



UNITED STATES MARINE CORPS  
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE  
PSC BOX 20005  
CAMP LEJEUNE NC 28542-0005

MCIEAST-MCB CAMLEJO 10570.2  
H&S BN/PMO

**MAR 1-2 2018**

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE ORDER  
10570.2

From: Commanding General  
To: Distribution List

Subj: CAMP LEJEUNE AND MARINE CORPS AIR STATION NEW RIVER DOMESTIC  
ANIMAL CONTROL OF DOGS, CATS, AND HORSES

Ref: (a) Uniform Code of Military Justice (UCMJ)  
(b) 18 U.S.C. §13, Assimilative Crimes Act  
(c) MCO 11000.22  
(d) SECNAVINST 6401.1B  
(e) Compendium of Animal Rabies Prevention and Control, 2016  
(f) Onslow County, North Carolina, Code of Ordinances Chapter  
4, Animals  
(g) DoD Instruction 1300.27, "Guidance on the Use of Service  
Dogs by Service Members," Jan 7, 2016  
(h) MCO 1740.13C  
(i) MCO 5580.2B Ch 2  
(j) NC General Statutes §14-360, §14-361, §14-361.1,  
§14-362.2, §14-362.3, and §14-363

Encl: (1) Definitions  
(2) Letter for Seizure/Destruction of a Domesticated Animal  
(3) Animal Home Quarantine  
(4) Animal Pickup Authorization/Certification Form

Reports Required: I. Equine Infectious Anemia (EIA) (Report Control  
Symbol: MCIEAST-MCB CAMLEJ-10570.2-01) par.  
4c(1)(b)  
II. Safety Investigation Report (Report Control  
Symbol: MC-5102-01) par. 4c(4)(b)  
III. Domestic Animal Control-Stray/Nuisance/Bite  
Report (Report Control Symbol: EXEMPT) par.  
4c(13)

1. Situation. Regulations and procedures for possessing and  
controlling domestic dogs, cats, and horses, and the strict enforcement  
of these regulations aboard Marine Corps Base, Camp Lejeune (MCB  
CAMLEJ) and Marine Corps Air Station, New River (MCAS NR) is necessary  
to help prevent unnecessary injuries resulting from dangerous or  
potentially dangerous animals. The Commanding General (CG), Marine  
Corps Installations East (MCIEAST)-MCB CAMLEJ and the designees of the  
CG maintain authority to grant or restrict the privileges of domestic  
animal possession aboard the Installation or Station.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is  
unlimited.

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2. Cancellation. MCIEAST-MCB CAMLEJO 10570.1 Ch 1.

3. Mission

a. To regulate possession of domestic dogs, cats, and horses aboard MCB CAMLEJ and MCAS NR. This Order applies or expounds regulations and procedures set forth in references (a) through (j), and implements local provisions relating to domestic animal possession and control. Enclosure (1) contains definitions that explain certain terms used throughout this Order. Enclosure (2) contains a sample Letter for Seizure/Destruction of a Domesticated Animal. Enclosure (3) contains the Animal Home Quarantine, DD Form 2623. Enclosure (4) contains the Animal Pickup Authorization and Certification Form.

b. Punitive Effect. Violations of any provisions of this Order by military personnel are punishable as violations of Article 92 of reference (a). Violations by any other person subjects the violator to trial in the Federal courts for violations per the provisions of reference (b).

c. Summary of Revision. This Order has been updated to reflect changes in procedures for the use of the local animal shelter, as well as the removal of enclosure (5). It should be reviewed in its entirety.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Fully comply with references (a) through (j) to afford personnel residing aboard the Base or Station reasonable opportunity to possess domestic animals without undue risk to others. Hereafter, the Base and Station will be referred to as the "Installation(s)", when applicable.

(2) Concept of Operations. The policy is to allow personnel residing in housing to possess domestic animals; however, concern for the health, safety, and tranquility of the installations necessitates certain restrictions. Reference (c) contains guidelines for animals maintained in housing areas. Reference (d) contains guidelines for veterinarian health care of animals. Reference (e) contains guidelines for inoculation, quarantine, and rabies control of animals. Reference (f) is the current Onslow County, North Carolina, Code of Ordinances. Reference (g) contains the Department of Defense (DoD) guidelines for service dogs.

b. Tasks

(1) Veterinary Medical Service shall:

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(a) Provide preventive health services for domestic animals at the Installation Veterinarian Treatment Facility (VTF).

(b) Refer any condition beyond the capabilities of the Installation VTF to a civilian veterinary facility. Referrals will not be specific to any veterinary clinic.

(c) Provide emergency medical care to the extent necessary to prevent undue suffering. For emergency situations, the Domestic Animal Control Office (DACO) will transport the animal to the VTF.

(d) At the discretion of the VTF Veterinarian, the owner of an animal can be denied veterinary medical care for their animal under the following conditions:

1. There is evidence the privately owned animal is used to breed for the express purpose of commercial profiteering.

2. The owner does not possess a valid military identification card authorizing military privileges to include medical care.

