



REPLY TO  
ATTENTION OF:

**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND, PACIFIC REGION  
HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII  
851 WRIGHT AVENUE, WHEELER ARMY AIRFIELD  
SCHOFIELD BARRACKS, HAWAII 96857-5000

IMPC-HAW-ZA

21 NOV 2012

MEMORANDUM FOR All Military Personnel, Department of Defense (DoD) Civilian Personnel, DoD Contractors, and Family Members Within and Civilian Visitors to United States Army Garrison, Hawaii (USAG-HI) Installations

SUBJECT: Policy Memorandum USAG-HI-43, Stray and Feral Animal Control

1. References.

- a. DoDI 4150.07, DoD Pest Management Program, 29 May 08.
- b. AR 40-905, Veterinary Health Services, 29 Aug 06.
- c. AR 690-700, Personnel Relations and Services, 15 Nov 81.
- d. USAG-HI Policy Memorandum Installation-1, Discipline, Law, and Order, 21 Jan 12.
- e. Policy Memorandum USAG-HI-35, Army Installation Microchip Program, 16 Feb 11.
- f. Armed Forces Pest Management Board (AFPMB) Technical Guide No. 37, Integrated Management of Stray Animals on Military Installations, 25 May 12.

2. Purpose. The purpose of this document is to establish the local policy and procedures governing the possession and control of animals maintained on USAG-HI or brought onto any of its installations in order to provide stray and feral animal control. 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. This policy will:

- a. Ensure responsible pet care and ownership.
- b. Provide for the health and welfare of stray and feral animals while protecting personnel, their pets, working animals, and wildlife from injury, disease, or death.
- c. Prevent the accumulation of fecal material from stray and feral animals in and around buildings, parking lots, and practice fields.
- d. Prevent the occurrence of flea and other disease vector or ectoparasite infestations that result from the persistent presence of stray and feral animals.

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e. Control pest problems caused by American cockroaches, mongoose, and rats that benefit from the feeding of stray and feral animals.

3. Applicability. This policy applies to all Soldiers, Civilians, Family Members, Contractors, and other personnel who work on, reside on, or visit any US Army installations, facilities, or work sites in Hawaii.

4. Definitions.

a. Pet. Any domesticated animal, not including farm, game, or exotic animals, kept as part of a household.

b. Stray. An uncontrolled domestic animal whose owner is unknown and cannot be identified.

c. Feral. A domesticated animal that is uncontrolled and has returned to and exists in a wild state.

d. Abandon. An individual removing or allowing the removal of a pet or other domestic animal from its home and releasing it without the intent of retrieval and return to a household, transferring ownership, or directly providing for its care so that the animal must fend for itself or be taken care of by others.

e. Owner. The legal owner of a pet and the individual primarily responsible for the pet's registration, health and welfare, care, and maintenance requirements. Also the individual responsible for any costs incurred by other parties as a result of care and maintenance provided for the pet, or due to pet related damages.

f. Caretaker. An individual who assumes primary responsibility for a group or colony of abandoned, stray or feral animals to provide for their health and welfare, care, and maintenance requirements in an organized manner. Also the individual responsible for any costs incurred by other parties as a result of care and maintenance provided for any colony animals, or due to colony animal related damages.

g. Feeder. An individual who assumes responsibility for one or more abandoned, stray or feral animals to primarily feed them, but also to provide for their health and welfare, care, and maintenance requirements. Also the individual responsible for any costs incurred by other parties as a result of care and maintenance provided for the animals, or due to animal related damages.

5. Policy. This policy provides the governing policy and procedures for the possession and control of animals to reduce and eliminate the negative impacts of stray and feral animals on USAG-HI installations.

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a. Registration and control of pets. All cats and dogs residing or kept on, or visiting USAG-HI installations for more than 14 days must:

(1) Be registered with the Schofield Barracks or Fort Shafter Veterinary Treatment Facility.

