

Preparing for a Breeding-and-Transfer Plan

Check off items to ensure you are ready to plan.
Some plans may be conducted electronically.

Eight weeks in advance

- Send your up-to-date studbook for data validation to the Population Management Center (kkovar@lpzoo.org).
- Inform your SPMAG Advisor of your intentions to work with the PMC.

Four–six weeks in advance

- Address data issues as instructed in your data validation feedback. Doing the following will enable the PMC to work with you at the meeting to create an analytical studbook:
 - “Unknown” parents in the pedigree—you will need to consider whether any of these unknown parents might have been wild-caught (or at least unrelated to other specimens in the studbook).
 - MULT parents—you will need to indicate the most-likely MULT to be the actual parent if possible
 - Create a list of your assumptions—**Do Not Alter Your True Studbook With Assumptions, Only Truths**
- Gather institutional wants and needs
 - Survey each institution as to what they want/need specifically in terms of breeding, holding, placing or receiving animals.
 - Obtain information on exhibits, holding facilities or social groups if applicable.

Three–four weeks in advance

- Inform the PMC of the expected meeting attendees
- Send your super-clean studbook (based on validation report) to the PMC for preliminary analysis. Include:
 - A .zip file of your studbook by e-mail or by mail on a CD (rather than a floppy disk)
 - Specimen-by-specimen documentation of your assumptions and/or unresolved parentage issues
 - A list of any animals to be excluded from the breeding population:
 - Non-participating institutions
 - Medical exclusions
 - Behavioral exclusions
 - Other
- Completed list of institutional wants and needs
- Completed Excel template (given to you by the PMC) of IR contact information. This will be used to determine the distribution list; include your contact information here.

Two weeks in advance

- Check in with your Population Management Center Advisor

Meeting day

Bring the following:

- A copy of your studbook on paper and on CD or flash drive.
- Any last-minute updates to the database.

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