. Before putting the dogs into the transportation box, it must be checked, cleaned and disinfected. Proper bedding should be provided to give comfort to the dog. Whenever the train makes long halts, the dog should be taken out for a while to ease, defecate etc. In summer, the dog should be frequently fed cool clean water and in winter it should be protected from direct cold breeze. Strangers should not be allowed to approach the dog enroute. Only light meals are to be given during journey. Dog, if permitted by fellow passengers, may be transported by I Class AC/I Class coupe with handler instead of in box in the luggage van.

Transportation by Air

6.7. Transportation by air is the recommended mode of transport for the Customs dogs for long distances. All precautions shall be taken care while the dog is put in air kennels. The movement of Customs dogs shall be intimated well beforehand in writing to the Commissionerate where dogs are deployed/to be deployed, CCCs and the Airport Commissionerates (departure, arrival and transit airports), as the case may be. On receipt of such an intimation, the Supervisor/SI (K9)/PRO of the said offices shall co-ordinate and facilitate the movement of dogs and handlers. The dimension of the portable air kennel is given as under.

Length : 97 cm	Breadth : 67 cm
Height: 75 cm	Weight : 27 kgs

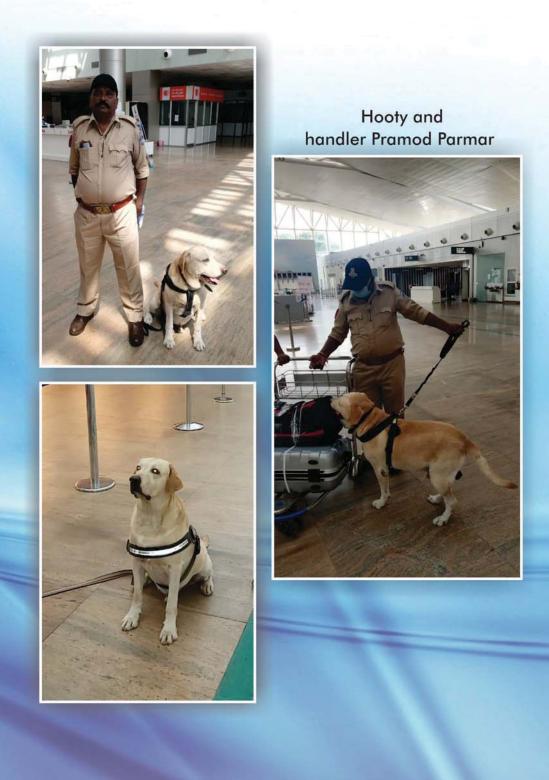
Transportation through Waters

6.8. For sea patrolling using Customs vessels, in river delta regions, network of canals, rivers and flooded marshlands, dogs are required to be transported/moved by boats. In order to prevent any danger of capsizing of the boat, the handler

Transportation

should enter the boat first, followed by the dog. After entering the boat, the dog and handler should take up their position and the dog may be allowed to lie down. The off loading procedure should be the converse of loading.

K9 Squad, Ahmedabad Airport









K9 Squad, Cochin Customs Cemna with handler Vinu PS Chapter 7

Daily Routines, Registers and Reports

Daily Routine

7.1. A schedule of daily routine is given at **Appendix-XI B**. This schedule is the key feature and a major determinant of the performance of the K9 Squads. It also has a bearing on the health and welfare of the dogs. Therefore, the schedule must be followed scrupulously. For a dog of K9 Squad, a typical day starts with kennel out. The dog is taken to the stool site. Each dog should have a fixed and separate stool site. This will help to inspect the stool which is a health indicator. Stool site should not be far from the kennel. On return to the kennel, the temperature shall be measured and recorded. Abnormal temperature to be reported immediately to the supervisor.

7.2. After kennelling out, the dogs shall be given physical training. The handler and dog will jog/run at least 2 km followed by other basic exercises. Physical training is followed by breakfast for the handlers and snacks (egg and milk) for the dogs. It may be noted that those dogs on night duty are exempted from physical training of the next day morning. Grooming and feeding is done before deployment in day shift duty.

7.3. In the evening also, body temperature is measured and recorded. For the dog on day shift duty, it is done on return from the duty. For the dogs on the night shift duty, the temperature is measured before giving physical training in the evening. In the evening also physical training is imparted. Thereafter, the dogs are fed and put into kennel or deployed for night shift duty as the case may be.

7.4. Before the dogs are taken for deployment in shift duty, a warm up excercise of very short duration such as a short stroll or jog for 2-5 minutes is advisable.

Deployment in Shift Duty

Before Reporting to Duty

7.5. Before taking the dogs for shift duty, the dog handler shall ensure the following:

- Daily check-up, exercise, operational drills and general response;
- Carry diet supplements, clothes, portable bedding, first aid kit and required accessories depending upon the length of the deployment; and
- Warm up before proceeding on duty.

On Duty Hours

7.6. During the entire duration of shift, the dog handler shall stay with the dog and encourage it throughout. In addition, the following points must be kept in mind:

- Earmark his position with the officers;
- 15 minutes rest to be ensured after every 30 minutes of active duty;
- Maximum duty to be performed is 8 hours a day/night with breaks as mentioned above;
- Provide water and light feed in between as per requirement;
- Closely observe body language and behaviour;
- Keep him secure during operations; and
- Log book should be signed on entering and exiting the duty; to be countersigned by SI-K9/ Supervisor.

On Return from Duty

- 7.7. On return from duty, the dog handler shall do the following:
 - Check dog's general health and ensure cleaning;
 - Provide appropriate rest;
 - Provide dog's favourite eatables as incentive/treat if succeeds in operation;
 - Record dog's performance and behaviour;
 - Logbook /deployment record book should be completed giving details of deployment and result thereof; this record book is held by the handler; and
 - Pat the dog after it has successfully performed a task/exercise.

