



DEPARTMENT OF THE NAVY  
U.S. DEFENSE REPRESENTATIVE GUAM/COMMONWEALTH OF THE  
NORTHERN MARIANA ISLANDS/FEDERATED STATES OF  
MICRONESIA/REPUBLIC OF PALAU  
PSC 455 BOX 152  
FPO AP 96540-1000

IN REPLY REFER TO:

USDEF REP GUAM/CNMI/FSM/ROP//  
COMNAVMARIANASINST 10570.1

N7  
04 JUN 2006

USDEF REP GUAM/CNMI/FSM/ROP//COMNAVMARIANAS INSTRUCTION 10570.1

Subj: MANAGEMENT AND CONTROL OF PRIVATELY-OWNED DOMESTIC  
ANIMALS

Ref: (a) SECNAVINST 6401.1A  
(b) American Veterinary Medical Association Compendium on  
Rabies

Encl: (1) Privately-Owned Domestic Animal Management and  
Control Regulations  
(2) Sample Transfer of Ownership Memorandum

1. Purpose. To establish policy and prescribe procedures in accordance with references (a) and (b) for the management and control of privately-owned domestic animals, as well as the measures necessary to protect the health and safety of people and animals onboard military installations within the USDEF REP Guam area of responsibility.

2. Cancellation. USCINCPAC REP GUAM/CNMI/FSM/ROP//COMNAVMARIANASINST 10570.1. This instruction has been revised in its entirety.

3. Discussion

a. All animals brought on or kept within the confines of military installations on Guam are under the jurisdiction of USDEF REP Guam. The privilege of keeping a domestic animal on these installations may be withdrawn at any time by the Installation Commander (or designated representative) when it is determined the animal's continued presence threatens the health or safety of others; when the animal is determined to be a public nuisance; or when a military sponsor is unable to control the animal.

b. Management and control of privately-owned domestic animals is necessary to reduce the incidence of disease among animals, to minimize the exposure of animal diseases to humans,

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and to protect the health and safety of persons and animals. Recognized effective measures, including registration, permanent identification, restrictions on ownership and maintenance, vaccinations, specific diagnostic tests, and treatment for communicable disease conditions are prescribed in enclosure (1). Enclosure (2) of this instruction contains a Sample Transfer of Ownership Memorandum.

c. Violation to these provisions provide a basis for disciplinary action for personnel subject to the Uniform Code of Military Justice.

4. Action. All personnel will comply with this instruction.



C. J. LEIDIG

Distribution:

USPACOM REP GUAM/CNMI/FSM/ROP//COMNAVMARIANASINST 5216.1V  
Lists I, II, and III

PRIVATELY-OWNED DOMESTIC ANIMAL  
MANAGEMENT AND CONTROL REGULATIONS

1. Authorized Animals. Privately owned domestic animals such as dogs, cats, fish, and small caged animals (birds, hamsters, rabbits, guinea pigs, etc.) are authorized to be kept on military installations in compliance with this regulation. Due to the nature of their duties, government-owned dogs are exempted from the requirements of this regulation, except as indicated.
2. Prohibited Animals. The following animals are not to be brought or kept on any military installation on Guam:
  - a. Wild animals such as skunks, raccoons, ferrets, foxes, wolves and their hybrids (crosses between wild and domestic animals, regardless of the percentage in the cross).
  - b. Exotic animals such as monkeys and snakes.
  - c. Livestock such as goats, pigs, sheep, and poultry.
3. Limitations on Ownership/Prohibitions
  - a. Ownership or maintenance is limited to two domestic animals per housing unit. Litters of puppies, kittens, or small caged animals, while not required to be registered when born, will be registered or disposed of by 60 days of age.
  - b. With the exception of fish and guide dogs for the blind or deaf, maintenance of a domestic animal is not authorized in Bachelor Quarters (BQs), transient billeting or guest houses. A list of available commercial boarding kennels will be posted in the billeting office for referral to guests who are required to board their animals.
  - c. Breeding or raising of animals for commercial, profit-making purposes is prohibited. "Commercial raising" is defined as more than one litter per family unit in a year.
4. Animal Registration. All domestic animals, except small caged birds, mammals, and fish, will be registered at the installation Veterinary Treatment Facility (VTF) within five working days after arrival.

