



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON WEST POINT
681 HARDEE PLACE
WEST POINT, NY 10996-1514

IMML-ZA

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U.S. ARMY GARRISON WEST POINT POLICY #56

SUBJECT: Stray Animal Control Policy

1. REFERENCES.

a. Required Reference:

- (1) DoDI 4150.07, DoD Pest Management, dated 29 May 2008
- (2) AR 40-905, SECNAVINST 6401.1B/AFI 48-131, Veterinary Health Services, dated 29 August 2006.
- (3) Title 18, USC 31, Definitions.
- (4) Title 40, USC 3101, Admission of Guide Dogs or Other Service Animals Accompanying Individuals with Disabilities.
- (5) Technical Guide No. 37, Integrated Management of Stray Animals on Military Installations, Office of the Under Secretary of Defense for Installations and Environment, dated 25 May 2012.

2. PURPOSE. The purpose of this document is to establish the local policy and procedures governing the possession and control of animals maintained on this Installation or brought onto West Point. This includes those measures necessary to protect the health, safety and harmonious coexistence of personnel, their Family members and their animals on this Installation.

3. APPLICABILITY. This policy is applicable to all persons entering the West Point Installation.

4. RESPONSIBILITY:

a. Garrison Commander will:

- (1) Ensure that stray animals are controlled on the Installation to protect the health, morale and welfare of Installation personnel and their pets; protect wildlife; prevent damage to Government property; and effect mission accomplishment.

IMML-ZA

SUBJECT: Stray Animal Control Policy

(2) Ensure that adequate resources (manpower, facilities, equipment and funds) are available to implement an Uncontrolled Cat and Dog Control Program and operate on-site associated facilities, as appropriate.

(3) Establish an Installation policy that prohibits Installation personnel from providing food, water or shelter to stray animals or wild animals and provides sanctions for non-compliance.

(4) Establish an Installation policy that prohibits personnel from tampering with or releasing captured uncontrolled cats or dogs and wild animals from traps and provides sanctions for non-compliance.

(5) Establish an Installation policy outlining the responsibilities of residents for the proper care and maintenance of their pets, with sanctions for non-compliance.

(a) Breeding of stray animals anywhere on the Installation is prohibited.

(6) Establish procedures for proper disposal of uncontrolled cat or dog and wild animal carcasses found on the Installation, personal pets, or animals that are euthanized by a Veterinarian or expire while under care at Veterinary Services facilities, in accordance with state and local regulations.

b. Integrated Pest Management Plan Control Program:

(1) Establish an Installation Integrated Pest Management Plan that includes an Uncontrolled Cat and Dog Control Program. Each Integrated Pest Management Plan will:

(a) Define procedures for the humane capture, management and disposition of stray animals.

(b) Identify and delineate responsibilities of Installation activities such as, but not limited to, Veterinary Services, military law enforcement, Public Affairs and Facilities Engineers/Public Works Pest Control that are required for the implementation of this program.

(2) Coordinate, as appropriate, with local animal control agencies, shelters or rescue agencies to augment and assist the Installation in humanely managing stray animals captured on the Installation.

IMML-ZA

SUBJECT: Stray Animal Control Policy

(3) Establish, as appropriate, agreement(s) between the Installation and local animal control agencies, shelters and rescue agencies to pick up or receive the transfer of stray animals captured on the Installation.

c. Directorate of Public Works:

(1) Will fund and manage the Pest Control contract, which shall be the primary means of capturing feral domestic animals. Additional animal capture may be accomplished using in-house labor through either the DPW Natural Resources Branch, Garrison Pest Control staff, or the Provost Marshal. All personnel attempting to capture feral animals shall be adequately trained in the safe and humane use of capture techniques, shall employ appropriate Personal Protective Equipment (PPE), and shall be familiar with the inherent risks involved with handling animals.