Publicity through Print, Online and Social Media

7.8. Wide publicity about Customs K9, its performance, photography and publication of news shall be encouraged. There may be occasional requests from public for taking selfies with the Customs K9 which may be entertained without causing any discomfort to the dog. Feeding or patting the dog by public is strictly prohibited. While taking photographs, it should be ensured that the dog and handler shall be in prescribed uniform and welfare of the dog shall be taken care of. However, it shall be ensured that Dog shall always remain with the handler/under his gaze. They will never be allowed to roam/ mix freely with the passengers/other staff. Operational efficiency, comfort & playfulness of dogs shall be the guiding factor for all such activities/actions.

Registers and Reports

7.9. Good record keeping is an important feature of K9 Squad management. It can help to easily find the required information. It also involves storing and managing records appropriately so that the information will be readily available. Good record keeping underpins the provision of good kennel management information. It can act as a proof of considered decisions and appropriate actions taken. It is also a very powerful risk mitigation tool. The following registers shall be kept in the K9 Squad.

Master Ledger

7.10. It is a dossier for each dog. It shall have the details namely: performance of the dog during basic obedience training, completion of specialized training, details of place of deployment, details of K9 handlers attached to the dog, detection of the contrabands during deployment, details of monthly maintenance training, annual refresher training and all other details not covered in other registers.

Health Register

7.11. It consists of the date of vaccination and deworming and details of any diseases suffered during the lifetime of the dog. A separate health register should be maintained for each dog. It is divided into 4 sections to incorporate records of vaccination, deworming, regular checkups and diseases.

Others Registers

7.12. The other registers that shall be maintained at K9 Squad are Temperature Recording Register, Attendance Register, Duty Register, Kennel Inspection Register and Dead Stock Register.

7.13. The CCCs shall transfer all the relevant registers to the concerned field formations after completion of the training. These registers shall also be forwarded to CCCs by the field formations when the dogs are sent for refresher training or deployed outstations.

Reports

7.14. Two sets of reports are prescribed. The first relates to the CCCs and the second pertains to field K9 Squads. Both the reports are monthly. The commissioners incharge of CCC and K9 Squads shall timely send these reports to DOL.

7.15. The proforma of registers and reports are given at **Appendix-XII**. A single bound book may contain various registers.



Fig 16 : Measurement of temperature

K9 Squad, Pune Airport Sam with handler Sunil Kamble



K9 Squad, Trivandrum Airport Edmund with handler T G Vijayakumar







Appendices

Appendix –I: Qualities of a Handler (Para 2.6, Chapter 2)

1. Selection of a suitable handler is an important aspect of the entire dog training. He should have innate, inherent, genuine and natural love for dogs. A good handler can get the best out of an average dog. An unsuitable handler will lead to failure in dog's training and performance. Therefore, it must be ensured that a suitable person is selected for this training. Since the association of a dog and handler will continue for the next nine years (of its productive life), the selection of handler is the most crucial.

2. The following broad qualities may be kept in mind at the time of selecting a handler:

- i. The person should be genuinely willing to work as a handler;
- ii. He should be well disciplined and bear good moral character and should not physically abuse the dog in any circumstances;
- iii. The person should be friendly and affectionate towards the dog; the dog and handler shall bond together and shall feel naturally attached to each other;
- iv. The person should possess an above average intelligence level;
- v. The handler must be patient and perseverant; the handler must have understanding that he cannot force desired behavior upon dogs, nor can he expect a dog to learn as rapidly as a human being can;
- vi. The handler must have the stamina to control his dog during each training session; the handler should be able to show good coordination as well as the ability to pursue his efforts as long as necessary;
- vii. A handler must be able to handle unforeseen situations;
- viii. The welfare and physical well being of the dog are entirely in the hands of the handler and, therefore, handler should be willing to do all manual labour connected with kennel management, feeding and cleaning of the dog, when situation warrants;
- ix. A person below the age of 35 years is well preferred;
- x. Person with prior K9 handling experience shall be preferred; and
- xi. He should have a minimum educational qualification of 12th pass, preferably in science. However, this qualification will not be a necessary critierion for those who has prior experience in handling a service dog in any Government agency.

Appendix-II: Uniforms and specifications (Para 2.9, Chapter 2)

To maintain uniformity; the uniforms shall conform to the 'Approved Copy of Uniforms'. The Directorate of Logistics shall be the certifying authority for the approved copies. For this, DOL shall maintain the Original Set of Uniform and sufficient numbers of approved copies. Two approved copies shall also be maintained with CCCs. CCCs and DOL shall preserve their 'Approved Copies of Uniforms' and DOL shall preserve Original Uniform Set at all time. At no time, they should be tampered with or replaced.

I. ASI-K9/Handler

1. Training Uniform (Customs K9 Centre and regular training at stations)

1.1. Shirt: Space blue T-shirt with two pockets (half sleeves for summer / full sleeves for winter) with CBIC logo embroidered on right sleeve, CCC logo on left sleeve and 'INDIAN CUSTOMS K9 SQUAD' embroidered in yellow thread on the back in two lines . A name plate fixed on right chest above the pocket with name written in both English and Hindi.

1.2. Trousers: Trousers of space blue colour with side pockets on both sides.

1.3. Shoes and Socks: Black high ankle leather boot shoes and knee length black socks.

1.4. Cap: Dark blue Beret cap with metal logo of K9 Squad on the middle of it during normal duty hours.

1.5. Belt: Broad black leather belt with metal logo of K9 Squad in centre hook. One pouch shall be there on the belt for carrying essential items for the dog.

1.6. Jacket: During winter season, Space Blue Jacket with pockets on each side. The CBIC logo embroidered on the right sleeve and K9 Squad logo on the left sleeve. At the back of the jacket – 'INDIAN CUSTOMS K9 SQUAD' will be embroidered in yellow thread in two lines.

2. Duty Uniform

2.1. Shirt: The duty uniform shirt will be a space blue coloured full sleeve shirt with pocket on both side chests, name plate on right chest above the pocket and K9 Squad logo stitched above the left pocket. Name should be written on the name plate in both English and Hindi. On the back side at the middle portion of the shirt, the words "K9 SQUAD" will be embroidered in golden colour, in a semi-circle shape and below it will be written "INDIAN CUSTOMS" in white colour, touching the base of the semi-circle on both sides. Blue coloured shoulder badges will be worn on both shoulders with one golden stripe indicating

the rank of ASI K9, two golden stripes for SI K9 and three for K9 trainers. If the sleeves of the uniform are folded during duty hours, they should be folded above the elbow. Black Laneyard shall be used along with shirt. Black/Blue coloured gloves and face mask may be used in winter or as and when required.

