



Saint Louis University – Office of Risk Management

Guidelines - Animals on Campus by External Group

Scope

These guidelines, accompanied by insurance requirements, are established to ensure the safe and responsible presence of animals on campus when brought by external groups, such as the Humane Society, therapy animal organizations, or similar entities. The University recognizes the positive impact of animal interactions and aims to provide a comprehensive framework that prioritizes the well-being of both the campus community and the animals involved.

Guidelines

The following guidelines focus on safety, responsibility, and compliance and are provided to ensure the safety and success of the event. All participants, volunteers, and spectators must adhere to the following safety measures.

1. Departments to Notify - Approval Process

- a. External groups intending to bring animals on campus must seek prior approval from university authorities. The approval process includes submitting a request outlining the purpose, type of animals, proposed schedule, and compliance with insurance requirements.
 - i. Event Services - 314-977-6338
 1. Must be contacted to schedule the event.
 - ii. Department of Public Safety (DPS) – 314-977-3000
 - iii. Risk Management – 314-977-3952 or riskmgmt@slu.edu
 1. Must provide Certificate of Insurance with required limits and SLU named as additional insured.
 2. Risk Management to provide Waivers for participation.

2. Types of Animals Allowed

- a. Therapy Animals:
 - i. Trained and certified therapy animals, such as dogs, are generally permitted for scheduled campus visits.
 - ii. Certification documentation must be provided in advance.
- b. Humane Society or Animal Rescue Groups:
 - i. Animals brought by humane societies or animal rescue groups for events must be approved in advance.



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3. Documentation regarding the health and behavior assessment of animals should be submitted.

- a. Health and Safety Requirements
 - i. Vaccinations
 - 1. Animals must be up-to-date on vaccinations, and documentation should be provided.
 - 2. Dogs should be vaccinated against rabies and other relevant diseases.
 - 3. Animals should possess health certificates issued by a licensed veterinarian, especially if they are brought from outside the local area.
 - ii. Behavioral Assessment:
 - 1. Animals' behavior should be assessed to ensure they are well-behaved, non-aggressive, and suitable for public interaction.

4. Event Supervision

- a. Trained Handlers
 - i. Trained and responsible handlers must accompany each animal.
 - ii. Handlers should be knowledgeable about the specific needs and behavior of the animals.
- b. Supervision During Interactions:
 - i. Animals should be under direct supervision and control during all interactions with the campus community.

5. Location and Timing

- a. Designated Areas
- b. Animal interactions should take place in designated areas approved by the University.
- c. Outdoor locations are preferred to minimize indoor allergen exposure.
- d. Events should be scheduled during times when there is minimal disruption to academic activities.

6. Emergency Preparedness:

- a. Emergency Protocols
 - i. External groups must be familiar with and adhere to the University's emergency protocols.



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- ii. A designated contact person should be available for coordination during unforeseen circumstances.

7. Insurance Requirements

- a. Liability Insurance
 - i. External groups must provide evidence of liability insurance with coverage limits deemed acceptable by the University.
 - ii. The University should be named as an additional insured on the policy.
- b. Coverage Period:
 - i. Insurance coverage must be in effect for the entire duration of the event, including setup and breakdown.

8. Compliance

- a. Non-compliance with these guidelines and insurance requirements may result in the denial of future requests from the external group to bring animals on campus.

These guidelines and insurance requirements are subject to periodic review and revision by University Risk Management to ensure alignment with safety and welfare standards.