



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT POLK
6661 WARRIOR TRAIL, BLDG 350
FORT POLK, LOUISIANA 71459-5339

JUL 13, 2016

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy # 4 - Control of Animals on Fort Polk

1. References.

a. Related publications.

(1) Army Regulation (AR) 40-3, Medical, Dental, and Veterinary Care, 23 April 2013.

(2) AR 40-905, Veterinary Health Services, 29 September 2006.

(3) AR 420-1, Army Facilities Management, RAR 24 August 2012.

(4) Joint Readiness Training Center and Fort Polk (JRTC & FP) Regulation 40-3, Animal and Animal Disease Control, 11 July 2003. The statement concerning specific breeds in JRTC & FP Regulation 40-3, paragraph 10-7c, is superseded by this policy.

(5) Garrison Policy Memorandum #23 - Prohibition of the Provision of Food, Water, and/or Shelter to Stray, Feral, or Wild Animals on Fort Polk Military Installation, 15 March 2016.

(6) Corvias Resident Responsibility Guide, 1 July 2016.

b. Referenced forms.

(1) Department of the Army (DA) Form 2028, Recommended Changes to Publications and Blank Forms, September 2015.

(2) Department of Defense (DD) Form 2341, Report of Animal Bite - Potential Rabies Exposure, June 2015.

2. Purpose. This policy establishes rules and responsibilities for protection and control of animals on the Fort Polk installation, whether maintained by residents on Fort Polk or brought onto the installation by non-residents. Any situation concerning animals on Fort Polk not covered by this policy will be handled on a case-by-case basis.

3. Responsibilities.

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a. The Garrison Commander will:

(1) Exercise overall executive and directive authority for the Fort Polk community in matters dealing with the protection and control of animals.

(2) Oversee and protect the privileges of soldiers and family members in privatized housing, ensuring harmony within the community.

(3) Take appropriate administrative action as deemed necessary to include evictions, terminating pet ownership privileges, and other actions.

b. The Directorate of Emergency Services (DES) will:

(1) Enforce the requirements of this policy.

(2) Provide trained, experienced animal control and military police officers to enforce this policy.

(3) Advise the Installation Commander and Garrison Commander on matters concerning the protection and control of animals and the health and welfare of the Fort Polk community.

(4) Serve as the point of contact (POC) for reporting and investigating of violations.

(5) Investigate all complaints dealing with the protection and control of animals. The DES will take appropriate action if a complaint has justification. A complaint may be filed by anyone who believes he/she has a valid grievance. Justification of the complaint will be determined by the DES.

c. The Fort Polk Veterinary Services will:

(1) Provide veterinary health services as prescribed by AR 40-905 and Health Services directives.

(2) Supervise the operation of veterinary services on post. They will establish policies concerning veterinary services.

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(3) Advise the Installation Commander, Garrison Commander, DES, and RCI on matters concerning the protection and control of animals and the health and welfare of the Fort Polk community.

(4) Notify the Director of Morale, Welfare and Recreation (DMWR) as to the appropriateness (that is, acceptable temperament) of any pets in a Family Child Care (FCC) home as part of the certification process. Also advise the activities on matters relating to FCC providers, as needed.

(5) Oversee the overall control and operation of the Veterinary Treatment Facility (VTF) and the Fort Polk Impoundment Facility (until such time that the Impoundment Facility is no longer managed by VTF).

d. The Directorate of Public Works (DPW) will:

(1) Advise the Installation Commander, Garrison Commander, and DES on matters concerning the protection and control of animals and the health and welfare of the Fort Polk community.

(2) Through the Residential Communities Initiative (RCI) partner, serve as the POC for community residents to express their concerns, needs, and recommendations.

(3) Start actions to hasten the resolution of problems brought to their attention by privatized housing residents.

(4) Coordinate directly with the DES and the Fort Polk Veterinary Services about matters involving the protection and control of animals.

(5) Coordinate with Corvias Military Living to enforce this policy in the privatized housing.

e. The Director of Family Morale, Welfare and Recreation (DFMWR) will:

(1) Monitor the introduction of pets in FCC homes.

(2) Provide the FCC staff to evaluate pets in the home and coordinate with Veterinary Services to ensure proper health, care, and control of pets.

(3) Deny, suspend, or revoke FCC certification anytime there has been a bite incident or it is determined that a child may be at risk from pets in the FCC home.

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(4) Send a current monthly list of all FCC providers to Corvias Military Living and RCI.

(5) Any FCC provider must have AKC Canine Good Citizen Certificates for any dog of any breed on their premises (encl 1). The \$300,000 liability insurance will also be required for any dog or cat.