(e) Conduct the veterinary portion of the registration process.

(f) Conduct the veterinary portion of the rabies control program.

(g) Conduct the veterinary portion of the animal bite or scratch control program.

(h) Inspect all Military Kennels at the Provost Marshal Office (PMO); 2d Law Enforcement Battalion, II Marine Expeditionary Force (MEF); the U.S. Marine Corps Forces, Special Operations Command (MARSOC), and stables on the Installation for disease prevention and sanitary control measures.

(i) Provide services and personnel to the DACO for the tranquilizer dart gun requirements.

(j) Provide domestic animal registration information to PMO for entry into the Consolidated Law Enforcement Operation Center via telephonic facsimile at (910) 451-2417.

(k) Coordinate significant animal disease issues with military and civilian medical authorities.

(2) Unit Commanders



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(a) Inform assigned personnel of the provisions and limitations of this Order.

(b) Ensure no privately owned animals are maintained in work areas, barracks, or bachelor officer or enlisted quarters.

(c) Take appropriate administrative or disciplinary action against those individuals who fail to comply with the provisions of this Order.

(d) Ensure personnel on detail or grounds work do not handle animal carcasses or wild/stray animals encountered during their duties. Domestic animal carcasses should be reported to the Public Works Division (PWD), Work Reception at (910) 451-3001.

(e) Do not maintain military organizational animals (e.g., mascots) in installations' facilities.

(3) Assistant Chief of Staff (AC/S), G-F shall:

(a) Receive at PWD, Work Reception (910) 451-3001, the location of deceased domestic animals for which no owner is identified and the location on-base of "road kill" animals for proper disposal (e.g., dogs, cats, opossums, raccoons).

(b) Ensure the Environmental Conservation Branch (ECON) responds to injured, nuisance, or orphaned wildlife complaints.

(4) Director, Installation and Environment Department, MCAS New River. Ensure the Conservation Law Enforcement Office, (910) 376-2146 or (910) 376-1356, responds to injured, nuisance, or orphaned wildlife complaints at MCAS NR.

(5) Appropriate Public Private Venture Landlord (APPVL) shall:

(a) Report to the DACO incidents of suspected animal cruelty, abuse, or neglect, via the Emergency Consolidated Communication Center (ECCC) at 911 for emergencies, or (910) 451-3004/3005 for non-emergencies.

(b) Issue letters of warning or revoke domestic animal keeping privileges in the case of dangerous and potentially dangerous or nuisance domestic animals.

(c) Inform residents that they are prohibited from feeding stray or feral animals.

(d) Respond to all domestic/wildlife complaints in, on, or under the residences of an APPVL area.

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(e) Issue a pet decal. The decal will be serialized.

(6) Commanding Officer (CO), Headquarters and Support Battalion shall:

(a) Assist in rabies control of all animals residing on the Installation by requiring that rabies suspects be delivered to the VTF for observation by a veterinarian. It is the owner's responsibility to deliver their animals to VTF unless there are clear signs of a rabies infection whereby the DACO will impound the animal pending examination by the VTF.

(b) Capture domestic animals that are not under physical control, and deliver them to an off-installation animal shelter after all attempts to find the owner.

(c) Provide personnel for responding to domestic animal complaints and for investigating animal abuse or neglect.

(d) Take into custody domestic animals suspected of rabies when requested by the VTF Veterinarian using enclosure (4).

(e) Investigate animal control complaints and all observed instances of failure to control privately owned animals. Investigate reports of animals that bite or scratch an individual or another domestic animal.

(f) Cite offenders of this Order or its references and send notice to the Family Housing Office (FHO), sponsor's military unit, and Installation Command Inspector General.

(g) Process and deliver all reports to the FHO for further administrative action where appropriate.

(7) Naval Preventive Medicine Service. Monitor the program involving the management of animal bites or scratches.

(8) Command Inspector General (CIG). Review and process all violations and appeals taken against domestic animal owners per the provisions of this Order.

(9) CO, Naval Medical Center. Treat all reported victims of animal bites or scratches; notify PMO and the VTF.

c. Coordinating Instructions

(1) Registration. All domestic animals, including service dogs, that reside aboard the Installation are subject to the following rules and regulations, and must be registered with the DACO (Military Working Dogs (MWD) are excluded).



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(a) Dogs and Cats

1. All dogs and cats must be registered with the DACO, Building 58. DACO hours of operation are Monday through Friday 0700 to 1800. Current on-base residents leasing an installation housing unit who have a pet or are acquiring a pet are required to complete a pet registration lease addendum and show proof of a civilian or military veterinarian certificate of required vaccinations; a copy will be provided to the DACO. The pet must be present and have a functioning microchip identification device inserted below the skin at the back of the neck between the shoulder blades on the dorsal midline. Prospective residents have five business days from the date of the pet addendum to present their pet to the DACO to complete the registration process; the service member will take the registration information to the FHO, and a serialized pet decal will be issued. The decals will be affixed to the front door or a window that is visible from the front of the residence. Failure to register a pet will result in a citation. If a resident receives more than three citations, pet privileges can be suspended or terminated.

