

**PROCEDURE FOR POLICY 1.56 – Pets and Therapy Animals on Campus**

**A. GENERAL**

- 1.00 In these Procedures, reference to “the Policy” shall mean the Pets and Therapy Animals on Campus Policy.
- 2.00 These procedures apply to any Custodian.

**B. GENERAL CONDITIONS AND RESTRICTIONS RELATED TO A PET**

- 1.0 Pets are permitted on “animal friendly” areas, defined as all outdoor areas generally accessible to the public.
- 2.00 At all times, a Pet must be:
  - (i) In close proximity to the Custodian,
  - (ii) Restrained on a leash (no longer than six feet long), in a cage, or under the physical control of the Custodian; and
  - (iii) Licensed and vaccinated as required by law.
- 3.00 If at any time any Pet becomes aggressive or poses a threat to the health and safety of a member of the University or guest, the University may require the removal of the Pet from University property or impose conditions on the Pet’s continued presence.
- 4.00 The Custodian is responsible at all times for all aspects of behaviour and management of the Pet including:
  - (i) Any cleaning and any costs associated with cleaning that may result from the Pet,
  - (ii) Ensuring that feces and urine is cleaned immediately and disposed of in an appropriate receptacle, and
  - (iii) Any excessive noise from the Pet.
- 5.00 Custodians are responsible for any damage their Pet causes to University property or the property of other individuals and for any injuries or illnesses caused by their Pet.

**C. GENERAL CONDITIONS AND RESTRICTIONS RELATED TO A THERAPY ANIMAL**

- 1.00 A Therapy Animal may be brought onto campus, including into a building on campus with the advance written approval of:
  - (i) the Vice-President (Academic) or designate; or
  - (ii) the Faculty or Department Head in charge of the building or portion of the building (e.g. Vice-Provost & Chief Librarian in case of a library or the Associate Vice-President - Housing and Ancillary Services in case of a residence).
- 2.00 An approval granted under section 1.00 shall include conditions regarding:
  - (i) the time and duration for which the Therapy Animal may be on campus;
  - (ii) the location or building where the Therapy Animal is permitted to attend; and
  - (iii) a requirement that the Custodian post notice at entrances to the building that a

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Therapy Animal is present, if applicable.

- 3.00 At all times, a Therapy Animal must be:
- (i) In close proximity to the Custodian,
  - (ii) Restrained on a leash (no longer than six feet long), in a cage, or under the physical control of the Custodian, and
  - (iii) Licensed and vaccinated as required by law.
- 4.00 The Custodian is responsible at all times for all aspects of behaviour and management of the Therapy Animal including:
- (i) Any cleaning and any costs associated with cleaning that may result from the Therapy Animal,
  - (ii) Ensuring that any feces and urine is cleaned immediately and disposed of in an appropriate receptacle, and
  - (iii) Any excessive noise from the Therapy Animal.
- 5.00 Custodians are responsible for any damage their Therapy Animal causes to University property or the property of other individuals and for any injuries or illnesses caused by their Therapy Animal.

### **D. RESPONSIBILITIES OF UNIVERSITY MEMBERS**

- 1.00 University supervisors, managers, directors and Faculty administrators are responsible for the enforcement of this procedure and compliance within their work units.
- 2.00 Faculty members are responsible for the enforcement of this procedure in their classrooms and laboratories.
- 3.00 Western Special Constable Service is responsible for the enforcement of this procedure on all University property and will assist managers, directors and faculty members with the enforcement of this procedure as necessary.