(6) Immediately notify the Military Police and the DMWR of any bite, scratch, or unusual occurrence associated with a FCC provider's pet. Notification must be made whether or not the occurrence concerns an FCC child or another person.

f. The Safety Director will advise the Installation Commander, Garrison Commander, and DES on matters concerning the protection and the health, welfare, and safety of the Fort Polk community.

g. Pet owners and/or the sponsors of pet owners will protect and control animals as stated in paragraph 6.

4. General.

a. Paragraphs 5, 6, 7, 8, and 13 of this policy are punitive. Military personnel who violate this policy are subject to prosecution and /or adverse administrative action under the provisions of Uniform Code of Military Justice. Civilians who violate the provisions of this policy are subject to prosecution for violating any applicable state or federal law and to adverse administrative action, including termination from privatized housing and receiving a bar to the installation.

b. Louisiana law prohibits cruelty to animals. Under Federal statute, this Louisiana law is assimilated as Federal law on the Fort Polk installation, and violators are subject to prosecution in United States Magistrate Court.

c. Owners/sponsors are ultimately responsible for their animals' behavior and actions, and must take measures to ensure their animals behave appropriately at all times on the installation.

d. A pet owner and/or the sponsor of a pet owner must control and care for their pets in a manner which is harmonious with the community. The privilege of residing in privatized housing and access to the installation is dependent on this ability. The Garrison Commander may terminate the pet owner's or sponsor's privilege to maintain a pet and/or access to the installation for failure to comply with this policy. He may also

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approve Corvias Military Living's recommendation to terminate the pet owner's/ sponsor's privilege to reside in privatized housing.

5. Policies for animals on the installation.

a. Keeping animals other than domestic dogs, cats, small caged rodents and birds, and fish on this installation without joint approval by the Post Veterinarian and Corvias Military Living is prohibited.

b. Ownership or harborage of more than three dogs and/or cats per privatized housing unit is prohibited. Exceptions to this policy may be authorized under appropriate circumstances. Owners/sponsors seeking an exception to policy will submit a written request in memo format through the Post Veterinarian to Corvias Military Living for consideration.

c. Dogs belonging to dangerous breeds as defined below are prohibited from Fort Polk privatized housing and installation common areas. No person is allowed to bring pets of the breeds listed below into Fort Polk privatized housing or installation common areas. Residents identified as owning and/or harboring a dog of one of these breeds will be required to immediately remove the pet from the installation, and may lose the privilege to live within the Fort Polk community. Visitors may not bring any dogs of these breeds into housing while visiting friends or Family members.

d. Dangerous breeds are defined as (full or mixed breed) Pit Bulls, American Staffordshire Bull Terriers, English Staffordshire Bull Terriers, Rottweilers, Doberman Pinschers, Chows, wolf hybrids, or any other breed with dominant traits geared towards aggression. In cases of mixed breeds and other disputes, a DNA test, at the Soldier's expense, will be required to prove the dominate breed. Dogs must be boarded in a kennel until the DNA results are presented to Corvias Military Living and RCI. In lieu of a DNA test, the final decision of breed will be made by the Installation Veterinarian or the RCI/Housing Manager.

6. Owner/Sponsor responsibilities for the protection and control of animals.

a. Do not abandon animals on Fort Polk property. Feeding of pets should be in accordance with GPM #23 to ensure stray animals are not fed.

b. Do not leave pets unattended in vehicles during warm weather. If an animal is left unattended in a vehicle, the Military Police will take the necessary action to preserve

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and protect life. This may include entering the vehicle and possibly breaking a window to save the animal.

c. Secure pets in the house or, if outdoors, within a fenced yard, dog run, or other fenced area sufficient to contain the animal on the owner's premises. Pets in unfenced yards on a tether or chain are not allowed. If a pet is tethered inside a fenced area, ensure the tether is not long enough to allow the animal to cross the fence.

d. Provide each animal with the following:

- (1) Sufficient wholesome food and water in a tip-proof container.
- (2) Sufficient shelter from the elements.
- (3) Veterinary care, as needed.
- (4) Humane care and treatment.

e. Provide proper shelter from the weather whenever a pet is kept outdoors. This is especially important at times when the pet is outdoors during extreme weather (cold, rain, hot sun). Pets kept in sunny areas must have access to an area below a roof that provides continuous shade. Shelters for pets housed outdoors in inclement or cold weather will be moisture proof and wind proof. They will be of suitable size to accommodate the animal. Keep cages, pens, bowls, and holding areas clean at all times.

