



Ames Procedural Requirements

APR 1700.1

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COMPLIANCE IS MANDATORY

Ames Health & Safety Procedural Requirements

Chapter 41 - Animals in the Workplace Policy

41.1 Overview

41.2 Definitions

41.3 Animal Control

41.3.1 Domestic Animals

41.3.2 Working Animals

41.3.3 Service Animals

41.4 Responsibilities

41.1 Overview

This chapter establishes the Ames Research Center policy regarding all domestic, feral and wild animals other than those related to airfield management, research activity, or assistive duties, and provides guidance to supervisors and managers on accommodating animals which are allowed by this policy. This policy is designed primarily to maintain a safe healthy work environment with the Ames work site.

The purpose of this policy is to protect the Ames Research Center (ARC) including Moffett Federal Airfield community from hazards associated with or caused by animals, both domestic and wild. ARC recognizes that wild or feral animals often select the Moffett grounds as their habitat, this policy is intended to optimize the safety and health of ARC employees and visitors as it relates to animals in the workplace.

This chapter is applicable to all ARC facilities and grounds. It applies to all ARC Government employees as well as all contractor personnel on ARC grounds and buildings. Non-Ames and non-contractor personnel shall follow the provisions of this chapter while at Ames facilities.

[\[Back to Table of Contents\]](#)

41.2 Definitions

1. **Domestic Animal:** An animal that has been trained or adapted to living in a human environment; a pet.
2. **Feral Animal:** A once-domestic animal that has reverted to an untamed state.
3. **Wild Animal:** A non-domesticated animal living in its natural habitat.
4. **Research Animal:** An animal approved for use in research by the ARC Institutional Animal Care and Use Committee.
5. **Service Animal:** An animal trained to provide assistance to hearing impaired, vision impaired, and/or physically disabled persons (as defined by California Civil Code, Section 54.1 and 54.2) and tagged as a guide dog, signal dog, or service dog by identification tag issued by the county clerk, animal control department, or other agency, as authorized by Chapter 3.5 (commencing with Section 30850) of Division 14 of the Food and Agricultural Code.
6. **Working Animal:** An animal approved by ARC to provide services on-site (e.g., Airfield management bird/wildlife control program).

[\[Back to Table of Contents\]](#)

41.3 Animal Control

The abandonment of animals on ARC and Moffett Federal Airfield grounds is strictly forbidden.

The following animal control policies apply to these different types of animals:

[\[Back to Table of Contents\]](#)

41.3.1 Wild Animals

Wild animals that are a potential risk, represent a hazard, cause property damage, create a nuisance, or otherwise pose a potential conflict for humans or protected wildlife species shall be regulated, controlled, or humanely relocated when possible, in accordance with all applicable laws and regulations and under guidance and approval of Code QE (See APR 8800.3, Chapters 21 and 25).

Wild animals that are not a risk and do not represent a hazard, cause property damage, or create a public nuisance, shall be allowed to inhabit the ARC/Moffett Federal Airfield grounds.

41.3.2 Feral Animals

Feral animals that are not a risk and do not represent a hazard, cause property damage, or create a public nuisance, shall be allowed to inhabit ARC/Moffett Federal Airfield grounds except those listed under the EIS for California Clapper Rail and targeted by USDA Wildlife Services as endangered species protection (ie. Raccoon, red fox, striped skunk, feral cat).

Feral animals that are a potential risk, represent a hazard, cause property damage, create a nuisance, or otherwise pose a potential conflict for humans or protected wildlife species shall be regulated, controlled, or humanely relocated when possible, in accordance with all applicable laws and regulations.

41.3.3 Domestic Animals

Dogs, cats, and other domestic animals are not allowed in workplace at ARC/ Moffett Federal

Airfield.

[\[Back to Table of Contents\]](#)

41.3.4 Working Animals

All on-site working animals shall be approved by the Safety, Environmental, and Mission Assurance office.

All working animals must be under the direct control of a responsible person at all times while working within the ARC/Moffett Federal Airfield grounds.

When a working animal is not in direct performance of assigned duties, it shall be restrained by either a leash that does not exceed 6 feet in length or in an appropriate animal carrier, crate, cage or kennel.

Any working animal brought on-site must be professionally trained, licensed and fully inoculated, with the burden of proof on the owner.

Fecal matter deposited by any working animal brought on-site must be removed immediately and properly disposed of by the owner.

[\[Back to Table of Contents\]](#)

41.3.5 Service Animals

Service animals are allowed in all ARC/Moffett Federal Airfield buildings. Service animals must be on a leash and/or under the control of the owner at all times.

A service animal must be tagged as such by identification tag issued by the county clerk, animal control department, or other agency.

Owners of service animals are liable for any damage done to the premises or facilities by his or her animal as per California Civil Code Sections 54.1, and 54.2.

[\[Back to Table of Contents\]](#)

41.4 Responsibilities

All members of the ARC/Moffett Federal Airfield community are required to comply with all aspects of this policy and are responsible for reporting incidences of non-compliance.

[\[Back to Table of Contents\]](#)

41.4.1 Safety, Environmental, and Mission Assurance Office

1. Establish policy for the control of Animals in the workplace at Ames Research Center in order to provide employees with a safe and healthy work environment, and to ensure protection of the environment.
2. Review and evaluate all requests for on-site working animals and provide the final determination on the risk, potential hazard, potential for property damage, or potential for

public nuisance of any animal on campus grounds.

3. Educate members of the campus community by informing them of the key aspects of this policy.
4. Assist ARC Institutional Animal Research Committee in reviewing proposals for research animals that involve potential hazards to employees.

[\[Back to Table of Contents\]](#)

41.4.2 Managers and Supervisors



[\[Back to Table of Contents\]](#)

41.4.3 Employees

Comply with the ARC policies concerning animals in the workplace.

[\[Back to Table of Contents\]](#)

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