



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON-YONGSAN
UNIT #15333
APO AP 96205-5333

IMYN-ZA

2 August 2012

US ARMY GARRISON YONGSAN POLICY LETTER 2-1

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Control of Pets, Mascots, and Stray Animals in US Army Garrison Yongsan

1. **REFERENCE**: Army Regulation 420-1, Army Facilities Management, 12 Feb 08.
2. **PURPOSE**: To establish policy, guidelines and responsibility for pets on US Army Garrison Yongsan (USAG Y) installations and also pets residing in Government owned, controlled, and leased quarters in Yongsan.
3. **APPLICABILITY**: This policy applies to all personnel bringing animals onto USAG Y installations for any reason. This policy applies to personnel residing in Yongsan Government owned or leased quarters in Hannam Village and South Post. This policy includes key and essential Department of Defense civilians assigned to Government quarters, both unaccompanied personnel housing and family housing.
4. This Command Policy supersedes Area II Support Activity Revised Command Policy #2-1, SAB, 11 September 2007.
5. **DEFINITIONS**:
 - a. "Domestic pets" include dogs or cats, regardless of size, for the purposes of this policy.
 - b. "Exotic animals" are snakes, monkeys, ferrets, geckos, rabbits, or other similar type animals. In the event there is a conflict as to whether a resident's pet is considered exotic for the purpose of this policy, a final decision will be made by the installation commander after consultation with the Commander, 129th Medical Detachment.
 - c. "Caged animals" are birds, fish, hamsters, rabbits, guinea pigs, gerbils, and turtles.
 - d. "Livestock" are pigs, cattle, goats, horses, sheep and chickens.

IMYN-ZA

SUBJECT: Control of Pets, Mascots, and Stray Animals in US Army Garrison Yongsan

e. "Unit Mascots" are domestic animals appointed on official unit orders by an officer in the grade of O-5 or higher and registered with the Veterinary Treatment Facility (VTF). Unit mascots are subject to this pet policy. Unit Mascots are government owned animals and are subject to all Federal codes, laws, and guidelines that apply. Unit mascots will not routinely be adopted as private pets. In an exceptional case where it is in the best interest of the animal for such adoption to occur, the adopting individual will reimburse the veterinary treatment facility for the full costs of all services and medications provided over the preceding 24 months. Units with mascots that violate this policy will have their mascot's status revoked by the Chief, Clinical Operations, Yongsan VTF. Without active mascot orders, an animal cannot reside in a unit area of operations or receive Government funded veterinary care. Units with mascots that have their mascot status revoked will also be responsible for reimbursing the attending Veterinary Treatment Facility for the full costs of all services and medications provided over the preceding 24 months.

6. GENERAL:

a. Residents of unaccompanied personnel housing (UPH) and Hannam Village, and Burke Towers are not authorized domestic pets.

b. Other South Post residents are limited to two domestic pets per household.

c. Exotic animals are prohibited in all family housing quarters in USAG Y. Livestock are prohibited as pets and Unit mascots on USAG Y installations.

d. Caged animals are permitted in all family housing quarters.

e. Non-family members and guests of USAG Y housing residents are prohibited from bringing any animals onto the installation, except for authorized personnel bringing animals to the pet care center or the Veterinary Treatment Facility.

f. Upon in-processing with the housing division, applicants who are authorized to bring domestic pets to Korea will initiate a pet registration form (Encl 1). By signing the pet registration form, applicants acknowledge that they have read, understand, and will comply with all provisions outlined in this policy.

g. Personnel who violate this policy, or who knowingly bring a domestic or other non-authorized pet to Korea when they have been notified that pets are not authorized, will be subject to removal from, or denied, Government quarters.

h. Personnel who violate this policy and whose government quarters are terminated will not be authorized overseas housing allowance (OHA).

IMYN-ZA

SUBJECT: Control of Pets, Mascots, and Stray Animals in US Army Garrison Yongsan

i. All pets must be registered at the USAG Y Veterinary Treatment Facility (VTF) within 10 days of acquisition or arrival in country.

j. Dogs and cats require certificates of immunization for rabies prior to registration. Other required immunizations must be accomplished IAW the schedule provided by the VTF. Dogs must be immunized annually against rabies, distemper multivalent immunizations with leptospirosis, and must be tested for heartworm infection and maintained on heartworm preventative with de-wormer year-round. Cats must be immunized against rabies, feline panleukopenia virus multivalent immunization, and be tested for parasites and/or de-wormed at least annually.

k. Micro-chipping is mandatory for pets over 25 pounds. Micro-chipping will assist in identification of animals in the event of non-combatant evacuation where animals larger than 25 pounds cannot travel with their owners but must be held on the installation until arrangements can be made for their transportation. Micro-chipping of smaller pets is highly recommended but is not mandatory. Micro-chipping may be accomplished at any of the Military Veterinary Treatment Facilities in South Korea.

l. The family housing branch will coordinate with USFK J1 to ensure the travel status for command sponsored personnel in USAG Y indicates whether sponsors are authorized to bring domestic pets to Korea.

m. Disabled persons with a bona fide animal assistant are exempt from this policy, regardless of where they are housed in USAG Y.