f. Keep dogs and cats on a leash when exercising them off the owner's/sponsor's premises, except in open areas away from privatized housing or in the neighborhood dog parks. Leashes will be either the retractable type or, if not retractable, no longer than 6 feet. When on the owner's/sponsor's premises, keep animals on a leash or inside an adequate enclosure. Make sure that the person with the pet is physically capable of controlling the animal on the leash.

g. Immediately remove any excreta (body waste) deposited by pets on public roads, walkways, or recreation areas. Remove excreta from yards at least once a day.

h. Do not take pets to off-limit locations. Exceptions will be made for Service Animals. The following areas are considered off-limits to animals at all times:

- (1) Public buildings, except for those designated for animal use or care.

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- (2) Any installation parade field.
- (3) Tennis courts.
- (4) Golf Course, except for the walking path around the golf course.
- (5) Swimming pool enclosures.
- (6) Parks and playgrounds.
- (7) Baseball fields.
- (8) School yards.

i. Repair any and all damages to government or private property caused by pets.

j. Make sure pets do not make excessive disturbing noises. These noises include, but are not limited to, continued and repeated howling, barking, whining, or other utterances that cause unreasonable annoyance, disturbance, or discomfort to neighbors or others in close proximity to the premises where the animal is kept or harbored. Pet noises must especially be restricted during quiet hours in the housing area.

k. Owners/sponsors are responsible for the sanitary disposal for deceased pets. Animals (pets or wild) found dead on the installation will be reported to the Military Police Desk. The Military Police will make arrangements through the VTF to dispose of the carcass. Under no circumstances will animals be buried in the privatized housing areas.

7. Registration of pets.

a. All pets maintained in privatized housing must be registered with the Fort Polk Veterinary Services within 5 working days of arrival or acquisition. The registration requirement does not apply to caged small animals, birds, or fish. Dogs and cats must be immunized per local statutes (Leesville and Vernon Parish). The owner/sponsor will be provided with a registration or immunization tag. This tag will be attached to the animal's collar. The animal must wear the collar and tag at all times when the animal is outside the owner's/sponsor's home. Failure to register pets maintained in privatized housing will result in their immediate removal. Failure to register banned breed dogs will result in the owner's/sponsor's eviction.

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b. All dogs and cats maintained in privatized housing must be enrolled in a microchip identification program. Concurrent with registration, pet owners will be required to show proof that their dog(s) or cat(s) is (are) enrolled. If the animal has not been microchipped, the owner must do so within 5 working days of arrival on the installation. This can be done at either the VTF or at a licensed civilian veterinary clinic. Proof of microchipping must be provided to the VTF before the pet's registration is complete.

c. Owners/sponsors must notify Fort Polk Veterinary Services of animals that have died or that they no longer own so the records can be removed from the files. Persons who have animals registered on the installation and who are departing the installation must clear through Fort Polk Veterinary Services.

8. Bite incidents and procedures.

a. Anyone seeing an animal bite or scratch will immediately report it to the Military Police, Veterinary Services, Corvias Military Living and the RCI Office.

b. Any medical treatment facility that treats a patient for an animal bite or scratch must report the incident to the Military Police and to the Fort Polk Veterinary Services using DD Form 2341, Report of Animal Bite.

c. All military personnel who are bitten or scratched by any animal must report to the Emergency Room, Bayne-Jones Army Community Hospital (BJACH). All other military medical care beneficiaries may report for treatment at BJACH or any other facility of their choice. He or she will then be examined and treated, if necessary. If the animal involved in the incident cannot be easily and safely captured, the victim should be ready to give a complete and accurate description to the treatment facility personnel, or the Military Police. The description should include the name of the owner (if known) and location of the animal.

d. All animals that bite or scratch humans are subject to a mandatory 10-day quarantine as rabies suspects. Quarantine may occur at the Fort Polk Veterinary Services Impoundment Facility or a private veterinary establishment (at the owner's expense). Proof of quarantine must be provided to the VTF.

e. The Military Police will capture and impound any animal involved in a bite or scratch incident on the installation when the animal's owner/sponsor:

(1) Is not known.

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(2) Cannot be located.

(3) Refuses to follow quarantine procedures.

f. Animals that have bitten or scratched a person and that subsequently die must be delivered to the Fort Polk Veterinary Services. Veterinary Services will then initiate a laboratory examination for rabies.

g. Owners/sponsors of animals involved in any biting incidents will either:

(1) Remove the animal from post.

(2) Humanely euthanize the animal if it is determined to be a further danger.

