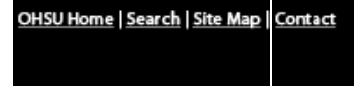




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**School of Science & Engineering Pet Policy**

SoSE's pets-on-campus policy is an important part of the school's culture, and we continue to welcome the presence of well-behaved pets in many areas of our campus. Having pets on campus is a privilege that may be retained under the conditions detailed in this policy. It also outlines SoSE's responsibility under the Americans with Disabilities Act to accommodate people with disabilities related to exposure to animals.

OGI is a workplace, the primary purpose of which is to conduct research, to educate students, and to perform administrative tasks to support those functions. As such, the rights of students, employees, and invited visitors of the institute will be primary to the those of pets and pet owners. This policy represents minimum requirements for pet owners on campus. Complaints or grievances regarding a particular animal or a unique situation not addressed by this policy should be directed to the Associate Dean.



The presence of pets in public areas of the SoSE campus is restricted as follows:

1. No pets are allowed in the Bronson Creek Building
2. No pets are allowed in designated eating areas, including the cafeteria and departmental kitchenettes
3. Pets are not allowed in classrooms, conference rooms, photocopy rooms, libraries, or rest rooms
4. Pets are not allowed in any laboratory, including general use computer labs
5. Pets are allowed in hallways while they are in transit between one location and another, but not for extended periods.
6. When walking outside a private office, pets must be kept on a leash. Leashes should not be longer than six feet in length.

**Pets are allowed in private offices under the following conditions:**



Pet owners should post a notice on their office door stating that there is a pet inside. The following wording, or something similar, is recommended:

Notice: I have a pet [**type of pet: dog, cat, bird, reptile**] in my office today. Please tell me if you have allergies, fears, or other conditions related to this pet. I will be happy to talk to you in another location or schedule a time when my pet is not present.

Owners are expected to accommodate visitors to their office who may not be comfortable with their pet by finding an alternate, mutually agreeable meeting place. If such accommodation is not possible due to the nature of the pet owner's work, it is not appropriate for that individual to have a pet on campus.

Pets may be left unsupervised in an office only while they are caged, on a leash, or behind a gate inside the office. They must not bark, hiss, or otherwise annoy others in the area.

Pets are not allowed in open offices, such as cubicles, unless the pet is restrained inside a cage, on a short leash, or behind a gate, and only if there are no complaints from nearby occupants.

**Owners are responsible for their pets' behavior at all times.**

- Owners must clean up after their pet, and properly dispose of pet waste in outdoor receptacles. Should a pet cause damage, owners are expected to pay for repair of facilities, or for extra cleaning. However, SoSE is responsible for normal cleaning of offices after a pet owner has vacated, as required in order to accommodate a person with disabilities.
- Owners have the responsibility to inform Facilities if their pet soils or damages SoSE facilities or equipment.
- Pets should not bark or behave in a manner disruptive to people working nearby.
- Animals in heat are not allowed on campus.
- All pets brought to campus must be in good health and be up-to-date on all immunizations.

SoSE complies with the Americans with Disabilities Act (ADA) of 1990, which obligates

employers to provide "reasonable accommodation" for employees, students, and visitors using our facilities who have a "physical or mental impairment that substantially limits one or more major life activities," including the ability to work or study. SoSE will accommodate these individuals in the following manner:

1. Individuals will be notified of the presence of animals in certain private offices by the posting of a sign on the office door. If a person has a medical condition, fear of animals, or other condition that prevents them from entering an office with a pet, they are responsible for notifying the pet owner. The pet owner is then responsible for accommodating that individual by finding an alternate, mutually agreeable meeting place. If such accommodation is not possible due to the nature of the pet owner's work, then it is not appropriate for that individual to have a pet on campus.
2. When an employee or student notifies the Associate Dean that he or she has a medical condition that prevents him/her from occupying an office where a pet had previously resided, SoSE will be responsible for cleaning that office or otherwise accommodating that individual (the individual may be offered another office, for example). People requesting accommodation under the Americans with Disabilities Act should contact OHSU's Affirmative Action and Equal Opportunity Office.

This policy does not apply to seeing/hearing or personal assistant animals for individuals with disabilities.

Policy revised September 26, 2007.

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