n. All animal deaths must be reported immediately to the VTF.

o. All animals will be maintained under leash control. Verbal control is insufficient. It is the owner's responsibility to control the animal, not the citizen's responsibility to avoid the animal.

p. Animals will not be permitted to enter tennis courts, swimming areas, exchange facilities, commissaries, theaters, bowling lanes, troop billets, BOQ/BEQ, dining facilities, playgrounds, gymnasiums, picnic areas, athletic fields, clubs, or any facility where food or drinks are served. Bona fide health assistant animals are exempt from this requirement. Official unit mascots may enter troop billets.

q. Pet exercise areas will routinely be used for voiding waste. These approved exercise areas are identified at enclosure 2. Each housing area has containers for pet waste. PET OWNERS ARE RESPONSIBLE FOR PICKING UP AND PROPERLY DISPOSING OF ANIMAL WASTES NO MATTER WHERE THEY ARE ON THE INSTALLATION.

IMYN-ZA

SUBJECT: Control of Pets, Mascots, and Stray Animals in US Army Garrison Yongsan

r. Animals found unattended or running free will be controlled by DPW and transported to the USAG Y VTF for impoundment. If the animal is not claimed within 3 working days, the animal will be considered a stray. The animal will then be subject to euthanasia or entered into the VTF adoption program at the discretion of the attending veterinarian. Animal control is the responsibility of the owner and fines and/or PMO action may be taken for violations.

s. Owners will not allow animals to disturb neighbors by constant barking, destroying property, or threatening actions (e.g., biting, scratching or aggressive behavior). Animals showing this type of behavior will be removed from housing and in certain circumstances may be subject to humane euthanasia.

t. Owners will not abandon their pet. If the sponsor is unable to provide the necessary care or if the sponsor is transferred from the installation, the sponsor must make provisions to dispose of the pet. All stray animals on Korea wide installations will be picked-up by DPW Pest Control Personnel and impounded at the servicing Veterinary Treatment Facility for further disposition. Stray or abandoned animals and pets not claimed within a reasonable time (three working days) will be considered nuisance animals and may be euthanized. A statement of charges will be initiated to collect all costs incurred to capture and dispose of an abandoned pet.

u. The owner of an animal involved in a bite case will bring the animal to the Yongsan VTF, where appropriate rabies quarantine and observation procedures will be determined. Failure to comply within 24 hours will result in the animal being seized by the military police and impounded at a designated facility at owner expense.


v. Violations of this policy may result in administrative sanctions. Incidents of failure to control animals may result in, at a minimum, the animal being removed from USAG Y installations and may result in removal of the sponsor/owner from Government quarters.

w. Violations of this policy should be reported to installation, area and building coordinators, USAG Y housing officer, the military police, or the area civilian misconduct officer. Citations may be issued by the military police, VTF personnel, installation and building coordinator, or the USAG Y Command Group.

7. POC is Mr. Bryan W. Dorrough, Chief, Housing Division, 738-7531.

2 Encls

1. Pet Registration Form
2. Authorized Pet Exercise



MICHAEL E. MASLEY
COL, AG
Commanding

IMYN-ZA

SUBJECT: Control of Pets, Mascots, and Stray Animals in US Army Garrison Yongsan

DISTRIBUTION:

A plus

Hannam Village Residents (1 ea)

Hannam Village US Housing Manager (1 ea)

129TH Med Det (VM)

106th Med Bn (VS)

**PET REGISTRATION FORM
ARMY FAMILY HOUSING**

OWNER INFORMATION	
OWNERS NAME: _____ UNIT ADDRESS: _____ _____ _____ _____ DUTY PHONE: _____ HOME PHONE: _____	
PET INFORMATION (TO BE COMPLETED BY VETERINARY TREATMENT FACILITY)	
PET #1	PET #2
TYPE OF PET _____ BREED: _____ PET NAME: _____ WEIGHT: _____ DATE ARRIVED IN COUNTRY: _____ DATE RELEASED FROM QUARANTINE: _____ IMMUNIZATION UP-TO-DATE: _____ YES _____ NO SIGNATURE: _____	_____ _____ _____ _____ _____ _____ _____
VETERINARY SERVICE PERSONNEL	
ASSIGNED QTRS #: _____	DATE: _____
I have received and been briefed on the policy for having pets in government quarters and will comply with them. I fully understand that violation of these policies can result in the pet(s) being removed from government quarters.	
_____ (RESIDENT'S SIGNATURE)	_____ (DATE)
_____ (HOUSING REPRESENTATIVE)	_____ (DATE)

AUTHORIZED PET EXERCISE AREAS

Itaewon Acres:	Across the Street from the Main Entrance North side of complex rear of Bldg 4610 South side of complex rear of Bldg 4620
Black Hawk Village:	Along East side perimeter wall
Eagle Grove:	Southeast corner or tennis courts
South Post:	Across the Street from Bldg 7056

Pets taking care of "business" in hallways, stairwells, sidewalks, and other areas not designated as "PET EXERCISE AREAS" create undesirable and unsanitary conditions within the community and USAG-Yongsan. Owners of animals caught taking care of business outside of the Pet Exercise Area will be cited.