



**DEPARTMENT OF THE AIR FORCE
UNITED STATES SPACE FORCE
SPACE LAUNCH DELTA 30**

MEMORANDUM FOR ALL VANDENBERG SFB (VSFB) MILITARY PERSONNEL,
CIVILIAN EMPLOYEES, CONTRACTORS, DEPENDENTS AND
VISITORS

FROM: SLD 30/CC

SUBJECT: Installation Pet Policy

1. All individuals on VSFB are subject to the rules and directives outlined in this policy regarding privately owned pets on VSFB, to include military and civilian personnel with service animals or emotional support animals, sometimes referred to as comfort/therapy animals.

2. No person, military or civilian, may bring dogs or other animals to their duty location except for official purposes, in accordance with 41 CFR § 102-74.425.

a. Exceptions may be made by SLD 30/CV for Support, on a case-by-case basis, as an accommodation for service animals and emotional support animals.

b. In all cases, the owner is responsible for the care and supervision of his or her animal. If an animal behaves in an unacceptable way, disrupts the workplace or the owner fails to control the animal, SLD 30/CV will review the incident(s) and may direct the animal to be removed from base.

3. A "service animal" is defined as an animal individually trained to do work or perform specific tasks for the benefit of an individual with a disability. Emotional support, comfort and therapy animals are not considered service animals, even when used as part of a medical treatment plan. Documents designating any animal as an emotional support or comfort/therapy animal do not automatically qualify an animal as a service animal.

a. Assigned military personnel who have a documented emotional support animal for their condition are mandated to receive an evaluation by a qualified mental health provider before bringing any pet on the installation. Off-base mental health provider evaluations must be coordinated through the 30 MDG Mental Health Clinic prior to bringing the animal on base. Documentation from an independent source designating a pet as an emotional support or comfort/therapy animal does not fulfill this requirement.

1) Military mental health providers will independently assess the need for an emotional support or comfort/therapy animal as part of an approved medical treatment plan for any military

member. They will advise military commanders of any duty limitations, or any recommendations for additional evaluation or treatment, in accordance with Department of Defense Instruction 6490.04.

2) Military members who have dependents with a documented need for an emotional support or comfort/therapy animal must immediately complete DD Form 2792, *Family Member Medical Summary*, to initiate the process for evaluation and possible enrollment of dependents in the Exceptional Family Member Program after identification of special needs involving the support of an animal.

b. Civilians, including Federal and contract employees, seeking to bring an emotional support or comfort/therapy animal on base must provide sufficient medical documentation from their primary care physician or local mental health provider that certifies a qualifying disability and the need for an emotional support animal, prior to bringing the animal on base. Requests for accommodation should be forwarded through the supervisor or manager in accordance with DAFI 36-2710, *Equal Opportunity Program*, Chapter 14.

1) In accordance with DAFI 36-2710, *Equal Opportunity Program*, Chapter 14, the employee will coordinate with supervisors and managers on reasonable accommodation and return to work issues. This may require supervisor consultation with the Installation Disability Program Manager, Civilian Personnel Section/NAF-Human Resources, or the servicing legal office, in the receipt, review and determination process in response to an employee's reasonable accommodation for any medical need for a service or emotional support animal.

2) Pet owners seeking an approved accommodation will be required to show veterinarian certification of all required vaccinations. Dogs and cats must have a metal vaccination tag attached to a collar around the neck at all times, and an implanted microchip with the owner contact information.

4. The following dog breeds (including mixed breeds) are prohibited on VSFB: Akita, Chow Chow, Doberman Pinscher, Pit Bull, Rottweiler, American Staffordshire Terrier, English Staffordshire Bull Terrier, wolf hybrids of any kind and any other dog breed or individual dog with dominant traits geared toward aggression. Additionally, on-base residents are prohibited from boarding any exotic, farm or wild animals.

a. Personnel residing off base and owning a prohibited dog breed will be allowed access to the Base Veterinary Clinic. Prohibited dog breeds must remain muzzled and on leash in public areas.

b. Personnel with a service dog or emotional support dog that is also one of the breeds listed above must have documentation stating the dog is a qualified service dog or have an approved accommodation for an emotional support dog.

