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US ARMY INSTALLATION MANAGEMENT COMMAND
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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Stray Animal Control Policy

1. REFERENCES.

- a. DoDI 4150.07, DoD Pest Management Program, 29 May 2008.
- b. AR 40-905, SECNAVINST 6401.1B/AFI 48-131, Veterinary Health Services, 29 August 2006.
- c. Title 40, USC 3103 - Admission of Guide Dogs or Other Service Animals Accompanying Individuals with Disabilities.
- d. Armed Forces Pest Management Board (AFPMB) Technical Guide No. 37, Integrated Management of Stray Animals on Military Installations, 25 May 2012.
- e. Memorandum, Assistant Chief of Staff for Installation Management, 16 June 2014, subject: Stray Animal Control on Army Installations - Identification of an Army Proponent.
- f. IMCOM OPORD 16-029: IMCOM Stray Animal Program Guidance
- g. Installation Management Command, Stray Animal Control Program, Recommended Implementation Guide.
- h. American Veterinary Medical Association (AVMA) Guidelines for the Euthanasia of Animals: 2013 Edition.
- i. Pet Animal Care and Facilities Act (PACFA), Colorado Revised Statutes 35-80-10, Colorado Department of Agriculture Code of Colorado Regulations 8 CCR 1201-11, Rules and Regulations Pertaining to the Administration and Enforcement of the PACFA.
- j. Fort Carson Regulation 40-37, Medical Services (Animal Control), 15 March 2012.
- k. PHCD-Carson Policy on Carcass Disposal, 27 July 2016.

2. PURPOSE. To establish the local policy and procedures governing the possession and control of animals maintained on Fort Carson and the Pinon Canyon Maneuver Site

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(PCMS). This includes those measures necessary to protect the health, safety, and harmonious coexistence of personnel, their family members, their animals, and wildlife populations on the installations.

3. **APPLICABILITY.** This policy applies to all Soldiers, Civilians, Family Members, Contractors, and other personnel who work on, reside on, or visit Fort Carson or the PCMS.

4. **DEFINITIONS.**

a. **Domestic Animal:** Any species of animal that is kept as a pet and is unable to care for itself in a natural environment. This includes, but is not limited to, dogs, cats, birds, snakes, iguanas, fish, turtles, rabbits, guinea pigs, and hamsters.

b. **Police/Provost Marshal Division (P/PMD) Representatives:** Officials of the Fort Carson P/PMD, to include Conservation Law Enforcement Officers (CLEOs), Military Police (MP), and Department of the Army Civilian Police.

c. **Relinquished Animals:** Domestic animals for which the owners no longer want or are capable of caring for.

d. **Stray Animal:** An uncontrolled dog or cat which is homeless, ownerless, or is privately owned and allowed to roam without restrictions.

5. **RESPONSIBILITIES.** Implementation of this policy is shared amongst all of the individuals and directorates outlined in this section.

a. DPW Integrated Pest Management Coordinator will:

(1) As needed, update and revise the Fort Carson Stray Animal Control Policy.

(2) Facilitate the coordination between the various directorates and agencies (e.g., Balfour Beatty, etc.) to ensure that the stray animal program is executed as outlined in the Fort Carson Stray Animal Control Policy, and that the directorates are held accountable for stray animal procedures that fall within their directorate.

(3) Provide technical guidance regarding implementation of the Fort Carson Stray Animal Control Policy.

(4) Serve as the primary point-of-contact pertaining to questions related to the Fort Carson Stray Animal Control Policy.

(5) Include the signed policy as an annex to the Integrated Pest Management Plan.

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b. Preventive Medicine Department will:

(1) Establish a surveillance program for all installation personnel who are occupationally exposed to uncontrolled and possibly unvaccinated cats or dogs.

(2) Determine program requirements, including, but not be limited to, pre-employment, pre-exposure and post-exposure requirements, and periodic monitoring of immunized personnel at a frequency to ensure that protection levels are maintained.

(a) When an immunized person is exposed to or has contact with a known or suspected rabies-infected animal, the Installation Medical Authority or the individual's physician will determine what treatment will be provided to the exposed individual.

(b) When a non-immunized person is exposed to or has contact with a known or suspected rabies-infected animal, a post-exposure treatment should be initiated as soon as possible after exposure unless otherwise directed by the Installation Medical Authority or the exposed individual's physician. Rabies can be a fatal disease if treatment is delayed.

c. Veterinary Services will:

(1) Provide guidance to military and Department of Defense civilian personnel who bring their pets onto the installation. The guidance should emphasize responsible pet owner duties on the installation.