(3) Face eviction if refusing to do (1) or (2).

h. Owners/Sponsors of dogs involved in a biting incident must remove any other dogs in their possession from Fort Polk and may not register any new pet for the remainder of their assignment at Fort Polk. If the bite is determined to be defensive or otherwise justified, the owner/sponsor may request an exception to policy to keep the dog (through RCI to the Garrison Commander).

9. Dangerous animals. The Fort Polk Installation Veterinarian has the primary authority to declare an animal dangerous. In the absence of the Fort Polk Veterinarian, the DES and or RCI will have the authority.

10. Impoundment of dangerous animals. The Military Police have the authority to impound an animal if it is determined that impoundment is necessary to protect the public. Impoundment may occur at the Fort Polk Veterinary Services Impoundment Facility (at the owner's expense) or at a private veterinary clinic or private kennel (at the owner's expense). Proof of impoundment must be provided to the VTF.

11. Action required if an animal is declared dangerous and the avenue of appeal.

a. If an animal is declared dangerous, the owner/sponsor will be ordered by Corvias Military Living/RCI Office to remove the animal from the installation or to have the animal humanely euthanized to protect the public. This order may be initially issued verbally and followed by a written order within 24 hours.

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b. Should any compelling reason exist which the owner/sponsor believes would be sufficient to justify a modification or termination of the removal order, the owner/sponsor should submit a written request, within 3 working days from receipt of the order, through the chain of command to the Garrison Commander for consideration. After 3 working days, owners should expect the original order to be executed without delay.

12. Stray animals.

a. All suspected/observed stray animals will be reported to DES.

b. Owners/sponsors are responsible for and will pay all expenses incurred during an animal's impoundment. If necessary, garnishment of the owner's/sponsor's pay may be utilized to accomplish this. This does not apply to an animal impounded for a biting incident or suspicion of rabies.

c. The Fort Polk Veterinarian may humanely euthanize any loose or stray animals brought by Animal Control without waiting 3 working days if the animal is seriously injured or ill and appears to be suffering. The determination of suffering will be made by the Fort Polk Veterinarian based on his/her professional training.

d. DES officers may use any means necessary to aid in the capture and control of loose or stray animals, to include bite poles, humane-catch traps, snares, nets, net guns, dart guns, and/or chemical immobilization. In extreme conditions, lethal force may be necessary to subdue an animal.

13. Abuse or neglect of animals.

a. The public is encouraged to promptly report to the Military Police, Veterinary Services, or Corvias Military Living/RCI Office any suspicion that an animal is being abused, mistreated, or neglected.

b. A person commits the offense of cruelty to an animal if he or she intentionally or knowingly:

(1) Tortures or intentionally torments an animal.

(2) Fails unreasonably to provide necessary food, care, or shelter for an animal in his or her custody.

(3) Abandons an animal in his or her custody.

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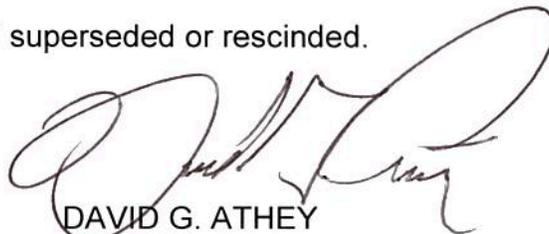
- (4) Transports or confines an animal in a cruel manner.
- (5) Intentionally kills, injures, or administers poison to an animal.
- (6) Causes one animal to fight with another.
- (7) Uses a live animal as a lure in dog race training or in dog coursing on a racetrack.
- (8) Seriously overworks an animal.
- (9) Any other act identified in Federal or Louisiana law.

c. The Military Police will investigate all incidents of suspected abuse, mistreatment, or neglect of animals. They are authorized to impound such animals at Fort Polk Veterinary Services. The owner/sponsor will be responsible for all expenses incurred during the impoundment, to include costs for veterinary medical care necessary to restore the animal to a healthy state. The Fort Polk Veterinarian will aid the Military Police in the investigation by offering a medical opinion as to whether or not the condition of an animal is likely to have been the result of natural disease process or of suspected abuse, mistreatment, or neglect. The Garrison Commander will decide final disposition of confirmed abused, mistreated, or neglected animals. Animals may be impounded at the owner's/sponsor's expense while the investigation is being conducted.

d. Whenever the Military Police impound an animal as a result of suspected abuse, mistreatment, or neglect, they will remove and impound all animals in the household, whether involved in the original complaint or not. The impoundment of these animals will be conducted in accordance with paragraph 13d above.