The following are required to be presented to VTF staff at the time of registration:

a. Written certification of required vaccinations for dogs and cats. If written certification is not provided, an appointment will be made with the VTF to have the required vaccination administered before registration. All animals will be registered annually at the time they receive vaccinations. If the animal is vaccinated by an off-base civilian veterinarian, proof of such must be provided to the VTF annually.

b. Proof of microchip. All privately owned animals (dogs and cats) living on Guam installations are required to have an approved microchip permanently implanted under the skin between their shoulders (scapula). Proof will consist of the detection of chip by installation veterinarian using a scanner. The microchip implant will be checked for accuracy during annual visits. Owners of privately owned dogs and cats currently living on Guam installations will make every effort to obtain a microchip for their pets as soon as possible. A grace period will be in effect for six (6) months from the date of this document.

c. A written certification of completion of quarantine required by Guam law must be presented at time of registration, if applicable.

d. Special registration requirements for unusual animals and birds will be determined by the installation veterinarian in accordance with reference (a).

e. When a change of ownership of the pet occurs, the owner of record will be held responsible until the registration tag is returned to the VTF and a memorandum transferring ownership, per enclosure (2) of basic instruction, is completed. If the animal remains on the installation, the new owner must re-register the animal. If the animal has been given to the local community shelter for adoption, documentation of this transaction must also be brought to the VTF.

## 5. Vaccination Requirements

a. Vaccinations will be conducted as follows, using the vaccine listed in the most recent issue of reference (b) of the basic instruction:

(1) Cats and dogs must receive initial rabies vaccinations between three and four months of age and annually thereafter, or as determined by the installation veterinarian.

(2) Puppies must be vaccinated for common canine diseases (canine distemper, hepatitis, leptospirosis, corona, parvo, and parainfluenza) on an individual schedule determined by the installation veterinarian. All other dogs must be vaccinated as required upon arrival, and revaccinated on an annual basis.

(3) Kittens must be vaccinated for common feline diseases (feline rhinotracheitis, calicivirus, panleukopenia, and chlamydiosis) on an individual schedule as determined by the installation veterinarian. All other cats must be vaccinated as required upon arrival, and revaccinated on an annual basis.

(4) Vaccinations for stray animals. Animals impounded as strays or rabies suspects at the VTF will be subject to the vaccinations considered necessary by the installation veterinarian.

(5) Vaccinations for other animals. All other mammalian animals authorized to be kept on area military installations may be vaccinated by a licensed veterinarian against rabies and any other disease for which vaccine is available, as determined by Commander, Western Pacific District Veterinary Command (WESPAC DVC) and reference (a). Although other mammals may be vaccinated against rabies, official recognition of such vaccinations will not be made unless the vaccine used is specifically cleared for use in that species.

b. Vaccinations will be recorded in triplicate on DD 2208, Rabies Vaccination Certificate. The original copy is given to the owner, one copy is filed in the registration file, and one copy is retained in the animal's health file.

c. A rabies vaccination tag for cats and dogs will be provided to the owner and will be attached to the animal's collar. The tag must be worn at all times the animal is outside the owner's quarters.

6. Transient Animals. "Transient animals" are those belonging to authorized sponsors of animal shows, field trials, and other activities which involve bringing animals onto an area military installation. When required, the installation veterinarian will

be provided an estimated number of animals necessary for the activity 30 days prior to the animals being brought onboard the installation. To protect the welfare of the installation, transient animals may be required to have all written certifications of vaccinations and tests, as well as a certification of health signed by a veterinarian not more than 10 days before entry. When the animal's health is in question, the installation veterinarian will be notified and has the authority to deny entry to, or cause removal of, any animal from the installation.