(2) In accordance with the current Animal Control Contract, it is the responsibility of the Animal Control Contractor to make the determination as to whether the animal is sick or injured, and if so, to transport it to the Fort Carson Veterinary Center at Building 6190 within 72 hours of capture. Veterinary Services will examine and treat stray animals that are obviously sick or injured prior to being released back to the Animal Control Contractor.

(3) Examine and treat stray animals that become sick or injured under the watch of the Animal Control Contractor within 72 hours of capture. It is the responsibility of the Contractor to transport such animals to the Fort Carson Veterinary Center.

(4) Test stray animals for rabies that are suspected of being rabid. It is the responsibility of the Animal Control Contractor to transport such animals to the Fort Carson Veterinary Center. Strays appearing ill or involved in a bite will be cleared by a Veterinarian prior to being released to the contractor. The Stray Animal Control Contract does not provide funding for animals to be transported to and from the contractor facility for ill animals. Extreme illness care can be approved by the primary and/or alternate Contracting Officer Representative (COR).

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(5) Euthanize animals in accordance with AVMA Guidelines for the Euthanasia of Animals: 2013 Edition. Veterinarians may also immediately euthanize any animal that is experiencing extreme pain or suffering due to illness or injury, as well as any animal deemed extremely dangerous. It is the responsibility of the Contractor to transport such animals to the Fort Carson Veterinary Center.

(6) Establish procedures for proper disposal of animals that are euthanized by a Veterinarian. As euthanasia involves the use of controlled barbiturates, euthanized animals shall be cremated in accordance with Public Health Command District-Carson policy.

d. Directorate of Emergency Services (DES) Police/Provost Marshal Division (P/PMD) Representatives will:

(1) Respond to reports of abandoned, stray, abused, relinquished, and wild animals in accordance with established departmental policies and SOP's to ensure the safety of the residents, employees, and visitors of the installation.

(2) Follow the Animal Control Contract Performance Work Statement (PWS) and DES SOPs when handling animals that appear sick or behaving in an erratic or non-typical manner. Animals suspected of being rabid will be transported to the Fort Carson Veterinary Center at Building 6190 for testing.

(3) Inform the Animal Control Contractor of any animal that has been involved in a bite or abuse incident and may require special handling or quarantine.

(4) Serve as the primary COR of the Fort Carson Animal Control Contract. The COR will develop and administer the contract package; perform market research to identify potential contract solicitation needs; work with various government contracting offices to establish the contract; and, monitor the contract for compliance, rectifying and reporting violations and deficiencies, documenting work performed by the contractor, and reporting contract status.

e. DPW Representative will:

(1) Request the annual portion of MDEP QDPW funds to be used for stray animal control.

(2) Work with the COR of the Fort Carson Animal Control Contract to ensure that funds are allocated as necessary for successful execution of the stray animal program.

f. DES Emergency Communications Center (ECC) will:

(1) Respond to DES dispatch calls (719-526-2333) regarding stray animals.

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(2) Notify the Animal Control Contractor when and where there is an animal requiring collection and transportation.

g. Animal Control Contractor will:

(1) Implement the Fort Carson Stray Animal Control Policy in accordance with the current Animal Control Contract PWS.

(2) Notify the Animal Control Contract COR if issues and complaints arise during the execution of the contract.

h. Public Affairs Office will:

(1) Publicize in installation news media (Mountaineer newspaper, community events global e-mails, etc.), the procedures for reporting and dealing with stray animals until properly trained and equipped personnel arrive, as well as installation policies prohibiting the provision of food, water and shelter to uncontrolled cats, dogs or wild animals, or their release from traps.

(2) Publish articles in the installation newspaper, the Mountaineer, on pet owner responsibilities for the humane treatment of their pets and the sanctions for failure to comply with installation policies.

i. Balfour Beatty Communities will:

(1) Ensure that the Fort Carson Housing Management Pet Addendum to the Housing Lease is complete and filed for all residents owning pets.

(2) Educate residents that Balfour Beatty Communities must be informed if housing occupants later obtain a cat or dog. A new or updated Fort Carson Housing Management Pet Addendum to the Housing Lease must then be completed and filed.

(3) Emphasize to pet owners that failure to comply with the Commander's policies and regulations may result in financial compensation for damages, loss of pet privileges, and/or loss of their housing assignment, requiring them to move out of family housing and obtain housing off the installation.