2.2. Trousers: Trousers of space blue colour with side pockets on both sides.

2.3. Shoes and Socks: Black high ankle leather boot shoes and knee length black socks.

2.4. Cap: Dark blue Beret cap with metal logo of K9 Squad on the middle of it during normal duty hours.

2.5. Belt: Broad black leather belt with metal logo of K9 Squad in centre hook. One pouch shall be there on the belt for carrying essential items for the dog.

2.6. Jacket: During winter season, Space Blue Jacket with pockets on each side. The CBIC logo embroidered on the right sleeve and K9 Squad logo on the left sleeve. At the back of the jacket – 'INDIAN CUSTOMS K9 SQUAD' will be embroidered in yellow thread in two lines.

3. Ceremonial Uniform

3.1. During Ceremonial occasions viz Graduation Day, First Reporting Day, Republic Day, Independence Day etc. the ceremonial uniform will be used. SI-K9 and ASI-K9 shall wear a blue and red striped cravat, Blue Peak Cap with logo of K9 Squad in the middle and a red lane yard on the duty uniform.

3.2. Blue and Red diagonally striped cravat with logo of CBIC on the centre of it will be worn in a way that the CBIC logo will be seen toward outside just below the neck.

3.3. Navy blue Peak cap with metal logo of K9 Squad .



Fig 17 : Logos for Uniforms

II. SI-K9

SI-K9 will wear the same uniform as that of the ASI-K9 except that there will be two golden coloured stripes on the shoulder badges.

III. K9 trainer

The K9 trainer will wear the same uniform as that of the ASI-K9 except that there will be three golden coloured stripes on the shoulder badges.

IV. Detector Dog

To make the dog Squads look more professional and for improving their mobility in inhospitable terrains, they shall be provided with specific operational attire.

1. Uniform at Training Centre

1.1. Harness with a broad shoulder straps with CCC logo on left side of the harness and 'INDIAN CUSTOMS K9 SQUAD' embroidered in yellow thread on right side of the harness (for summer).

1.2. Jacket (for winters) with K9 Squad logo on left side and 'INDIAN CUSTOMS K9 SQUAD' embroidered in yellow thread on right side.

2. Uniform at K9 field units

2.1. Harness with a broad shoulder straps with K9 Squad logo on left side of the harness and 'INDIAN CUSTOMS K9 SQUAD' embroidered in yellow thread on right side of the harness (for summer).

2.2. Jacket (for winters) with K9 Squad logo on left side and 'INDIAN CUSTOMS K9 SQUAD' embroidered in yellow thread on right side.

3. Ceremonial Uniform

3.1. The ceremonial coat will be made of Navy Blue Velvet covering - neck to tail set and hanging up to the hock.

3.2. The CBIC LOGO in golden thread will be embroidered on the left side of the Coat and 'INDIAN CUSTOMS K9 SQUAD' embroidered in golden thread on the right side of the coat.

3.3. The coat will be hemmed with golden frill on all sides.

Note: Detection performance by individual detector dog shall be displayed by affixing/stitching badges such as Golden Single Star, Golden Double Star, and Golden Triple Star on the small jacket of the ceremonial uniform and criteria for the same will be made in due course of time, like a maximum of three golden stars may be assigned to a dog after which it will named 'Super Detector' and will have a gold medal of three inch diameter with yellow ribbon on ceremonial occasions in addition to the three stars. The medal will have the logo of CBIC on one side and K9 logo on the other side.

Duty Uniform



Duty Uniform





K9 SQUAD	
Shape	Semi Circle
Font Size	3 cm
First Color	Yellow
INDIAN CUSTOMS	
Length	30 cm
Font Size	3.5 cm
Second color	White

Appendix-III: Breed Characteristics (Para 3.1, Chapter 3)

1. Cocker Spaniel

1.1. These are fairly small dogs that have glamorous, silky coats ranging from coal black to the lightest cream, or shades in between. Cocker Spaniel's head makes the breed immediately recognizable, with a rounded domelike skull, a well-pronounced stop, an upturned nose and squared off lips. Its eyes are large, round and dark. The drooping ears are very long and reaches upto the level of jaw. The nose is black or brown, depending on the



Fig 18 : Cocker Spaniel

base coat color of the particular dog. This breed is known for its long silky fur and profuse feathering on ears, chest, belly and legs.

1.2. These are charming, sturdy little dog. They are energetic, active and playful. This is a highly adaptable breed. Cocker Spaniels are intelligent dogs that love to please their handlers and are easy to train.

2. German Shepherd Dog (Alsatian, GSD)

2.1. These are strong, alert, well muscled animals. The skull slopes into a long, wedge-shaped muzzle that ends in black nose. German Shepherds have mediumsized, almond-shaped eyes that are dark, alert, and expressive. Moderately long erect ears are broad at the base and tapering to pointed tip. Ears take a V- shape due to wide distance between them. They have bushy tails that hang down to the hock. Body is longer than height, which provides a beautifully balanced shape.



Fig 19 : German Shepherd

Image Courtesy:

https://www.purina.com.au/dogs/breeds/english-cocker-spaniel#.XtSvPFUza1s; https://en.wikipedia.org/wiki/German_Shepherd

2.2. A good German Shepherd dog is well balanced (with strong nerves) in terms of character, self-assured, as well as attentive and willing to please. GSD possesses instinctive behaviour, resilience and self-assurance and are suitable as a companion and guard for protection, service and herding.

3. Labrador Retriever

3.1. They have a broad head, a wide muzzle and medium-sized eyes. They have reasonably large ears with blunt pointed tips which hang close to the head on either side. Tail is thick at the base and gradually tapering to a blunt end. Body is muscular, broad and round with deep chest. Labrador dogs come in three colors: black, chocolate/ liver or yellow.



