



**24.01.01.99.W2**

**Pets and Service Animals on Campus**

**Approved December 1, 2016**

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### **Procedure Statement**

The purpose of this procedure is to assist in protecting the health and safety of members of the West Texas A&M University (WTAMU) community. It is intended to cover everything from service animals on campus to personal pets, which are not service animals. For service animals, in laboratory or research environments, please refer to the EHS procedure on Service Animals:

[http://www.wtamu.edu/environmental\\_safety/faculty-sop.aspx](http://www.wtamu.edu/environmental_safety/faculty-sop.aspx).

This procedure cannot be expected to meet every situation that may occur as a result of other animals on campus. Procedures for situations not covered in this document should include notification for guidance to the University Police Department, Environmental Health and Safety (EHS), Risk Management, and other departments involved in the particular pet or animal issue.

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### **Responsibilities**

The owner of an animal that is brought to the WTAMU campus is responsible for the animal and is expected to maintain control of the animal at all times. Animals must be on a leash, in a harness, tethered, or in the owner's hands at all times in public areas on campus unless the devices interfere with the animal's ability to perform work or task. Any animal bites, including those causing injury or breaking the skin or causing property damage, must be immediately reported to UPD at #911. Owners are also responsible for all care and clean-up of animal activities, including animal wastes, while on University property.

Animals are permitted on campus only under the following conditions:

- Service animals, including those guiding the blind, the visually handicapped, the hearing impaired, or the physically disabled.

- **Guide dogs guiding the blind, the visually handicapped, the hearing impaired, or the physically disabled. Documented approval is required by Student Disability Services for students with Emotional Support Animals (ESA). In addition, for both Service Animals and ESA's, the student must register their animal with the Office of Residential Living if the student will be living in the residence halls.**
- **Pets and other animals are permitted on University property only when they are properly licensed and under the direct control of an individual. Employees are not allowed to have pets in work areas or in course and scope of work duties.**

**Animals are permitted in University owned or leased buildings only under the following conditions:**

- **Laboratory animals used for research, observation, or demonstration purposes are permitted in University owned or leased buildings and are subject to EHS standard operating procedures, including Institutional Animal Care and Usage protocols. All laboratory animals are the direct responsibility of the person in charge of the project (please refer to: [http://www.wtamu.edu/environmental\\_safety/faculty-sop.aspx](http://www.wtamu.edu/environmental_safety/faculty-sop.aspx)).**
- **Animals associated with approved entertainment productions or promotional events are permitted in University owned or leased buildings and property only if the animals are under the direct control of their trainer or owner, and the appropriate exhibiter's licenses are provided. This includes the University buffalo mascot.**
- **Animals are permitted in University owned or leased buildings when they are engaged in safety or security work that has been authorized by University officials.**
- **Guide dogs are permitted in University owned or leased buildings while guiding the blind, the visually handicapped, the hearing impaired, or the physically disabled.**

**Animals are not permitted in University residence halls. The only exceptions are guide dogs, service and assistance animals, or animals engaged in safety or security work that has been authorized by University officials. Emotional**

support animals are allowed if previously approved by Student Disability Services and registered with the Office of Residential Living. Residential Living live-in staff (other than RAs) may apply to have a tagged pet in the staff member's apartment, as long as a pet staff agreement is approved. The Residential Living staff member is responsible for all potential damage and cleaning costs as provided in the signed pet agreement.

State law prohibits animals with the exception of service animals from public food service establishments. This includes the Dining Hall and all other food service areas associated with the University.

All animals, including those connected with laboratory experiments, entertainment productions, or promotional events must be treated in accordance with proper animal handling procedures while on University owned or leased property.


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**Contact Office**

**Vice President for Student Affairs**

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Approval

  
President/CEO

Date

11.30.16