



DEPARTMENT OF THE AIR FORCE
4TH FIGHTER WING (ACC)
SEYMOUR JOHNSON AIR FORCE BASE NC

25 April 2019

MEMORANDUM FOR ALL SEYMOUR JOHNSON AFB PERSONNEL AND VISITORS

FROM: 4 FW/CC

SUBJECT: Installation Pet Policy

1. As provided in paragraph 3.2 of Department of Defense Instruction (DoDI) 5200.08, *Security of DoD Installations and Resources and the DoD Physical Security Review Board (PSRB)*, dated 10 December 2005 (Incorporating Change 3, 20 November 2015), Department of Defense (DoD) commanders have authority to take "reasonably necessary and lawful measures to maintain law and order and to protect installation personnel and property." With these ends in mind, I am issuing this memorandum. This memorandum reiterates and clarifies policies and procedures pertaining to privately owned pets residing or brought onto the installation.

2. The term "pet owner" includes any person owning, keeping or harboring an animal. As such, the active duty service member residing within base housing is deemed the pet owner of any pet owned, kept or harbored within his or her residence. In all other cases, the person (military or civilian) bringing an animal onto the installation is deemed the pet owner for purposes of this policy.

3. CORVIAS HOUSING RESIDENTS: Pet owners residing in privatized housing will register all pets with Corvias upon entering a lease or within five working days of acquiring a new pet. Pet owners will comply with all pet requirements contained in their lease agreement, resident responsibility guide, and pet addendum. These requirements include, but are not limited to, the following:

a. Pet owners will ensure their pets receive adequate shelter, nutrition, and medical treatment.

b. All dogs and cats will be microchipped, and owners will provide a photocopy of proof of microchip at time of pet registration. Owners who registered their pets with Corvias before this requirement will have 60 days from the date of this letter to provide proof to the leasing office.

4. All owners of pets residing or brought onto SJAFB will abide by the following requirements:

a. All pets will be immunized as required by state law and pet owners will provide proof of immunization upon demand.

b. Pet owners are responsible for the clean-up of pet waste or any other mess caused by their pets.

c. All pets must be controlled by a suitable leash, harness or kennel, when outside a home or enclosed area.

d. Pet owners must control their pets and keep them from threatening or injuring any person or other pet, destroying property, or otherwise creating a public nuisance or disturbance.

5. Any person may submit a complaint to Corvias when there is evidence of an animal creating a nuisance or being a menace within privatized housing areas. Such reports, and other violations of this policy within housing areas, will be documented via citations issued by Corvias and will be communicated to the Military Housing Office (MHO) on a regular basis. Repeat or egregious violations will be referred to a member's chain of command by the MHO for appropriate action. Pet owners who fail to resolve nuisance complaints or appropriately maintain control of their pets may be evicted from base housing.

6. Any complaint involving abuse, maltreatment, neglect, or animal bites/scratches, occurring anywhere on the installation will be reported immediately to 4 SFS. Additionally, pet owners who bring their pets onto SJAFB and fail to abide by this policy may be directed by SFS personnel to remove their pets from the installation.

7. Possession of an animal on SJAFB is a privilege, not a right. Military personnel failing to abide by this policy are subject to punitive action under Article 92 of the Uniform Code of Military Justice (UCMJ). Criminal violations by civilians may be referred to local authorities for prosecution under state law. Pet owners are reminded that they bear full responsibility and liability for the conduct of their pets.

8. As installation commander, it is my responsibility to provide for the health and safety of persons living on and visiting SJAFB. It is my expectation that we will show proper respect to base property, to our neighbors, and to the animals under our care. If you have questions about this memorandum, please contact me at (919) 722-0001 or the Military Housing Office at (919) 722-0362.

A handwritten signature in black ink, appearing to read 'D. C. Yates', with a large, stylized flourish at the end.

DONN C. YATES, Colonel, USAF
Commander