

# PETS ON CAMPUS PILOT PROGRAM

## Frequently Asked Questions

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### 1. How do I register to bring my dog to work?

Employees wishing to bring their dog to work will submit a request to the department head, or their designee, and sign an Authorization and Release form which includes a Waiver of Liability. The dog owner shall be completely responsible for their dog at all times. The owner will also submit all pertinent medical information regarding the dog's vaccinations and flea and tick control regimen.

All dogs must be healthy and pose no reasonable health risk to humans as carriers of active infections, parasites, etc. Dog owners must comply with all State of Rhode Island and local laws and ordinances governing licensing, vaccinations, and control, and must provide proof of compliance, upon request.

Please copy and paste the link below into your browser to begin the registration process.

[http://rwu.co1.qualtrics.com/jfe/form/SV\\_6opquoAbgjz1XeZ](http://rwu.co1.qualtrics.com/jfe/form/SV_6opquoAbgjz1XeZ)

### 2. How long will this Pilot Program be in effect?

The Pilot Program will be in effect for the 2019-2020 Academic Year; however, the University reserves the right to end or extend the program at any time.

### 3. What locations are acceptable to bring my dog on campus?

An approved dog may be allowed on campus in the company of the owner in "animal friendly" areas defined as all outdoor general public access areas. Faculty and staff with private offices or who share an office may bring dogs to work during business hours only.

Dogs are prohibited from entering any classrooms and laboratories; residence halls; dining commons and food preparation areas; Health Services, indoor or outdoor Athletics facilities, including training rooms; One Empire; bathrooms; facilities or trades work areas; rooftops; construction areas; University vehicles, vessels or other motorized equipment; or storage areas.

#### **4. Does my dog meet the prerequisites to bring on campus?**

Your dog must be at least one year old, current on all vaccines (including DAPP and Rabies), parasite-free, spayed or neutered and licensed in the employee's town of residence and wearing current identification tags.

#### **5. Does my dog need to be on a leash?**

Dogs are to be under the control of their owners at all times and are required to be leashed.

#### **6. Are there any dog breeds not allowed on campus?**

No. All breeds are allowed on campus, however, the dog must meet the requirements outlined in the Pilot Policy.

#### **7. How can I report a concern regarding a violation of the pilot program?**

Any employee of the RWU community may file a confidential complaint with the Human Resources Department. The complaint may address any form of misconduct or rule violation on the part of the Pet or owner.

The Director of Public Safety and Human Resources will determine, on a case-by-case basis, how any concern regarding a particular pet will be handled. Actions may include, but are not limited to, warnings, fines, and removal of the Pet from campus, conduct action, and/or other acts deemed necessary. Non-compliance with any decision may result in the loss of the privilege to bring your dog on campus.

#### **8. Is it my responsibility to clean up my dog's waste?**

Yes, it is the owner's responsibility to ensure that their dog relieves itself outside, or in an appropriate container that is kept clean and odor-free, as well as to clean up after the animal and dispose of the animal's waste properly.

In the event that the dog urinates or eliminates waste indoors, owners are responsible for properly cleaning the area. If the dog repeatedly eliminates waste indoors, this may result in the animal not being permitted indoors until able to meet acceptable standards. Dogs should be taken outdoors to relieve themselves.

### **9. What if my co-worker is allergic to dogs?**

Department managers will respect and be sensitive to all of their employee's needs. Employees who because of health conditions, are allergic to dog hair and pet dander, or who are fearful of dogs will not be subjected to a work environment that will exacerbate their condition.

These issues will be taken into consideration prior to granting authorization. Department managers shall be responsible for maintaining copies of documentation for authorization and waivers.

### **10. Can I bring more than one dog to work?**

This Pilot Program only permits a dog owner to bring one dog to work at a time.

### **11. How do I account for time taken to care for my dog during work?**

Employees who bring their dog to work will utilize their designated lunch and break periods to tend to walking or caring for the needs of their dog. If an employee has to leave work to remove their dog from the premises if it becomes ill while on University property, or for any other reasons, the employee will need to submit vacation time. If the employee does not have accrued vacation hours, the time it takes to remove the dog from the premises will be unpaid time.