(2) Be registered with the Island Palm Communities (IPC) community center if residing, kept, or visiting in IPC housing.

(3) Receive all required immunizations, including rabies for both cats and dogs; distemper, leptospirosis, hepatitis, parvovirus, and parainfluenza for dogs; and rhinotracheitis, panleukopenia, and calicivirus for cats (feline leukemia may be recommended in certain situations).

(4) Have an identification microchip implanted under their skin. The microchip must be identified with the actual owner of the pet and a legal residential address. Use of a general, non-specific place of residence (e.g., USAG-HI, Tripler Army Medical Center, Building SB682), an address not the residence of the owner, or an address not the actual residence of the pet is prohibited.

(5) Wear pet collars with identification and rabies tags.

(6) Be completely under control at all times. All pets must be leashed while in public areas and able to be immediately physically restrained, or contained within a pet carrier or cage. Pets must not be left tied and unattended, or unleashed and allowed to roam freely and at will anywhere outside of a fenced area. Owners must ensure that their pets are unable to escape from a fenced area or housing unit.

(7) Defecate only in the owner's yard, or upon other grounds only during a controlled walk or visit. Owners or caretakers must completely pick-up, tightly bag, and place feces in a garbage container daily at their residence or immediately if on grounds other than their residence.

b. Control of stray or feral animals on USAG-HI installations.

(1) Individuals will not abandon animals on USAG-HI installations. Runaway or lost animals must be reported missing to the Directorate of Emergency Services (DES) Animal Control Officer and Game Warden within 24 hours of being able to determine the animal is missing. An animal that is not reported missing after 24 hours will be considered abandoned.

(2) Providing food, water, or shelter to stray, feral, or wild animals, including farm and game animals such as chickens, pigs, and goats, is prohibited.

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(3) Individuals will not tamper with, damage, or otherwise destroy exclusion measures designed to keep cats and other pests from entering buildings and structures.

(4) Breeding or allowing the breeding of stray or feral animals is prohibited.

(5) Cat colonies and Trap-Neuter-Release (TNR) programs, including the use of identification microchips in such programs, are prohibited on USAG-HI installations. Existing cat colonies and TNR programs may be phased out as follows:

(a) Upon receiving a stray or feral cat complaint related to an existing cat colony or TNR program and determining that it is not an imminent threat to health and safety, the DES Animal Control Officer and Game Warden may allow a gradual phase out of the colony or program.

(b) A feeder or caretaker must be identified for each feeding site or colony.

(c) The responsible feeder or caretaker may be allowed three months to capture and permanently remove the stray and feral cats living at the site.

(d) Providing food, water, or shelter may be allowed only to support attracting, trapping, and removing the stray and feral cats. Any uneaten food other than what is being used to bait traps must be removed at the end of each day, and stored or disposed of in a tightly covered container.

(e) Feeders and caretakers will not tamper with, damage, or otherwise destroy exclusion measures designed to keep cats and other pests from entering buildings and structures.

(f) Feeders and caretakers must completely pick-up, tightly bag, and place all feces accumulation at their sites in a garbage container daily or immediately prior to any planned grounds maintenance work.

(g) Failure to meet all of the cat colony and TNR program phase out conditions within two weeks will require the DES Animal Control Officer and Game Warden to immediately carry out trapping and removal of the stray and feral cats. If an animal is determined to be an imminent or immediate threat to health and safety, a tranquilizer dart or lethal method of control, with approval and proper public affairs coordination, may be required.

(6) Capture and trapping of stray, feral, and wild animals will be carried out by the DES Animal Control Officer and Game Warden as follows:

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(a) Upon receiving a stray, feral, or wild animal complaint or in the event that cat colony and TNR program phase out conditions are not met within two weeks, the DES Animal Control Officer and Game Warden will immediately carry out capture and trapping of the stray, feral, or wild animals.