14. Proponent. The Residential Communities Initiative Office (RCI) Housing Office is the proponent for this policy.

15. This policy will remain in effect until superseded or rescinded.



DAVID G. ATHEY
COL, AR
Commanding

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CGC Evaluators in Louisiana

City	Name	Contact Info
Abita Springs	Don Abney	training@abcantra.com
Alexandria	Joseph James	joseph@hardcorpstactical.com
Alexandria	Denise Gatlin	ddgat0306@aol.com
Alexandria	Dara Rogers	dbrooke407@gmail.com
Amite	Carolyn Kerner	doggoneright@eatel.net
Baton Rouge	Petco # 1580	225-332-5515 Attn: General Manager
Baton Rouge	Patrick Ransom	patrickspack@yahoo.com
Baton Rouge	Petco # 1414	225-297-5997 Attn: General Manager
Belcher	Margaret Bird	obedientlabs@yahoo.com
Breaux Bridge	Victoria Locklin	v_locklin777@yahoo.com
Breaux Bridge	Laura Miller	laurapmiller@yahoo.com
Broussard	Dustin DeRouen	dustin@swampdogtraining.com
Covington	James Roberts	italianmastiffs@yahoo.com
Covington	Petco # 1576	985-809-2655 Attn: General Manager

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Denham Springs	Petco # 1475	225-665-0507 Attn: General Manager
Folsom	Annique Smith	smithtw@gci.net
Grand Chenier	Samantha Collins	sammyq715@comcast.net
Greenwell Springs	Diane Sylvester	dssdiane@cox.net
Harvey	Petco # 1404	504-362-6711 Attn: General Manager
Houma	Petco # 1433	985-851-3148 Attn: General Manager
Houma	Jamsel Vedros	planetvedros@yahoo.com
Jefferson	Stacey Spies	coolcanines@yahoo.com
Jefferson	Jean Bergez	roger.bergez@gmail.com
Kenner	Petco # 1417	504-469-1880 Attn: General Manager
Kenner	Cynthia Gray	iambeargray@yahoo.com
Lacombe	Jeff Lyle	jclfreeze@yahoo.com
Lafayette	Petco # 1571	337-406-1791 Attn: General Manager
Lafayette	Petco # 1480	337-232-5385 Attn: General Manager
Lake Charles	Victoria Bourgeois	vikki.bourgeois@gmail.com
Lake Charles	Britney Blanchette	info@bonschiens.com

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Lake Charles	Petco # 1494	337-474-2711 Attn: General Manager
Lake Charles	Kristi Hebert	kristib44@gmail.com
Lake Charles	Sallie Shepherd	ckcevents@yahoo.com
Lake Charles	Molly Frank	wizzyemey@gmail.com
Lake Charles	Margaret Hebert	offtheleashdogtraining@yahoo.com
Lake Charles	Megan Manuel	megan@lakecharlespitbullrescue.com
Lena	Tina Frey	cypressarrow@aol.com
Mandeville	Julie Hill	prankstr2@bellsouth.net
Mandeville	Ted Carlson	tedcarlsondogtraining@gmail.com
Metairie	Marie-Alice Rousselle	DobeFan@aol.com
Metairie	Ann Irwin	annzde@gmail.com
Metairie	Petco # 1436	504-454-0468 Attn: General Manager
Metairie	Hollie Gomila	hollie@la-sPCA.org
Monroe	Petco # 1413	318-322-3693 Attn: General Manager
Morgan City	Catherine Stephens	canineetiquettetrainer@yahoo.com
New Orleans	Casey Galloway	gallowaycasey@gmail.com

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New Orleans	Petco # 1569	504-392-0956 Attn: General Manager
New Orleans	Petco # 1431	504-899-6122 Attn: General Manager
New Orleans	Shyneice Baker	shyneileb@gmail.com
New Orleans	Ann Becnel	abcompaniondogs@gmail.com
Pineville	Nancy Stokes	nsjustice1010@yahoo.com
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River Ridge	Connie Back	codack@bellsouth.net
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Saint Rose	Jeanne Stephens	angelicashelties@cox.net
Shreveport	Maureen Kidd	mkidd@theglensystem.org
Shreveport	Elizabeth Scorzelli	sawyer422@aol.com
Shreveport	Petco # 481	318-524-0540 Attn: General Manager
Shreveport	Joan Lowrey	RottnRidge@comcast.net
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Shreveport	Randal Coburn	randy@wipeyourpawsshreveport.com
Slidell	Brett Greene	brettngreene@gmail.com
Sulphur	Nicola Johnson	starbarksk9academy@gmail.com
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