(2) Trap Placement and Types: Only live-capture traps will be employed. Box (Hav-A-Heart or similar) are preferred, but cloverleaf traps, nets, or other methods may be used. No method employed shall cause pain or death to the captured animal. Snares and leg-hold traps shall not be used. All traps, transporters, tools, and equipment shall be cleanly maintained, and shall be disinfected after use.

(a) All capture methods used will cause a minimal amount of stress to the captured animal.

(b) Traps shall be checked a minimum of every 24 hours, more often if conditions warrant.

(c) Traps will be placed in a sheltered location, out of temperature extremes and precipitation.

(d) Trapping will not occur in temperatures exceeding 90 degrees. In summer, consider leaving traps set only overnight. During winter traps will only be set during working hours, checked frequently and removed at the end of the working day to prevent animals being exposed during extreme temperatures.

(e) Irritants, such as pepper spray or smoke, shall not be used for hazing purposes on domestic animals.

(f) All traps will be clearly marked with the owner's name and telephone number.

(g) If targeting a female with young, attempt to capture the young first. Do not leave un-weaned young without their mother.

IMML-ZA

SUBJECT: Stray Animal Control Policy

(3) Once captured, animals must be handled and transported securely for the safety of all involved personnel as well as the health of the captured animal. Heavy gloves, appropriate clothing, snare poles, etc., must be used while handling animals. Actions should be well rehearsed and smoothly accomplished. All personnel will clearly understand their role in every action.

(a) All captured animals will be handled minimally. Do not unduly interact with an obviously distressed animal. If necessary, cover the captured animal with a light cloth to shield it from close human contact. Signs of stress include widened pupils, panting, vocalizations, voiding of the bowels and bladder, lethargy and unconsciousness.

(b) Be aware that captured animals may try to bite or scratch through a cage. Wear gloves while handling cages, keeping the cage well away from your body.

(c) If box traps are used, captured animals are best transported in the trap in which they are caught. If a transporter must be used, use great care in removing the captured animal from the trap.

(d) If using a snare pole, try to secure the animal across the chest. Avoid picking up animals by the neck. Snare poles should be secure but not overly tight. Animals should be released as quickly as possible from a snare pole to avoid injury.

(e) Except for obvious family groups, avoid transporting multiple animals in the same cage or trap.

(f) To limit human exposure and accident, captured animals shall not be transported in the interior of any vehicle.

(g) Captured animals will be transported to veterinary care within eight (8) hours of capture.

d. Occupational Medicine Services will:

(1) Establish an occupational medicine health program for all Installation personnel who are occupationally exposed to uncontrolled and possibly unvaccinated cats or dogs.

(2) The Installation Medical Authority will determine program requirements, including, but not be limited to, pre-employment, pre-exposure and post-exposure

IMML-ZA

SUBJECT: Stray animal Control Policy

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.

e. 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, but not be limited to, pet owner responsibilities and proper care and management of their pets while on the Installation, in accordance with regulations.

(2) Examine captured uncontrolled cats or dogs to determine if the animal has a microchip and/or can be positively identified. If microchipped, extract the data to determine ownership and vaccination status.

(a) If ownership can be established, the owner will be contacted and arrangements will be made for the animal's care and pick-up.

(b) If the owner refuses the claim an animal with irrefutable evidence of ownership, such as a microchip, the issue shall be elevated up the individual's chain of command for appropriate disciplinary action and reimbursement of veterinary care.

(c) If ownership cannot be established, and due to severe injury or illness, veterinary personnel deem humane euthanasia to be a preferred outcome for the animal, the Veterinarian shall humanely euthanize the animal immediately.

(d) If ownership cannot be established, and the animal in question is either healthy or showing only minor signs of disease or injury, as is common with feral animals, it shall be held for a minimum of three days at the Installation veterinary facility. During this time it will be medically stabilized, fed, watered, housed and observed.

