

1 JULY 1998

Security



CONTROL OF PETS AND STRAY ANIMALS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the AFDPO/PP WWW site at:
<http://afpubs.hq.af.mil>.

OPR: 319 SFS/SFO (SMSgt. Lang)
Supersedes GFAFBR 125-6,
15 FEBRUARY 1994

Certified by: (Maj. Cowan)
Pages: 6
Distribution: F

This instruction explains base policies concerning the control of pets and stray animals and applies to all installation pet owners.

SUMMARY OF REVISIONS

Incorporates the change from Security Police Squadron to Security Forces Squadron.

Section A—Responsibilities:

1. Pet owners are responsible for the control, registration, immunization and care of their pets. They are also held liable when their pets harm individuals or damage property.

Section B—Control

2.

2.1. Pets must be kept under proper control. Proper control is defined as:

2.1.1. Confining an animal in an adequately fenced-in area or cage.

2.1.2. Ensuring the animal is on a leash at all times while outdoors.

2.1.3. Chaining a pet so it is restricted to the owner's property. While chained, the pet must not interfere with the public right of way (i.e. sidewalks, driveways etc.).

2.1.4. Individual responsible for controlling the pet is physically capable of providing the control.

2.2. A pet is not considered under proper control when it litters in someone else's yard, creates excessive noise, or bites an individual, regardless of whether the incident was provoked.

2.3. Pets are not permitted in the following areas:

2.3.1. Facilities serving or distributing food.

- 2.3.2. Hospital and Dormitories (except fish).
- 2.3.3. Temporary Lodging Quarters (TLQ).
- 2.3.4. Swimming Pool or Fitness Center.
- 2.3.5. Any area where animals may constitute a hazard to health or property.
- 2.3.6. EXCEPTION: Military Working Dogs and Seeing Eye Dogs can go anywhere as long as they are controlled.

Section C—Violations

3.

- 3.1. Violations of this instruction constituting an incident report require Squadron Commanders endorsement and an explanation of the circumstances and corrective actions taken to prevent the reoccurrence. This endorsement will be returned to the 319 SFS/SFOR.
- 3.2. Pet related incidents will be reviewed on a case by case basis. Pet owners face the possible removal of their pet from the installation in the following cases:
 - 3.2.1. The pet causes sanitary problems to others due to the owners neglect (to include health hazard within government quarters/housing).
 - 3.2.2. Excessive noise.
 - 3.2.3. Bite or Injury.
 - 3.2.4. Inadequate care or treatment.
 - 3.2.5. Property damage.
 - 3.2.6. The owner's failure to vaccinate or register the pet.
- 3.3. The first time a pet is involved in a biting incident the owner will be required to explain to the 319 SPTG Commander, in writing, why their pet should not be permanently removed from the installation. If a second biting incident occurs, 319 SFS/SFAR will forward a letter to the 319 SPTG Commander requesting the animal be removed from the installation. Owners must also provide liability insurance coverage if their pets cause injuries and may be held responsible for reimbursing the government for medical expenses incurred because of the pet bite.
- 3.4. In cases of suspected abuse or neglect Security Forces may request the assistance of Veterinary Services in conducting its investigation.

Section D—Impoundment And Claim

4.

- 4.1. A Security Force patrol may impound animals in the following cases:
 - 4.1.1. To protect a pets health, welfare or safety. Example: When a pet animal is left outside, depending on the breed, during extreme hot/cold without adequate shelter.
 - 4.1.2. When a pet is running loose or involved in a pet incident.