(4) Educate pet owners that they are not allowed to breed their cats or dogs in Family Housing.

j. Personnel Who Own Animals and Reside on Military Installations will:

(1) Identify Pets:

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(a) IAW AR 40-905, ensure that their pet is micro-chipped (if not already micro-chipped) within 30 days of occupying a residence on the installation.

(b) Ensure that their pet wears a collar with identification and rabies vaccination tags when the animal is outside.

(c) Ensure that pets are registered at the Fort Carson Veterinary Center within 10 days of occupying a residence on the installation. At the time of registration, the signed Fort Carson Housing Management Pet Addendum to the Housing Lease must also be presented to the Fort Carson Veterinary Center.

(2) Properly Care and Maintain Pets:

(a) Ensure that pet vaccinations are current IAW AR 40-905 or as directed by the Fort Carson Veterinary Center. Rabies vaccination tags should be attached to the animal's collar.

(b) Feed pets indoors, whenever possible or practical. If feeding outdoors, remove excess uneaten food to prevent attraction of stray animals and wild animals that can pose a health and/or safety threat to pets.

(c) Water is essential to prevent pets left outdoors from becoming dehydrated. Monitor water bowls and refill as needed. Unattended bowls containing water can become a breeding site for mosquitoes. Provide pets shelter when they are left outdoors.

(d) It is recommended that pets kept outdoors be neutered or spayed. Unspayed females, if left outdoors and accessible, will attract males when in cycle. Cats can escape a fenced yard and breed more easily than dogs. Do not let cats roam outdoors.

(e) Breeding animals for a business (commercial animal) on the installation is not permitted, even in privatized housing.

(3) Implement Responsible Pet Ownership:

(a) If a pet escapes or becomes lost on the installation, the owner should contact the MP for assistance and the Fort Carson Veterinary Center to determine if the animal has been turned in. If the animal has been located but is still loose, the pet owner will be requested to assist in re-capturing their pet.

(b) If a pet repeatedly escapes and the DES is involved in its re-capture, the installation Military Housing Office will be notified by the COR of the Animal Control

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Contract to take appropriate action to ensure that this problem (lack of pet owner control) does not continue.

(c) It is the owner's responsibility to ensure that their animal remains in its designated area and does not create a nuisance or health concern for other residents.

i. Owners of cats will not leave their animals unsupervised outdoors. Fences will not prevent cats from leaving the yard.

ii. If an owner has a dog that can escape, even with a fence, an appropriate restraint, such as a chain and collar, must also be used.

(4) Owners on Fort Carson that relinquish their pet to the Animal Control Contractor will be required to sign a Contractor generated relinquishment form that contains the owner's name, address, date, signature and a brief explanation of why the animal is being relinquished.

(5) Failure to comply with responsible pet ownership guidelines and the requirements outlined in this stray animal control will, in addition to other administrative or punitive action, require pet owners to be held responsible for all costs incurred as a result of care and maintenance provided for an animal, or due to animal related damages; and, may result in impoundment or removal of pets and loss of the privilege to have pets at Fort Carson. The USAG-FC Commander retains authority to require the removal of any animal from USAG-FC installations pursuant to the terms of this policy.

k. Supervisors, Facility Managers and Building Custodians will:

(1) Notify the DES and request capture and removal of uncontrolled cats or dogs or wild animals that have been observed in or around their facilities.

(2) Ensure that facility personnel do not provide food and/or water to uncontrolled cats, dogs or wild animals, or tamper with traps placed to capture these animals.

(a) Feeding uncontrolled cats, dogs or wild animals, or releasing trapped animals or tripping traps to prevent their capture, is prohibited. Colorado law prohibits feeding wildlife, and wildlife officers can ticket people for leaving out garbage, pet food, grain, meat scraps, or other food sources known to attract wildlife species.

(b) Feeding may appear to be humane treatment, but the action aggravates the installation's stray animal problem.

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i. Inform individuals observed providing food and/or water to stray animals, or releasing trapped animals, of installation policy and request them to stop (First Incident).

ii. If the individual persists, notify his/her supervisor and request that appropriate action be taken to stop this behavior (Second Incident).

iii. If the individual continues to disregard the Commander's policy, elevate the issue up the individual's chain of command for appropriate disciplinary action (Third Incident).

6. This policy remains in effect until cancelled or superseded in writing.

7. Point of contact for the content of this policy memorandum is USAG-FC Integrated Pest Management Coordinator Dawn Rodriguez, Conservation Branch, DPW, telephone number, (719) 526-1329, or e-mail: dawn.m.rodriguez.civ@mail.mil.



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