7. Domestic Animal Control

a. The hours between 2200 and 0600 are designated as quiet hours and animals will not be allowed outdoors unattended during this period unless the owners have been granted specific authority from the Installation Commander to house their animals outdoors. Animals will never be allowed to create a neighborhood disturbance during this time frame.

b. Dogs will not be permitted to run unsupervised. When outside, dogs will be leashed by a mature, responsible individual who is able to control the actions of the animal. An exception to the leashing of a dog is noted in paragraph 7.c below.

c. Animals will be kept indoors, or may be secured outside on the owner's assigned premises in a portable fenced exercise kennel. Animals will not be secured near common-use sidewalks, service entrances to buildings, official work places, or mail boxes. Yard fences may be approved in some housing areas, but the fence must be removed by the owner when clearing quarters. Specific information on fence installation can be obtained from the Housing Office. No fence will be installed without the housing office's approval.

d. Outdoor pet housing must conform to design criteria furnished by the Housing Office and will be constructed so as not to detract from the surroundings or interfere with access to common-use areas. Outdoor houses will be removed by the owners when clearing quarters. Animals will not be tethered to any part of the building, including electrical services, water faucets, or porch railings.

e. Animals are not permitted in public buildings except for those facilities designed for their use or care. An exception is allowed under Section 291, Title 40, United States Code for

guide dogs to accompany blind personnel as long as the animal remains under control. All animals will be controlled to prevent interference with official review ceremonies or parades.

f. Female animals will be kept in isolation inside the owner's quarters during their heat period, or in a way which prevents the attraction of male animals.

8. Responsibilities for Domestic Animal Control. Owners of animals kept in housing areas on area military installations are responsible for the actions of their animals and will ensure that the following control measures are taken.

a. All animals will be controlled at all times to prevent them from becoming a nuisance or menace to people or other animals.

b. Animals belonging to guests of military personnel on the installations are the responsibility of the sponsor. The sponsor shall ensure the animal is not a threat to the health and safety of others.

c. The owner is responsible for daily removal from the house or yard any wastes deposited by the animal. The owner shall keep pet housing (including pens and yards where the animals are kept) and adjacent areas in a clean, sanitary condition, and free from objectionable odors. Animal wastes deposited outside the owner's yard shall be removed immediately by the owner.

9. Domestic Animal Management. The privilege of keeping a pet animal on a military installation on Guam carries with it the responsibilities of providing for the animal's proper care, providing adequate food, water (available at all times), and ensuring proper disposition of the animal when the owner departs an installation on permanent or temporary change of station.

a. Disposition of Animal Due to Change of Station. Proper disposition of an animal is finding a new home for the animal or turning the animal over to the local community humane shelter.

b. Disposition of Deceased Animals

(1) Owners are responsible for ensuring disposal of deceased animals. Deceased pets may be brought to the VTF for disposal.

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(2) Animals (domestic or wild) found dead on a military installation should be reported to the Security Department.

(3) Animals dying on military installations on Guam are subject to a necropsy by a veterinary officer whose professional judgment deems it necessary.

(4) Animals that have bitten or scratched a person, and subsequently die before the 10-day quarantine period is over, must be taken promptly to the VTF to begin laboratory testing for rabies.

c. Reports of Maltreatment. Reports of any mistreatment of pets or wild animals on any military installation on Guam will be investigated by the veterinarian and the Security Department.

d. Outbreak of Disease. In the event of a disease outbreak on a military installation on Guam, all animal owners will abide by the quarantine procedures recommended by the Commander, WESPAC DVC, and approved by USDEF REP Guam. Animals will be vaccinated as indicated herein.

e. Loose or Stray Animals

(1) The Security Department may apprehend animals found or reported running loose on any military installation. The animal will be taken to the installation VTF, and if immediate identification of ownership is not possible, the animal will be taken to the local community animal shelter.

(2) The animal's ownership will be determined by use of the microchip reader. This reader is available at all Guam military VTFs, civilian veterinary clinics, and community animal shelters.

(3) Should an animal be apprehended running loose a second time on an area military installation, the Installation Commander will send a letter of warning to the owner. This letter requires a reply, showing the owner's justification for being allowed to retain this animal on the installation. The reply will be routed through the installation security department to the Installation Commander.