- 4.1.3. When quarantine is required.
- 4.1.4. When a pet is in danger or has been injured.
- 4.1.5. When base personnel capture stray pets and deliver them to the Security Forces Base Defense Center (SFBDC), at Building 103.
- 4.2. A Security Force patrol will transport captured pets to the Grand Forks Humane Society as soon as possible.
- 4.3. Pet owners may call the SFBDC or Humane Society to inquire about their missing pets.
- 4.4. Desk Sergeants will identify all base personnel claiming pets from the Humane Society and instruct them to report to the SFBDC for the following processing:
 - 4.4.1. The owner will be charged a \$40 pickup/impoundment fee and will be charged \$1 for each 24 hour/fraction of 24 hours that security forces maintained the pet. The fees are in addition to any charges imposed by the Humane Society.
 - 4.4.2. The SFBDC controller will prepare a DD Form 1131, Cash Collection Voucher. One copy of the DD Form 1131 will be given to the sponsor. The sponsor will pay the applicable fee in the following manner:
 - 4.4.2.1. During duty hours, the sponsor will take the DD Form 1131 to Base Finance (Accounts Receivable). The sponsor must provide the controller a signed copy of the DD Form 1131 immediately after making the payment.
 - 4.4.2.2. During non-duty hours, pets will be released to the sponsor. The controller will instruct the sponsor to go to Base Finance (Accounts Receivable) the next duty day with the DD Form 1131 and pay the required fee. The sponsor must provide the controller a signed copy of the DD Form 1131 immediately after making the payment.
- 4.5. The Grand Forks Humane Society may dispose of unclaimed animals after 5 days.

Section E—Registration

5.

- 5.1. Owners will register their dogs and cats with the Veterinary Treatment Facility (VTF) within 30 days of arrival on GFAFB, within 30 days of acquiring a new pet, and annually thereafter via certification of rabies and distemper combination vaccinations. If registration is not completed during these grace periods, there will be a \$5 administration fee, plus a \$2 user fee (mandated by Congress) assessed. If the vaccination status is unknown or the vaccination was performed more than one year prior to the date of registration, the vaccinations must be repeated. Animals under 4 months of age will be registered at the VTF and upon attainment of the minimum age (4 months) to receive vaccinations, will be annotated on the DD Form 2208, Rabies Vaccination Certificate. One copy will be maintained by the owner and one at the VTF. The base veterinarian will forward animal registration/vaccination information to the SFBDC. Registration tags will be worn by dogs and cats at all times when the animal is out of the owner's domicile.
- 5.2. Horses are registered on base by proof of a negative Coggin's test for Equine Infectious Anemia from an approved laboratory. All horses will be Coggin's tested upon entry into quarantine and released upon receiving results of a negative test. Horses must also be vaccinated for rabies, eastern

and western encephalitis, tetanus and influenza within the last 12 months before entering the installation and will undergo a quarantine period as specified by the base veterinarian. Horses will only be entered into quarantine upon direction of the VTF. To remain on the installation after quarantine, horses must have yearly rabies, tetanus, influenza and encephalitis vaccinations and Coggin's testing and quarterly de-worming IAW Herd Health Program.

5.3. Owners will notify the VTF within 14 days if the pet is sold, given away, dies, is vaccinated by a civilian provider or leaves the owners control.

5.4. Guests are not required to register their pets, however, sponsors will ensure compliance with control and vaccination requirements.

Section F—Animal Bite Procedures

6.

6.1. Animal bites and scratches can result in serious infection and must be treated promptly when the skin has been broken. Any individual or base agency aware of such injuries must report the incident to the SFBDC immediately and:

6.1.1. Aid any injured person in attaining medical treatment. The 319 Medical Group Family Medicine Clinic will immediately treat, or will arrange treatment, for all animal bites/scratches and will report the incident to the SFBDC (if not already notified) and the Military Public Health office. A DD Form 2341, Report of Animal Bite/Potential Rabies Exposure will be started by Clinic personnel.

6.1.2. Make every reasonable effort to identify and detain the animal in question until contacted by base veterinary personnel.

6.2. Security Force Action for Animal Bites:

6.2.1. When notified, the controller will make an entry in the SFBDC blotter. An Incident Report will be accomplished if the animal bites a person other than its' owner or family member.

6.2.2. Advise the bite victim to obtain immediate medical attention if the skin has been broken.

6.2.3. Identify the animal and its owner, if possible, and ensure the animal is controlled. Strays wearing base rabies tags (up to three years past vaccination) may be researched using the tag number and cross referencing it to the matching certificate.

6.2.4. If the animal does not remain on scene, attempt to identify the owner and the animal (i.e., type, color, size, and other characteristics). Search for the animal and advise the Family Medicine Clinic as soon as the animal has been located.