1) If the owner is a resident of privatized housing, they must obtain an approved exception from SLD 30/CV and from Balfour Beatty Communities (BBC). Members should route

exception requests through their unit with all applicable documentation (EFMP validation for dependents, military mental health validation for military members, registration/vaccination documentation, etc.) to SLD 30/CV for consideration. If the exception is approved, the privatized housing resident (or applicant) must submit an exception request with the SLD 30/CV approved exception letter attached to BBC for their consideration and approval. If approved by both SLD 30/CV and BBC these breeds shall be muzzled when in public areas.

2) All individuals entering VSFB with a service dog or documented emotional support animal of a prohibited breed are not permitted to bring the dog on base except to access the Base Veterinary Clinic or as an accommodation approved by SLD 30/CV. In all cases, these dogs must remain muzzled and on leash while in public areas.

c. Reports of unauthorized dog breeds on VSFB will be investigated by 30 SFS. If it is determined the dog is not authorized on the installation, the owner of the animal will be issued a Pet Control Incident Letter, which may result in the permanent removal of the animal from VSFB Exclusive Jurisdiction areas. If the owner is a resident of privatized housing, 30 SFS will advise BBC of the unauthorized animal so they can take action in accordance with the provisions of the resident's lease.

5. Residents of VSFB privatized housing must register all dogs and cats with the Base Veterinary Clinic and comply with all VSFB and BBC policies regarding pet registration to include the Privatized Housing Pet Addendum. Although many installation pet policies are similar, there are cases where BBC requirements are more stringent than the overall base policy. Residents are responsible for ensuring they are in compliance.

a. Registration consists of a civilian or military veterinarian certification of all required vaccinations and receipt of a metal license tag that must be attached to a collar around the pet's neck at all times.

b. All dogs and cats must also have a microchip with chip information updated for their current residence, to help identify strays and assist pet owners in recovering lost pets. Implantation does not have to be performed by the Base Veterinary Clinic and is available from most civilian veterinarians.

c. Key & Essential applicants required to reside on base who own a prohibited breed pet prior to arrival at VSFB may submit an exception request for consideration to SLD 30/CC since they do not have the option to reside off-base where their pet may be authorized. If approved by SLD 30/CC, the individual must also submit an exception request to BBC for consideration and approval before the prohibited breed pet is authorized to reside in the home. If fully approved, these dogs must be muzzled and on leash while in public areas.

6. Pet owners must control their pets and keep them from threatening or injuring any person or other pet, destroying property or otherwise creating any public nuisance or disturbance. Pets on VSFB must be controlled by a suitable leash, harness, kennel or cage when outside the home or

enclosed yard. A pet found running loose is evidence that the owner is not properly controlling the pet. Reports of stray animals within the housing area should be reported to BBC community management.

7. 30 SFS will immediately investigate all reports of animal bites or scratches occurring on VSFB. If the animal owner is a privatized housing resident, 30 SFS will notify BBC and the 30 CES Military Housing Office within five duty days of the incident.

a. Whenever a person is bitten or scratched by an animal they should seek medical treatment, then follow up with the 30 MDG Public Health office. Public Health will initiate the DD Form 2341, *Animal Bite Report-Potential Rabies Exposure*, and route to the Chief of Aerospace Medicine and the Base Veterinarian for review.

b. If an animal that bites or scratches an individual is un-vaccinated, the Base Veterinarian will quarantine it for ten days. Quarantine will be at owner expense, at an approved facility chosen by the Veterinary Clinic.

c. Animals with a current rabies vaccination that bite or scratch an individual may be quarantined at the owner's residence, or as otherwise directed by the Base Veterinarian, until resolution of the incident. While quarantined, no one outside immediate family may have contact with the pet until resolution. BBC may also choose to take action in accordance with provisions of the resident's lease.

d. Failure to obey a quarantine restriction will result in automatic forfeiture of all pet privileges. 30 SFS will immediately notify the BBC Community manager to ensure the lease agreement pet authorization is revoked.

8. Whenever an animal causes a serious incident, SLD 30/CV may review the incident(s) and may direct removal of the animal from the installation. When the Commander orders removal, the animal must be removed from VSFB within 24 hours and the owner must present proof of removal.

9. No dogs are allowed (on or off leash) on base beaches designated as western snowy plover habitat from 1 March through 30 September of each year. Otherwise, dogs are allowed only on base beaches while on leash. There are no opportunities to have a dog off leash on any base beach.

10. This policy is effective immediately. All VSFB assigned personnel and residents of BBC Privatized Housing are expected to be familiar with and comply with this memorandum and the pet policy associated with their lease agreement for the privatized housing area.

MARK A. SHOEMAKER, Colonel, USSF
Commander