



## HUMAN RESOURCES POLICIES AND PROCEDURES

Area: Other Important Information and Procedures

Subject: Animals in the Work place

Applies To: Campus employees

Sources:

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### **Purpose**

To provide guidelines for the presence of animals in the work place.

### **Policy**

The work place is intended to be devoted to the efficient and effective environment conducive to the education and related services to students, parents, and members of the community. The presence of animals not devoted to accomplishing these objectives is disruptive, non-hygienic, and potentially unsafe, and can prove to be a distraction to the work and lifestyles of faculty, staff, students and visitors. In addition, members of the University community may have allergies to or simply be afraid of animals.

The presence of animals in the work place may pose a safety concern putting the University at a risk of potential liability. Therefore, animals are not allowed at the work place. The sole exceptions to this policy are dogs being used by law enforcement personnel, animals being used for research purposes, or serving as guides or aides to their owners, such as seeing-eye dogs. If the animal is being used as an ADA accommodation, the Office of Equal Opportunity Programs must be notified in writing.