6.2.5. If the animal must be incapacitated, be cautious not to destroy or open the head cavity. It will be required for a laboratory rabies analysis. Refrigerate the animal immediately if death occurs.

6.2.6. Brief the Family Medicine Clinic on all details of the incident, if known.

6.2.7. As directed by the base veterinarian, quarantine the animal in the following manner:

6.2.7.1. Healthy animals, with an owner, will be left at home. Advise the owner not to destroy, release or otherwise remove the pet. Have them restrict the animal indoors and contact the Vet-

erinary Services during duty hours. (Note: A healthy animal is one that is eating and drinking fine and has had normal behavior excluding the current incident. It will have a good general appearance.)

6.2.7.2. Unhealthy animals should be handled with extreme caution and Veterinary Services should be contacted as soon as possible.

6.2.7.3. Stray animals that cannot be matched to an owner will be transported to the Humane Society and placed in the designated kennel.

6.3. A licensed veterinarian or U.S. Army Animal Technician must examine all pets, which have bitten or scratched an individual, within 24 hours if surrounding circumstances indicate rabies transmission could have occurred. If rabies transmission is not suspected, animal will be examined the next duty day. A final examination will be conducted 10 days after date of bite or scratch.

6.4. The animal must be in quarantine for observation in the owners residence or in a facility identified by the VTF. Failure to present an animal for examination/quarantine when instructed could result in confiscation by Security Forces patrols. An HSC Form 53-R Animal Home Quarantine document will be reviewed, explained and signed by pet owners upon initial examination of the VTF.

Section G—Limitations

7.

7.1. Wild animals, to include skunks, raccoons, ferrets, poisonous/dangerous snakes and farm animals (except horses, ponies and rabbits) are not permitted on base as pets.

7.2. Animals imported by military aircraft must meet USDA and Air Force Regulations. Proof must be provided to the base veterinarian.

7.3. A maximum of 2 pets (excluding caged birds, caged small mammals and fish) are allowed in base housing units. A waiver, approved by the 319 SPTG Commander and filed at the Housing Management Office, is required for more than 2 pets.

7.4. Breeding animals for commercial use is not permitted. Litters of animals will only be provided veterinary care if the owner states, in writing, they are not commercial breeders (use FAMC Form 4902-VA, Statement of Eligibility for Animal care). Litters will be disposed of before 90 days of age. False certification may result in permanent loss of authorization for animals, involuntary termination of government quarters or other administrative or judicial actions.

7.5. Owners of horses stabled on the installation are required to abide by the yearly herd health program established by the base veterinarian. All illnesses or deaths of base horses will be immediately reported to the VTF. Failure to comply may result in termination of base pet privileges.

Section H—Pet Care Standards:

8.

8.1. To prevent abuse or neglect, owners will provide the following:

8.1.1. Wholesome food, free from contamination and of sufficient quality, must be provided to maintain the animal's good health. Animals will be fed daily (depending on the species) and only from or in clean receptacles.

8.1.2. Water, safe for human consumption and made frequently available.

8.1.3. Enclosures, large enough to allow for normal movement and to maintain health and comfort.

8.1.3.1. Kennels must provide enough room to allow the animal to stand fully erect, stretch out flat on its side, lay down with space in front of the head and behind the tip of the tail, and be able to turn around easily. All standards as set by the Code of Federal Regulations apply. (Note: Pet carrier kennels are not designed for permanent residence.)

8.1.3.2. Shelters, such as doghouses must provide protection from the sun, heat, cold temperatures and blowing wind or snow. It must allow for drainage and ventilation. All parts of the shelter and bedding must be cleaned or replaced as often as necessary to maintain a healthy environment. It is also recommended that it be elevated 2-3 inches.

8.1.4. Sanitation of the animals living areas, both indoors and outdoors, will be performed at least daily. This includes the removal of old food, any trash, and all feces.

Section I—Compliance:

9.

9.1. Failure to comply with this instruction may result in loss of authorization for pets, involuntary termination of government quarters, and possibly other administrative or disciplinary actions.

JAMES A. HAWKINS, Brigadier General, USAF
Commander