Fig 20 : Labrador Retriever

3.2. They are truly "man's best friend," and are at their happiest when engaged in

family activities. Labrador is loyal, loveable, happy and friendly to all. They possess a strong desire to please the master and are willing to do anything for receiving some affection and a treat. They are described accurately as good tempered and a devoted companion.



Fig 21 : Labrador & Cocker Spaniel pups under training at CCC

Image Courtesy: https://www.britannica.com/animal/Labrador-retriever

Appendix –IV: Score Card for Selection of Pups (Para 3.3, Chapter 3)

Name	:
Colour	:
Sex	:
Breed	:
DOB	:
Registration No.	:
Microchip No.	:
Date of registration	:

Health Parameters

S. No.	Details	Purpose	Observation	Judgment (check the box- es with a tick√ or ×)
1	Eyes	Health		
2	Ears	Check up		
3	Coat	-		
4	Limbs	-		
5	Body			
6	Vaccination Record			

Note: All boxes should have $\sqrt{}$ marks for selection, even if one box is marked \times the pup should be rejected.

Tests for Temperament and Drive

S. No.	Test	Purpose	Judgment	Score
1.	Social Attraction	Degree of social attraction to people.	Came readily, tail up, jumped, bit at hands	1
		Confidence and dependence	Came readily, tail up, pawed, licked at hands	2
	Pack Drive	Came readily, tail up	3	
		Came readily, tail down	4	
		Came hesitantly, tail down	5	
			Didn't come at all	6

2. Followi	Following	owing Willingness to follow a person Pack drive	Followed readily, tail up, got un- derfoot, bit at feet	1
			Followed readily, tail up, got un- derfoot	2
			Followed readily, tail up	3
			Followed readily, tail down	4
			Followed hesitantly, tail down	5
			Didn't follow or went away	6
3.	Restraint	Degree of dominance or submissive tendency, and ease of handling in difficult situations. Fight or Flight drive	Struggled fiercely, flailed, bit	1
			Struggled fiercely, flailed	2
			Settled, struggled, settled with some eye contact	3
			Struggled then settled	4
			No struggle, no eye contact	5
			No struggle, straining to avoid eye contact	6
4.	Social	Degree of acceptance of social dominance by a person	Jumped, pawed, bit, growled	1
			Jumped, pawed	2
			Cuddled up to tester and tried to lick face	3
			Squirmed, licked at hands	4
			Rolled over, licked at hands	5
			Went away and stayed away	6
5.	Elevation		Struggled fiercely, tried to bite	1
			Struggled fiercely	2
			Struggled, settled, struggled, set- tled	3
			No struggle, relaxed	4
			No struggle, body stiff	5
	-	No struggle, froze	6	

6.	Retrieving	Degree of willingness to do something for us.	Chased object, picked it up and ran away	1
	A key indicator for ease or difficulty in	Chased object, stood over it, did not return	2	
		training Prey Drive	Chased object, picked it up and returned without it to tester	3
			Chased object and returned without it to tester	4
			Started to chase object, lost interest	5
			Did not chase object	6
7.	Touch	Degree of sensitivity to	8-10 counts before response	1
	Sensitivity	touch	6-7 counts before response	2
		-	5-6 counts before response	3
			2-4 counts before response	4
			2-3 counts before response	5
8.	Sound Sensitivity	Prey Drive	Listened, located sound, walked towards it barking	1
		Listened, located sound, barked	2	
			Listened, located sound, showed curiously, walked towards sound	3
			Listened, located sound	4
			Cringed, backed off, hid	5
			Ignored sound, showed no curiosity	6
9.	Sight	Sight Degree of response to Sensitivity as chasing bicycles, - children etc.	Looked, attacked and bit	1
	Sensitivity		Looked, barked and tail up	2
			Looked, curiously, attempted to investigate	3
			Looked, barked, tall-tuck	4
			Ran away, hid	5

10.	Stability	Degree of startle response to strange	Looked and ran to the umbrella, mouthing or biting it	1
		objects. Fight or Flight drive	Looked and walked to the umbrella, smelling it cautiously	2
			Looked and went to investigate	3
			Sat and looked, but did not move toward the umbrella	4
			Ran away from the umbrella	5
			Showed no interest	6
11.	Structure	Degree of structural soundness	The puppy is correct in structure	1
		Good structure is necessary	The puppy has a slight fault or deviation	2
			The puppy has an extreme fault or deviation	3
12.	Final Score*			
13.	Recom- mendation	Selected/Rejected		

(*Lesser the score, higher the selection rank.)

(Signature)	(Signature)	(Signature)
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Note: The selection Committee shall comprises of representatives of DOL & CCC and a registered veterinary practitioner.



Fig 22 : Ms. Ranjana Jha, CCC (P), Delhi & Dr. Anees C., DC, DOL selecting pups for the Ist batch of CCC

Score Card : Adopted from Joachim Wendy Volhard, 2003

Appendix-V: Training Schedule (Para 3.8, Chapter 3)

General

1. On the first day of the training, the handlers will be oriented to the course content, performance, expectations, standard of conduct and dismissal. Daily schedule will be divided into outdoor and indoor periods, as follows:

i. Outdoor periods	:	06 per day (40 minutes each)
ii. Indoor periods	:	02 per day (45 minutes each)

During the training, pups should strictly not be subject to physical punishment/ beating etc. Training should be based on encouragement and reward.

