

November 1, 2005

**POINT REYES NS STANDARD OPERATING PROCEDURE #PR-01**

**SUBJECT: EMPLOYEE PET POLICY, REGULATIONS AND RULES FOR  
EMPLOYEES IN GOVERNMENT HOUSING**

**POLICY**

It is the policy of Point Reyes National Seashore to allow **permanent** employees in government housing to keep pets subject to the following stipulations. These regulations and rules are formulated to protect individual rights, park resources and Government property. It is of primary concern that ownership of pets not conflict with the natural setting of the National Seashore nor with the right of visitors and residents alike to enjoy these resources in their natural setting. Willful, flagrant, or recurrent violation will result in loss of pet privileges for the pet owner and possible loss of government housing.

**REGULATIONS**

1. The Code of Federal Regulations, Title 36, Chapter 1, Section 2.15, states in part:
  - a. "Pets may be kept by employees in park housing consistent with the provisions of this section and in accordance with conditions which are established by the Superintendent. Violation of these conditions is prohibited.
  - b. Dogs, cats, and other pets are prohibited unless they are crated, caged, or on a leash (not exceeding six feet in length), or otherwise under physical restrictive control at all times (i.e., in a fenced yard).
  - c. Pets are prohibited in public buildings, public transportation vehicles, or any structure or area closed to the possession of pets by the Superintendent. With the posting of appropriate signs, the Superintendent may also designate other portions of the park area where pets are not permitted. This paragraph shall not apply to guide dogs while working (training is not included).
  - d. Dogs, cats, or other pets running at large and observed by an authorized person in the act of killing, injuring, or molesting humans, livestock or wildlife may be destroyed if necessary in the interest of public safety or for the protection of wildlife, livestock or other park resources."
2. Citing the authority contained in section 2.15 of the Federal Regulations, the Park Superintendent has authorized the keeping of pets subject to the following conditions:
  - a. The Park Superintendent authorizes park residents to keep dogs and requires that all dogs must be licensed by their owners with the Marin Humane Society.

- b. Other domestic pets, such as cats, caged birds, turtles, aquarium fishes, etc., need not be licensed. Cats must wear collars with an identification tag (having a micro chip implanted is also highly recommended).

**POINT REYES NATIONAL SEASHORE PET RULES:**

1. Pets permitted: Normal household pets that can be permanently contained within the employee's household. Examples of normal household pets include: dogs, cats, caged birds, aquarium fishes, non-poisonous snakes, mice, rats, hamsters, guinea pigs, etc.
2. Pets not permitted:
  - a. Wildlife native to the park.
  - b. Rare, endangered, or threatened species.
  - c. Pets which cannot be permanently confined within the employee's residence.
  - d. Pets displaying hostile or threatening behavior which might frighten or harm humans or native wildlife.
  - e. Domestic livestock, including horses, cows, pigs, fowl, poultry and rabbits.
  - f. Exotic animals such as large parrots and monkeys.
3. No pets of any type are allowed in seasonal and/or shared housing.
4. No more than two dogs, or two cats, or a combination of a dog and a cat totaling no more than two per household will be allowed.
5. Residents of government housing will be held responsible for any damage to the house or yard caused by their pet(s). Residents will be held financially liable for any repair and/or cleanup costs that the maintenance staff determines to be beyond normal wear and tear of the housing, the surrounding grounds or the park's natural or cultural resources. A bill of collection will be issued to the resident for damage that is caused by his/her pet(s).
6. Pet owners are responsible for disposing of unwanted pets, or pets deemed undesirable by the Park Superintendent. Under no circumstance are owners allowed to release unwanted pets into the wild or allow a pet to become feral.
7. Pets will not be allowed to defecate in another resident's yard or in a place where sanitation is a problem. The pet owner is responsible for properly disposing of the pet's fecal matter. Depositing in the trash is an acceptable means of disposal.
8. Pet owners are responsible for any property damage or personal injury inflicted by their pets. Pets suspected of biting persons or exhibiting hostile behavior may be subject to quarantine and removed from park housing.
9. No pet may be kept under conditions determined to be inhumane by applicable Marin County laws and regulations or by the Park Superintendent.