IMML-ZA

SUBJECT: Stray Animal Control Policy

i. If the animal shows no sign of accepting human presence or contact, shows extreme stress, or otherwise proves itself to be a poor candidate for adoption, it shall be humanely euthanized.

ii. Alternatively, if after three days the animal appears to be appropriate for adoption, the Veterinarian shall take steps to prepare it for its new home. It shall receive a full medical examination and receive all appropriate vaccinations and treatment. If the animal's age is appropriate, it shall be neutered if not already altered. It shall also be microchipped. Arrangements shall be made through the Garrison and the Public Affairs Office to advertise that a pet is available for adoption. The length of time the animal shall be held is at the discretion of the Veterinarian. If after a sufficient amount of time the animal remains unclaimed, and all reasonable alternatives are exhausted, the Veterinarian, acting on the Garrison's behalf, may elect to euthanize the animal.

(3) Provide humane treatment on site of captured uncontrolled cats or dogs, subject to availability of resources (facilities, manpower and funding).

(4) Establish procedures for euthanasia of stray animals or wild animals in accordance with American Veterinary Medical Association recommendations.

f. Provost Marshal Office will:

(1) Respond to reports of stray dogs and cats outside of duty hours, which can include humanely collecting the animal and transporting it to the local Veterinarian office IAW local Standard Operating Procedures. All other calls, not in regards to stray dogs or cats, will be directed to the Natural Resources Branch (NRB) and/ or the Pest Control contractor through the Directorate of Public Works during duty hours (M-F 0900 to 1630).

(2) Monitor the stray animal(s) and manage public safety at all times until the appropriate agency arrives on site and assumes control of the site. Any animal that is suspected of carrying rabies and has had contact with a human or other domestic animal will be turned over to West Point Veterinary Treatment Facility or other suitable laboratories for testing, IAW USMA Reg. 210-30.

(3) Use appropriate force, including lethal force, as necessary, when an animal appears to be sick or its behavior is erratic and not typical, e.g., when it is aggressive or attacks without provocation and cannot be restrained without possible injury to military law enforcement or Installation personnel. If the animal is suspected of being rabid, and lethal force is necessary, avoid damage to the brain to allow subsequent testing to confirm rabies status.

IMML-ZA

SUBJECT: Stray Animal Control Policy

(4) Provide secure storage for and issuance of weapons and munitions to pest control or other animal control personnel who are authorized to use weapons for shooting uncontrolled cats or dogs or wild animals.

(5) Provide training and validation qualifications for pest control and other animal control personnel who may be required to shoot animals to ensure that these individuals are proficient in the use of weapons and can accurately hit the target. Veterinary Services may be consulted for training on animal specific anatomy.

(6) Provide oversight when shooting operations are to be conducted to ensure public safety.

(7) Collect contact information of all personnel involved in the incident on the DES Stray Animal Worksheet (Enclosure 1). A copy of the worksheet will be left with the animal at the Veterinary Treatment Facility for their records.

g. USAG Public Affairs Office will:

(1) Publicize in Installation news media (newspapers, on-Installation television) 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) Develop and publish articles in Installation news media on pet owner responsibilities for the humane treatment of their pets and the sanctions for failure to comply with Installation policies. Regulations regarding Installation policies should be posted publicly ever quarter in accordance with reference (b).

(3) Assist the Integrated Pest Management Coordinator to partner with local animal control agencies, shelters, and rescue agencies to ensure that the Installation presents a positive pro-life image to these agencies and the public by the humane handling and disposition of stray animals on the Installation.

(4) Publish notifications in Installation news media when stray cats or dogs are at the on-site animal facility for adoption.

h. Military Family Housing will:

(1) Provide all personnel owning pets (cats or dogs), at the time they are assigned Family housing, with the Commander's policy pertaining to the proper care and maintenance of their cat or dog and stray animal control.

IMML-ZA

SUBJECT: Stray Animal Control Policy

(2) Ensure that all privately owned animals residing in housing have been registered with the Veterinary Treatment Facility within the first 30 days of arrival.