Outdoor Training

2. The outdoor training will be divided into two parts and will cover the following

a. Basic Obedience: 12 weeks (3 months): During the basic obedience training, the pup will be taught to obey the order by voice and action of the handler, as follows:

Heel walk with / without Leash	Roll
Sit	Come
Stand	Speak & Quiet
Down	Stay
Rest	Refusal of food from
	stranger

b. Specialized Training: (Narcotic/Wildlife/Tobacco/Currency detection etc): 20 Weeks (5 months): The pups on completion of basic obedience training will be tested and assessed and successful pups will be imparted specialized training in second phase for detection of Narcotics/Wildlife/Tobacco/Currency, as follows:

- i. Observation of dog's preferences motivation and rewards to detector dog, team work skills, lead, stimulus and voice control, awareness on target and non-target odours, cross contamination of odours, integrity of training aids, search techniques etc;
- Training on different kind of scents narcotics scent kits (such as heroin, marijuana, cocaine, methamphetamine, estacy etc.), wildlife specimens, tobacco specimens, currency specimens etc.;
- iii. Scent discrimination;
- iv. Identification and exercise on signals like seek, find etc.; and
- v. Practical test

During the outdoor training sessions, the dog and the handler shall be given field exposure at Baggage Stations, Foreign Post Offices, Cargo, Container and Courier Stations. They shall be trained to explore various environments like buildings, vehicles, luggage, packages, parcels, mails and humans.

Indoor Training

3. The indoor training will be divided into three parts – general and administration, kennel management and general/ health care of detector dogs. The handlers shall be provided with printed materials wherever required for reference and future use. Departmental officers/experts/veterinarians etc. will be invited for delivering lectures. Daily two periods of 45 minutes each will be devoted for indoor classes for various topics as follows:

- a. General and Administration
 - i. Qualities of Handlers;
 - ii. Selection of Detector Dogs for Customs;
 - iii. Duties of Handler /MTS-K9;
 - iv. Rights of detector dogs;
 - v. Do's and Dont's while training a dog;
 - vi. Documentation of dog correspondence;
 - vii. Transportation of detector dogs;
 - viii. Handling emergency situations veterinary emergencies / road accidents;
 - ix. Maintaining history sheets of the dog; and
 - x. Do's and Don'ts of working with Detector Dogs

b. Kennel Management

- i. Site selection for kennel
- ii. Hygiene and sanitation of kennel and area surrounding kennel
- iii. Bathing and bedding
- iv. Balanced diet for dog and daily diet regimen
- c. General / Health Care of Detector Dog
 - i. Maintenance of items in Dog Kit
 - ii. Daily grooming
 - iii. Understanding K9 senses (sight, smell, touch, taste, hearing)
 - iv. Controlling unwanted behaviour
 - v. Controlling bad habits

- vi. Need for play and exercise
- vii. Fundamentals of K9 detection
 - a. Anatomy, physiology and behaviuor
 - b. Prevention of smuggling of contrabands-basics
 - c. Profiling of smugglers, baggages and parcels-basics
- viii. Work atmosphere at Airports, Sea Ports and other Customs Stations
- ix. Security precautions fundamentals
- x. Introduction to thermometer and taking temperature
- xi. Signs of healthy / sick dogs
- xii. Understanding importance and schedule of vaccination
- xiii. Ageing of dog and caring for elderly dog
- xiv. Major health issues
 - a. Symptoms of diarrhoea / dysentery and its control
 - b. Ticks/ectoparasites- symptoms and management
 - c. Heat stroke symptoms and management
 - d. Worms kinds, symptoms and management
 - e. Skin infections eczema / scabies / fungal infections symptoms and management
 - f. Rabies symptoms
 - g. Canine Distemper symptoms
 - h. Kennel Cough symptoms
 - i. Leptospirosis symptoms
 - j. Bone, muscle and joint disorders and management
 - k. Eye and ear disorder
 - 1. Management of poisoning, bites, stings, abscess and wound.



Fig 23 : Indoor Training

Appendix-VI: Cleaning schedules for Kennel (Para 4.6, Chapter 4)

- 1. Daily Schedule
 - i. Daily dusting of doors and windows;
 - ii. Removing faeces and other excreta, if any;
 - iii. Sweeping the floor of the kennel, washing with disinfectant and mopping to dry it;
 - iv. Cleaning the drain channel and removal of any faecal material and stagnant water; and
 - v. Brushing the blankets thoroughly to remove dirt and adhering hairs.

It must be ensured that the kennel is completely dry before placing the dogs back.

- 2. Weekly Schedule
 - i. Washing the kennel walls and inspecting crevices and cracks in the floor and walls for ticks. However, ideally there should not be any crevices and cracks in the kennel and if noticed, they should be repaired soon;
 - ii. Flaming the kennel;
 - iii. Cleaning the soiled beddings by washing and drying in sun; the sleeping boards should be scrubbed with soap and water and should be completely dry before returning them to kennels;
 - iv. The blankets shall be dried under sunlight; and
 - v. Dusting of walls and roof.

Appendix- VII: Composition of heavy meal and light meal (Para 5.1, Chapter 5)

Heavy meal	Light meal
Chappathi -500 g,	Boiled rice - 200 g
Boiled green grams/ rajma - 300 g	Chapattis - 200 g
Boiled egg - 1 No.	Vegetable soup - 200 ml (mixed with chappathi)
Meat -500 g	Salt - 1/3 teaspoon
Boiled vegetables - 300 g	
Fish liver oil - 10 ml	
Vitamin and mineral supplements - 2 teaspoons, Salt - 1 teaspoon	

Note: The above ration is suggested for an adult dog of 30 kg body weight.



Fig 24 : Meals

Appendix- VIII: Normal and abnormal appearance of various organs (Para 5.11, Chapter 5)

S. No.	Organs	Normal	Abnormalities to look for
1	Еуе	Eyes are bright and clear, con- junctival membrane-healthy pink	Discolouration/discharge/cloudi- ness/swelling
2	Nose	Shiny and moist	Discharge/sneezing/dry appearance
3	Ear	Small amount of brownish wax in the vertical canal	Reddish discolouration/discharge/ swelling/shaking of ear
4	Mouth	Gums and inner lips should be healthy pink	Discolouration of gum/bad breath/ persistent drooling
5	Coat and skin	Glossy, soft and pliable The un- dercoat is thicker in cold weath- er and sheds in hot weather	Reddening, scabs, scratching, ab- normal shedding, loss of hair in spots, dryness, presence of fleas or ticks
6	Feet and legs	Foot pads should be free of for- eign objects, cuts, bruises and abrasions.	Foreign objects, cuts and bruises and abrasion of the pads Long, broken, or split nails Loosely attached dewclaws (should be removed by a veterinarian) Wounds, swelling, or sores on legs

7	Genital area	In male dog, the penis is located in a sheath of skin 'prepuce'. A small amount of greenish- yel- low discharge at the end of the sheath is normal. In a female dog, the external genital opening –vulva- contains no discharge	Males: Large amount of discharge present Bleeding from sheath Blood in urine Swelling, reddening, or scabbing of the scrotum (the pouch around the testicles) Females: Reddening of the vulva or the skin in the genital area Discharge Blood in urine Increased urination Frequent unsuccessful attempts to
8	Anal area	Anal gland present on either side of the rectum near the anus	urinate Swelling or reddening of the skin in the area of the anus Biting at the rectum area Soft or watery stool Blood in the stool Worms or segments present in the stool Difficulty in defecation
9	Others		min, heart rate 70-160/min and normal range for vital signs in a dog.