(4) If an animal is apprehended a third time, the owner will be notified in writing to remove the animal from the installation within 24 hours of receipt of the notification.

Copies of the notification will be sent to the installation housing office, installation security officer, and the sponsor's or owner's unit commander. The animal will not be allowed to return to any military installation on Guam without the written consent of the Installation Commander.

(5) When an ill or injured stray animal is presented at the VTF and the owner cannot be identified or contacted, the installation veterinarian is authorized to provide the necessary medical care.

f. Animal Bites and Scratches

(1) The owner of an animal that has bitten or scratched a person will fully comply with the quarantine procedures established by the Commander, WESPAC DVC.

(2) The Security Department will collect any animal being kept on a military installation on Guam, which has been involved in a bite/scratch incident upon request from the medical treatment facility or installation veterinarian.

(3) The Security Department will investigate to determine whether the bite was provoked, and will report their findings to the installation veterinarian. A copy of the report will be forwarded to the appropriate Installation Commander.

(4) Dogs and cats kept on area military installations that are determined to have bitten an individual without evidence of provocation may, at the installation veterinarian's discretion, be placed in quarantine under the control of the VTF for a 10-day period.

(5) When an investigation reveals an animal has been repeatedly teased or antagonized by an individual, and proper control measures have been taken by the owner (as described in paragraph 9g), the investigator will indicate so on the incident report. Animal owners may lodge a complaint with the Security Department in such cases.

(6) The second time during a 12-consecutive month period an animal is involved in a biting incident, whether provoked or unprovoked, the animal will be removed from the installation within 24 hours following the 10-day quarantine period, unless a waiver is granted in writing by the respective Installation Commander. A copy of the waiver will be filed in the animal's health records at the VTF.

g. Nuisance or Abused Animals

(1) All complaints concerning animals will be submitted to the installation security department.

(2) The installation veterinarian will investigate all complaints of animal abuse and neglect, and if the complaints have justification, will submit a report through the Installation Commander to the owner's or sponsor's unit commander.

(3) A letter of warning will be sent to the owner of the animal named in a justified complaint of abuse, neglect, nuisance, or menace by the Installation Commander, requiring a reply from the owner as to corrective action taken.

(4) Upon a second justified complaint involving the same animal, the owner will be directed to remove the animal from the installation within 24 hours of receipt of that notification.

(5) Animal abandonment, the most common form of abuse, will not be tolerated. If an animal is abandoned, the installation security department will submit a report to the Installation Commander. The Installation Commander will forward the report to the owner's unit commander with a request for appropriate punishment. Appropriate punishment is considered to be the cost involved in shipping the animal to the member's next duty station or the cost involved in boarding the animal until it is adopted. Unwanted animals may be taken to the local animal shelter if efforts to find a new home are unsuccessful.

(6) Personnel who observe an animal showing unusual or threatening behavior will notify the installation security department, who will take immediate steps to apprehend the animal. Such animals will not be killed unless they cannot be safely captured alive. If it is necessary to kill the animal, care will be taken to avoid injuring the animal's head. The carcass will be delivered immediately to the VTF.

S A M P L E

\_\_\_\_\_  
(Date)

MEMORANDUM

To: Installation Veterinarian, \_\_\_\_\_  
(Installation)

Subj: TRANSFER OF OWNERSHIP

1. Transfer ownership of the following described animal:

From: \_\_\_\_\_  
(name) \_\_\_\_\_  
(address)

To: \_\_\_\_\_  
(name) \_\_\_\_\_  
(address)

(first animal)

(second animal)

Species:	_____	_____
Breed:	_____	_____
Sex:	_____	_____
Color:	_____	_____
Age:	_____	_____
Rabies Tag No.:	_____	_____

2. I accept responsibility for the above named animal(s) in accordance with USDEF REP GUAM/CNMI/FSM/ROP//COMNAVMARIANASINST 10570.1.

\_\_\_\_\_  
(Signature of New Owner)

Enclosure (2)