(3) Provide all personnel with the Commander's stray animal policy. Family housing occupants must notify the Housing Office if they later obtain a cat or dog and register the pet(s) with the Veterinary Treatment Facility within 30 days. Upon receipt of that notification, the Housing Office will provide the housing occupants with the Commander's policy for proper care and maintenance of their pet.

(4) Emphasize to pet owners that failure to comply with the Commander's or Balfour Beatty Communities policies may result in a loss of their housing assignment, requiring them to move out of family housing and obtain housing off the Installation. Although a loss of Government quarters may present a hardship to the individual and their Family, this hardship does not justify noncompliance with established Installation policies.

(5) Instruct Family housing occupants to call the Provost Marshal for any stray animal issues after normal duty hours.

i. Pest Control and Other Animal Control Personnel will:

(1) Implement the Uncontrolled Cat and Dog Control Program, unless otherwise directed.

(a) Pest control is responsible for capturing uncontrolled cats or dogs on the Installation.

i. When Installation pest control is insufficiently staffed and resourced, this function can be contracted to a local or Federal agency.

ii. When the Installation pest control function has been contracted, this operation will be performed by the contracted agency, unless otherwise specified.

(2) Receive specialized training from Veterinary Services personnel in the humane treatment and handling of captured stray animals.

(3) Receive medical immunizations and monitoring, as appropriate, to protect from exposure to potential rabies-infected animals.

(4) When lethal shooting is required, the firearm and ammunition to be used will be issued by and under the direct supervision and control of military law enforcement

IMML-ZA

SUBJECT: Stray Animal Control Policy

personnel, who will provide on-site supervision and public safety during the shooting operation.

j. Personnel Who Own Animals and Reside on West Point will:

(1) Identify their pet:

(a) Ensure that their pet is microchipped or have their pet microchipped 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) Microchipping and collars with tags will assist personnel who recover animals that escape to return pets to owners as soon as possible. Collars with tags provide a clearly visible signal to animal control personnel that an animal is someone's pet and not an uncontrolled animal.

(2) Properly care for and maintain pets:

(a) Ensure that pet vaccinations are current and attach rabies vaccination tags 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 daily. Unattended bowls containing water can become a breeding site for mosquitoes. Provide pets shelter from elements and sun 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. Cats are not permitted to be left outdoors at any time.

i. Owners who have American Kennel Club pedigreed pets **AND HAVE APPROVAL FROM THE GARRISON COMMANDER**, may not need to spay or neuter their animals.

IMML-ZA

SUBJECT: Stray Animal Control Policy

ii. Breeding animals for a business (commercial animal) on the Installation is not permitted, even in government housing.

(3) Implement responsible pet ownership:

(a) If a pet escapes or becomes lost on the Installation, the owner should contact the Installation animal control activity or Military Police for assistance and the local Veterinary Services 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 Installation animal control is involved in its re-capture, the Installation Military Housing Office will be notified by Installation pest control or animal control to take appropriate action to ensure that this problem (lack of pet owner control) does not continue. Pet owners may be held fiscally responsible for the capture and care of improperly maintained animals.

(c) The usual fence height for residential units is four feet for chain-link and five to six feet for wooden fences. However, regardless of the fence height or materials used, 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. Do not leave cats outdoors.

ii. With few exceptions, these fence heights will keep dogs confined. However, if the owner has a dog that can escape, an appropriate restraint, such as a chain and collar, must also be used.

k. Supervisors, Facility Managers and Building Custodians will:

(1) Notify Installation animal control personnel 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.

IMML-ZA

SUBJECT: Stray Animal Control Policy

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

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).

I. Privately Owned Animals:

(a) Animals on Post. All domestic animals brought onto or maintained within the confines of the West Point Garrison are included within the meaning of this regulation.

(b) Withdrawal of privileges. Violations of the requirements of this regulation may result in:

(1) Withdrawal of animal keeping privileges.

(2) Removal of the offending animal.

5. PROPONENT. Directorate of Public Works, at (845) 938-2778. This policy memorandum remains in effect until rescinded or superseded.


ANDREW S. HANSON
COL, SF
Commanding