Appendix-IX: Clinical emergencies and Remedies (Para 5.13, Chapter 5)

1. Allergic Reactions: The dog may develop allergy in response to some food items, vaccines, insect bites, stings or environmental stimulus. The clinical signs associated with the condition are fever, vomiting, diarrhoea, scratching, swollen face, breathing trouble and weakness.

- Take the dog to a veterinarian immediately;
- Allergic reactions should be treated as soon as possible to prevent shock*.

2. Bleeding: In the case of an external bleeding (blood is flowing from an open wound)

- Apply direct pressure to the wound area (the dog's foot or leg bleed profusely);
- Use a sterile bandage or a clean handkerchief, or pinch the wound edges together with fingers;
- Apply a pressure bandage as soon as possible;
- Provide warmth to dog by covering it in a blanket; and
- Immediately take the dog to a veterinarian

3. Burns: Burns can be caused by heat sources, chemicals or radiation and they cause partial/complete tissue damage. Do not apply ice, butter or any other ointment unless directed by the veterinarian. Avoid direct sunlight. If direct sunlight is unavoidable, apply sunscreen to vulnerable areas on dog's body, especially shaved areas.

Thermal Burns:

- Apply cool water with a clean (sterile) cloth; this may prevent the burn from penetrating deeper into the tissues; keep the site cool and wet;
- Do not break any blisters that may have formed;
- Do not apply any ointments or butter-like substances;
- Do not apply ice to the burn; and
- Carefully take the dog to a veterinarian

*Shock is the sudden occurance of state of insufficient blood flow to the tissues of the body as a result of problems with the Circulatory system. Initial symptoms of shock may include weakness, fast heart rate, fast breathing, sweating, anxiety, and increased thirst. The consequences are fatal if not attended to immediately.

Chemical Burns:

- If the burn is from a dry chemical, brush away as much of the substance as possible;
- Wash the contaminated area with large amounts of warm water;
- If the chemical entered into the dog's eyes, flush with clean water or sterile saline for 15-20 minutes;
- Do not apply any ointments or butter-like substances;
- Do not apply ice to the burn; and
- Carefully take the dog to a veterinarian

4. Foreign Bodies in Mouth: Dog accidentally eat materials other than food which may get lodged in mouth.

- Try to remove the object by massaging the throat upward;
- Get help from anyone available, if needed; and
- Carefully take the dog to a veterinarian

5. Fractures: Fractures are the breaks in a bone. A fracture can be simple or compound. If the fracture is contained within the skin, it is a simple fracture. A protruding type is a compound fracture.

- Immediately restrain the dog to prevent further injury to the fractured area;
- Keep the dog quiet and warm to prevent shock; and
- Carefully take the dog to a veterinarian

6. Insect Bites: As insect bites lead to allergic shock, it should be managed as early as possible. If the reaction is local and mild, swelling and pain develop only at the sting site. If the reaction is severe, there is swelling all over the body.

- Remove the sting from the site;
- Keep the dog calm, clean the site and apply ice in the case of local reaction; and
- Carefully take the dog to a veterinarian

7. Poisoning: Dogs get poisoned by different items like chemicals (insecticides, cleaning solutions etc), poisonous plants and poisonous animals (snakes and toads). The accompanying signs are drooling, vomiting, fatigue, convulsions and severe diarrhoea soon after ingesting poison.

- Keep the dog quiet and warm to prevent shock;
- Identify the source of poisoning if possible; and
- Carefully take the dog to a veterinarian

8. Profuse Diarrhoea: Diarrhoea can be often a symptom of more serious illness.

- Provide the dog with plenty of water and oral rehydration solution;
- If diarrhoea persists for more than 12-24 hours, seek veterinary attention; and
- A bland diet (cooked rice with white chicken meat) is provided in consultation with a veterinarian

9. Seizures: Seizures happen when there is a sudden disturbance in brain function. Seizures may be caused by low blood sugar, liver disease, lack of oxygen, infection, poison, or brain tumours. If the seizures recur, the condition is known as epilepsy.

- If seizure is of mild nature, try to gain dog's attention; this action might prevent a severe seizure from developing;
- If the seizure is severe, and last for more than a minute, clear all objects away from the dog, wrap it in a blanket and surround it with cushions to prevent the dog from injuring itself;
- After the seizure, keep the dog calm and confined; unwrap the blanket from the dog; and
- Take the dog to a veterinarian, inform the veterinarian about the time of occurrence, duration, time period after last meal etc.

10. Trauma: Trauma often leads to shock. Heart rate and respiration rate will be high. dog may not respond normally. Sometimes internal injury will occur, even though animal is apparently healthy.

- Keep the dog calm;
- If external bleeding is noticed, apply pressure at the bleeding site; and
- Carefully take the dog to a veterinarian

11. Vomiting: It may be a sign of underlying illness. Look for signs of foreign materials in mouth or strange food in the vomit.

- Empty the stomach by starving the dog for 4-6 hours;
- Provide light meal. If the dog eats light meal without any vomiting, they can be kept on this diet for the next 24 hours. Then gradually feed the normal diet; and
- If vomiting persists for more than 24 hours, take the dog to a veterinarian

12. Common Diseases: Some of the most common diseases that afflict dogs are: Leptospirosis, Canine Distemper, Infectious Canine Hepatitis, Rabies, Parvoviral Infection, Kennel Cough, Rotavirus Infection and Ehrlichiosis. Follow vaccination and deworming schedule scrupulously.