10. All pet owners must register and/or re-register, with the Chief Ranger's Office, any and all pets within thirty (30) days of establishing residency within the park. Any "new" pets must be registered within 30 days of ownership.
11. No pet that creates a repeated/sustained nuisance by barking, whining, crying, howling, or by other means will be allowed to remain in the park.
12. **All pets, including dogs and cats, must be under restraint at all times when outside,** either by means of a leash, or within a fenced enclosure. Caged pets shall be in their cages at all times when outside. Yard fences or other fenced enclosures may be constructed, at the occupant's expense, at residences with prior written approval of the Park Superintendent in accordance with the park housing policy. Fences will not be maintained or provided by the government and must be removed by occupant upon vacating premises.
13. Dogs and cats must wear an identification tag at all times (it is also highly recommended that both dogs and cats have a micro chip implanted). Dogs must wear their license at all times. Dogs or cats observed outdoors without an identification tag will be considered feral animals and impounded.
14. No employee-operated for-profit, or non-profit, animal breeding programs will be allowed in Point Reyes National Seashore.
15. Pets belonging to house-guests are subject to the same restrictions as those of the tenant.
16. Government offices will not be allowed to keep "mascot" pets.
17. Authorization to keep pets may be revoked at any time, by the Superintendent, based on adverse impact on government housing, surrounding grounds, the park's natural or cultural resources, other residents, employees or visitors.

## **ENFORCEMENT PROCEDURES**

The Chief Ranger's Office will maintain a pet registration log.

1. A free-roaming pet, which is in violation of the regulations and rules of the park pet policy, shall be impounded by ranger or wildlife staff and taken to the Marin Humane Society. The pet may be released to the owner upon payment of accrued impound fees. Pets not claimed at the Marin Humane Society within the prescribed time may be destroyed in a humane manner or put up for adoption after an evaluation.
2. **Recurrent violations of these regulations and rules will result in administrative action against the pet owner and loss of pet privileges OR occupant may be requested to vacate park housing within 30 days as per the housing agreement.**

3. If three (3) violations of the pet policy are documented by either the Chief Ranger or Housing Officer within an eighteen (18) month period, the pet owner will be required by the Superintendent to remove the offending pet from the park permanently.

**ANY REQUESTS FOR VARIATIONS AND/OR EXCEPTIONS TO THIS POLICY MUST BE SUBMITTED, IN WRITING, TO THE PARK SUPERINTENDENT FOR APPROVAL.**

Don L. Neubacher

**RESPONSIBLE OFFICE:** Superintendent

**DISTRIBUTION:** Government Quarters Occupants  
All Supervisors  
All Division Chiefs

**PET REGISTRATION/ACKNOWLEDGEMENT OF PET POLICY**

**Tenant Name:** \_\_\_\_\_

**Residence number:** \_\_\_\_\_

**I currently have the following number of pets:**

\_\_\_\_ no pets

\_\_\_\_ dog

\_\_\_\_ cat

\_\_\_\_ other (please state type and number)

**Pet's Name:** \_\_\_\_\_ **dog** \_\_\_\_ **cat** \_\_\_\_ **other:** \_\_\_\_\_

**Breed:** \_\_\_\_\_ **sex:** \_\_\_\_\_ **color/markings:** \_\_\_\_\_

**Pet's Name:** \_\_\_\_\_ **dog** \_\_\_\_ **cat** \_\_\_\_ **other:** \_\_\_\_\_

**Breed:** \_\_\_\_\_ **sex:** \_\_\_\_\_ **color/markings:** \_\_\_\_\_

**I acknowledge receipt of the Pet Policy Regulations and Rules for Employees in Government Housing for Point Reyes National Seashore. I understand and agree to the terms and conditions as stated in the document. I am aware that violations, after administrative determination, may result in loss of pet privileges and/or park housing.**

**Tenant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chief Ranger Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_