(b) If food, water, or shelter is being provided to stray, feral, or wild animals, appropriate signs will be posted at the site stating that such activity is prohibited due to health and safety concerns, and will be strictly enforced.

(c) If the DES Animal Control Officer and Game Warden is unavailable, short of staff, or requires additional resources to effectively control stray, feral, or wild animals, a recognized Federal, State, or private animal control service will be contracted to assist with, augment, or carry out the capture and trapping of the stray, feral, or wild animals.

(d) Individuals will not tamper with, damage, or otherwise destroy any traps set out for stray, feral, or wild animal control, or release captured uncontrolled cats or dogs and wild animals from the traps.

(e) Stray pet cats and dogs with identification tags or microchips will be returned to their owners, and stray and feral animals without identification or identifiable owners will be removed from USAG-HI and delivered to the Hawaiian Humane Society (HHS) at 2700 Waialae Avenue, Honolulu, Hawaii 96826.

(f) Stray and feral cats implanted with an identification microchip as part of a cat colony or TNR program will be:

(i) Removed from USAG-HI and delivered to HHS.

(ii) Determined to be abandoned if captured again. The animal will be held for three days by the DES Animal Control Officer and Game Warden to allow the responsible colony caretaker or feeder to claim the animal and be assessed penalties for all violations of policy and law. Animals unclaimed after three days will be euthanized by Veterinary Services in accordance with American Veterinary Medical Association guidelines.

(g) Trapped mongoose will be taken to HHS.

(h) Feral pigs, goats, or chickens will be relocated away from USAG-HI installations or donated for agricultural purposes.

(i) In the event that trapping is or becomes ineffective due to trap shy animals or tampering, damage, or destruction of traps, a recognized Federal, State, or private animal control service will be contracted to carry out the capture of the stray, feral, or wild animals.

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(j) If an animal is determined to be an imminent or immediate threat to health and safety, tranquilizer dart, shooting or other lethal method of control, with approval and proper public affairs coordination, will be required. A recognized Federal, State, or private animal control service may be contracted to carry out the control of the stray, feral, or wild animal; or provide the necessary training, medication, dosage information, dart size, and support for the safe and effective use of tranquilizer darts and dart weapons.

c. Penalties. The provisions in this policy memorandum constitute a general order and are punitive. Personnel subject to the Uniform Code of Military Justice (UCMJ) who fail to comply with the requirements of this policy memorandum are subject to punishment under the UCMJ, as well as to other adverse administrative action. Civilians are subject to discipline as specified in the United States Code of Federal Regulations. Failure to comply with pet ownership and stray and feral animal control policy and law will, in addition to the above administrative or punitive action, require owners, caretakers, feeders, or other individuals to be held responsible for all costs incurred by other parties 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 in IPC housing on USAG-HI installations, or termination of IPC quarters. IPC and the USAG-HI Commander retain authority to require the removal of any animal from IPC quarters. The USAG-HI Commander retains authority to require the removal of any animal from USAG-HI installations.

d. Public affairs. Employees (to include active duty personnel and civilians) who are contacted by members of the media about this policy, or any other issue involving USAG-HI or the Army, should notify the Public Affairs Office (PAO) as soon as possible. PAO personnel are the release authority for the Army and will liaison with the media to include answering queries, and setting up and facilitating interviews. The PAO is located at 314 Sasaoka Street, Building 300, Schofield Barracks, Hawaii 96857 and can be reached at (808) 656-3160, External Communications.

## 6. Responsibilities.

a. Implementation of this policy is shared with the Directorate of Emergency Services, the Public Health Command District Central Pacific headquarters, Island Palm Communities, Tripler Army Medical Center, the Tripler Army Medical Center Facility Pest Management Coordinator, and the USAG-HI Integrated Pest Management Coordinator.

b. All individuals will comply with this memorandum.

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

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8. Point of contact for the content of this policy memorandum is USAG-HI Integrated Pest Management Coordinator, Engineering Branch, Directorate of Public Works, at (808) 656-3289.



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