- Look for abnormalities in daily check up;
- Follow the emergency guidlines prescribed for common symptoms such as diarrhoea, vomiting, seizure etc; and
- Take the dog to the veterinarian without delay



Fig 25 : VET Clinic - Nexy with handler Ramesh Kumar

Appendix-X: Vaccination Schedule (Para 5.14, Chapter 5) (Para 3.2, Chapter 3)

S.	Disease	Inoculations			
No.		First	Second	Booster	
1.	Rabies	12 weeks	18 weeks	Annually	
2.	Canine Distemper	8 weeks	12 weeks	16 weeks	
3.	Parvo Viral Infection	8-9 weeks		Annually	
4.	Rabies, CanineDistemper,Leptospirosis,InfectiousCanine HepatitisInfectious	8 weeks	11 weeks	One year after sec- ond dose	
5.	Canine Distemper, Infectious Canine Hepatitis	7-9 weeks	12-14 weeks	Annually	
6.	Leptospirosis and Parvo Viral Infection	7-9 weeks	12-14 weeks	Annually	

Appendix- XI A: Daily work schedule at CCCs (Para 3.8, Chapter 3)

Time	Activity		
5.30 AM	Kennel out.		
5.50 AM	Return to the kennel. Measuring the temperature. Record the temperature in the tempera- ture recording register. Abnormal temperature to be reported imme- diately.		
5.55 AM	Line up for Physical Training.		
6.00- 6.45 AM	Physical Training. Handler and dog will jog/run at least 2 km. Other basic exercises. As instructed by K9 Trainers.		
6.45-7.45 AM	Breakfast time for handlers. Snacks for dogs (One egg and 300 ml Milk).		
7.45- 8.30 AM	M Obedience/specialized training.		
8.30-8.35 AM	Break.		
8.35- 9.20 AM	Obedience/specialized training.		
9.20-9.45 AM	Grooming.	Rest for the pups	
9.45- 10.00 AM	Feeding.		
10.00 AM on- wards	n- Indoor training/specialized training.		
3.30 –3.40 PM	Measuring and recording the body temperature.	R	
3.40 PM	Line up.		
3.45-4.30 PM	Obedience/specialized training.		
4.30 PM Break.			
4.30-5.15 PM	Obedience/specialized training.		
5.15- 5.45 PM	Feeding; Back to Kennel.		

Note: A gap of minimum 2 hours may be kept between feeding and outdoor training of dogs.

Appendix- XI B: Daily work schedule at K9 Squads in the field (Para 7.1, Chapter 7)

Time	Activity	
5.30 AM	Kennel out.	
5.50 AM	Return to the kennel; Measuring the temperature.	
5.55 AM	Line up for Physical Training (PT).	
6.00- 6.45 AM	PT. Handler and dog will jog/run at least 2 km. Other basic exercises. Those dogs on night duty are exempted from next day morning PT.	
6.45-7.45 AM	Breakfast time for handlers. Snacks for dogs (One egg and 300 ml Milk).	
7.45-8.15 AM	Grooming.	
8.15- 8.45 AM	Feeding.	
8.45- 10.00 AM	Break.	
10.00 AM onwards	Deployment in day shift duty.	
3.30 –3.40 PM	Measuring and recording the body temperature.	
3.40 PM	Line up for PT.	
3.45-4.30 PM	PT.	
4.30 PM	Break.	
5.15- 5.45 PM	Feeding. Back to Kennel/ Night Shift Duty.	

Note 1: A gap of minimum 2 hours may be kept between feeding and deployment of dogs.

Note 2: Superviser/SI-K9 shall schedule the duty of K9 units in such a way that under no circumstances a K9 unit will miss PT for more than two occasions in a week.

Note 3: Maintenance Training shall be imparted at the frequency as mentioned in chapter-3.

Appendix-XII: Registers and Reports (Para 7.15, Chapter 7)

A. Registers

1. Master Ledger

The first page of the register shall have the following information:

Name:

Microchip No:

Registration No:

Date of birth:

Breed:

Colour:

Sex:

2. Attendance Register

Date	Morning PT	Evening P T	Monthly Maintenance Training
1	Dog No.1		
2	Dog No.2		
3	Dog No.3		
4	Dog No.4		
5	Dog No.5		
			Signature of Trainer

3. Health Register

It is divided into 4 sections to incorporate records of vaccination, deworming, regular checkups and diseases.

3.1. Vaccination Record

Date	Vaccinated against the disease	Remarks	Name and Signature of Veterinarian

3.2. Deworming Record

Date	Generic name of the med- icine administered	Remarks	Name and Signature of Veterinarian

3.3. Regular checkups

Date	Monthly / biannually	Test con- ducted	Findings	Remarks	Name and Signature of Veterinarian

3.4. Weight Recording

Date	Weight (Kg)	Remarks	Signature of Handler

4. Temperature Recording Register

Date	Temperature (° F)	Remarks	Signature of Handler

5. Duty Register

Date	Time in	Time out	Duration of the duty	Remarks on the performance (Satisfactory/not, any interruptions)	Name and Signature of Supervisor/SI-K9

6. Kennel Inspection Register

Re-	Kennel	Cleanli-	Cleanli-	Cleanli-	Presence	Sugges-	Signature
cord	No.	ness of	ness of	ness of	of dirt/	tions/	of Inspec-
		walls and	utensils	Bedding	dust/	remarks	tor/Super-
		floor			Faeces		intendent
					etc		Customs

7. Dead Stock Register

S.No	Date of Purchase	Invoice No.	Item Description	Qunatity	Date of Disposal	Signature of Supervisor

B. Reports

1. Monthly report to be submitted by the Commissionerates having K9 Squads to DOL by 5th of every month.

Status report of K9 Squad for the month of _____, ___(Year)

:_____

Zone

Commissionerate

A. Details of K9 Squad

Total number of detector dogs in K9 Squad:

:___

S.No	Details of detector dogs	Details of Handler	Date and place of present deployment	Details of supervising officer
1.	Microchip No	Name		Name
	Name	Designation		Designation
	Breed	Date of Birth		Contact no
	Breed Certificate No.	Date of Intial		Email id
	Sex	Appointment		
	Date of Birth	Date of		
	Age	Promotion		
		Contact no		

B. Performance of K9 Squad during the Month

S	.No.	Name of Detector Dog	Total no. of hours deployed	Total no. of cases detected during the month	Type of goods detected during the month	Details of de- tection including value, duty, descrip- tion etc.
1	•					

Note: Good quality photographs of seizures, tranning etc. may also be sent in digital form.

2. Monthly report to be submitted by CCCs to DOL by 5th of every month.

Status report for the month of _____, ___(Year)

A. Details of training

(i) Details of pups undergoing training.

S. No.	Microchip No	Name	Breed	Sex	DOB	ASI / Handler
1.						

(ii) Details of handlers undergoing training.

S. No.	Name	Commissionerate	Post	Contact No.	Name of Dog Alloted
1.					

(iii) Details of trainers available.

S. No.	Name	Contact no.	Contract Valid Till
1.			

(iv) Is there any pup (s) without a handler? If yes, details?

B. Details of Artificial Scent Kits:

S. No.	Type of scent kit	Manufacturer Details	Total no. of Kits	Expected Date of Consumption
1.				

C. Refresher training conducted during the month.

S. No.	Microchip No	Name of Dog	Name & post of Handler	Commissionerate	Contact No. of handler
1.					

D. Expected date of completion of training of present batch:

E. Expected date of commencement of next batch:

S.No	Name of the item	Quantity needed/ dog	Life period of the equipment	
1.	Grooming Brush large	1	6 months	
2.	Grooming Brush small	1	4 months	
3.	Towel hand	1	3 months	
4.	Comb	1	2 months	
5.	Ground sheet	1	1 years 2 years	
6.	Blanket	1		
7.	Neck collar large	1	6 months	
8.	Neck collar Medium	1	6 months	
9.	Neck collar with stud	1	2 years	
10.	Rubber ball	1	3 months	
11.	Muzzle cover leather	1	03 years	
12.	Box steel	1	05 years	
13.	Lock	1	05 years	
14.	Dumbbell (wooden)	1	02 years	
15.	Leather gloves	1 pair	05 years	
16.	Torch metal	1	05 years	
17.	Torch cell	2	06 months	
18.	Silent Whistle	1	05 years	
19.	Side leash rope	1	06 months	
20.	Side leash leather	1	06 months	
21.	Side leash nylon	1	02 years	
22.	Tracking leash	1	02 years	
23.	Training leash	1	03 years	
24.	Chain choke collar	1	Whole life	
25.	Body harness	1	01 year	
26.	Feeding plate aluminium	1	15 months	
27.	Coat (waterproof)	1	40 months	
28	Pooper scooper	1	9 months	
29	Body camera	1	2 years	
30	Nail clipper	1	6 months	
31	Walkie Talkie	1/unit	2 years	
32	Satellite phone (depending on the terrain)	1/unit	1 year	
33	Weighing machine	1		

Appendix- XIII: Work Equipment

Appendix-XIV

Performance Record of Indian Customs K9 Squads

S. No.	Place of detec- tion	Name of Detector Dog	Name of Dog Handler	Date/FY of detection	Narcotics Detected	Weight (in kgs)
1. NSCBI Airport, Kolkata		Celin (Labrador) DOB: 02.04.2012	Tapan Halder	19.06.2014	Hashish	15.5
	EasterGoutam(Labrador)HelaDOB:29.04.2012	Goutam Hela	24.12.2019	Blackish Brown Coloured Semi- solid Hashish	7	
			16.01.2020	Blackish Brown Coloured Semi- solid Hashish	7	
2.	ICP, Attari	Dager (Labrador)	Mangal Singh	29.06.2019	Heroin and	532
		DOB: 02.04.2012			Mixed Narcotics	52
3.	CSMI	Detector	Dog	2013-14	Methaqualone	287.27
	Airport, Mumbai	Airport, Dog Hand Iumbai	Handler	Iandler	Amphetamine	22.75
	Iviumoai				Ketamine	9.56
					Cocaine	0.93
					Ephedrine	45.9
				2014-15	Ephedrine	9.9
				2015-16	Methaqualone	86.913
					Amphetamine	8.924
					Hashish oil	0.418
				2016-17	Ephedrine	2.072
					Methamphet- amine	2.68
				2017-18	Methaqualone	13.92
					Ganja	7.706

Appendix-XV: Customs K9 Centres

Directorate of Logistics establishes Customs K9 Centres (CCC) to impart mandatory training to the pups and the handler. First CCC has been established at Attari, Amritsar and was inaugurated on 15.02.2020 and training of 1st batch of 11 pups was started. Apart from narcotics, training in tobacco detection is also imparted for the first time in India during the maiden course at CCC Attari. In due course of time, the centre is expected to imbibe international best practices and gradually evolve to train pups for currency and wildlife detection and meeting the department's future/unique needs like 'gold paste' detection for which efforts are underway and may be taken in the next batch.

Non-recurring expenditure to establish the centre was sanctioned from the 1% incremental revenue scheme of DOL. About Rupees five crores have already been sanctioned for operationalizing and modernization of the Centre including setting up of hostel for trainees. The centre has modern infrastructure including kennels, secured training ground, conference room, lecture halls, hostels, canteens and a veterinary centre with operation theatre etc. The centre can impart training to 20 pups in a batch.

Creation of two more such CCCs in various geographical zones of the country are planned to be established in due course of time to raise and maintain a strong, efficient and reliable Customs K9 Squad. Board has already indicated the establishment of one more CCC, preferably in South India. Possible locations are yet to be decided. They will meet the department's future requirement of thousand odd K9 units and one of these centres may evolve into a Customs K9 Breeding Centre.



Fig 26 : Inauguration of CCC by Dr. John Joseph, Member, CBIC on 15.02.2020







DIRECTORATE OF LOGISTICS

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