2. Proof of installation registration must be provided to the APPVL and FHO.

3. All dogs and cats will be re-registered annually with the DACO to ensure animals are up-to-date on all required inoculations and to ensure the pet is not potentially dangerous.

4. All dogs and cats must wear a collar with their current address and rabies inoculation tag.

(b) Horses. Upon arrival to the Installation, all horses will be placed under quarantine for observation for no less than 10 days. Observation will be arranged through the Scarlet and Gold Riding Club or current organization occupying the MCB CAMLEJ Stable Facility. During observation, the Installation VTF has the right to perform a physical examination on the horse to evaluate its health. Thereafter, if it shows no signs of a communicable disease, it will be released. If the horse becomes sick, the installation VTF has the authority to give the proper treatment required if the owner cannot be reached.

(c) Service Dogs. Service dogs are required to be registered with the DACO on a yearly basis. Service dog owners will be required to retain a copy of the installation registration. The registration must be presented upon request as a means of identifying the dog as a service dog.

(2) Use of Service Dogs

(a) Reference (c) defines a service dog as a dog that is individually trained to do work or perform tasks for the benefit of an

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individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. The dog is trained to respond to a verbal command or condition of the individual. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purpose of this definition. Dogs that are "in training" and those whose sole function is to provide emotional support, comfort, therapy, companionship, therapeutic benefits, or promote emotional well-being are not service dogs.

(b) The definition of a service dog under reference (g), further includes the requirement that the dog come from an accredited service dog organization approved by the Department of Veterans Affairs. Such organizations currently include the Assistance Dogs International and the International Guide Dog Federation. Reference (c), provides that dogs meeting the reference (g) definition of service dog may be "certified service dogs" authorized to reside in bachelor housing with recovering Service Members, provided all other applicable requirements are met.

(c) All residents of the Installations and non-resident patrons (including Service Members and civilian employees residing off-base, retirees and visitors) must ensure their dogs meet both the DoD and Marine Corps definitions of service dogs and complete the registration requirements (including showing proof of training by an accredited service dog organization to DACO) in order for the service dogs to be allowed building access on the Installations.

(3) Inoculations and Tests. All cats, dogs, and horses will be free from internal and external parasites, and will receive inoculations and tests as specified in the following:

(a) Cats and dogs will be inoculated at the owners' expense against rabies every one-to-three years depending upon age and inoculation history as determined by the VTF or other certified veterinarian. All owners must furnish proof of current rabies inoculation to the DACO at the time of registration. In the case of domestic animals less than four months of age, this information must be furnished before the animal reaches the age of five months.

(b) Dogs are required to be inoculated every one-to-three years against distemper, hepatitis, and parvovirus as determined by the VTF or other certified veterinarian. Dogs will be inoculated against leptospirosis if they are determined to be at risk for the disease by a certified veterinarian. Testing dogs annually for heartworms is recommended due to the high prevalence of this disease.

(c) All cats and dogs adopted from a local animal shelter must be inoculated and either spayed or neutered. Proof of inoculation must be provided to the installation VTF within 72 hours after adoption when the animal is maintained on the Installation. The Installation



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VTF will ensure compliance with required inoculations at the point of initial registration and re-registration, and a letter of compliance will be supplied to the resident or domestic animal owner for submission to the DACO and the APPVL.

(4) Dangerous and Potentially Dangerous Domestic Animals

(a) Dangerous and potentially dangerous animals represent an undue risk to the safety and tranquility of personnel aboard MCB CAMLEJ and MCAS NR. When a domestic animal is deemed dangerous or potentially dangerous by the DACO, it will not be allowed on the Installation.

(b) The DACO will investigate complaints against dangerous or potentially dangerous animals. Recommendations will be forwarded to the APPVL and CIG.

(c) The following guidelines may be used to determine whether or not the animal is dangerous or potentially dangerous:

1. The animal, provoked (anger, enrage, exasperate, or vex) or unprovoked (occurring without motivation or provocation), on or off its owner's premises, has attacked or injured a person or another animal.

2. The animal is owned or harbored primarily, or in part, for the purpose of participating in blood sports (e.g., fighting and bating). This does not include hunting dogs that are performing its breeds' purpose for hunting game.

3. The animal, provoked or unprovoked, has been identified as being involved in a bite or scratch incident.

(d) Any animal considered dangerous or potentially dangerous, found within the limits of the Installation, must be immediately removed from the Installation and impounded at a local animal shelter, at the owner's expense.

(e) The CIG, with assistance from DACO and the Installation Veterinarian and/or the local shelter's veterinarian, will determine if the animal is dangerous or potentially dangerous based on a review of the facts of the case and the past record of the animal.

1. In cases where any person or domestic animal is seriously injured or hospitalized as the result of an attack, the attacking animal will be immediately removed from the Installation by the owner and impounded at a local animal shelter, at the owner's expense, while the disposition of the animal is being determined. The impound period will be no less than 10 days.



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2. If deemed potentially dangerous at the end of any impoundment period, the animal will be barred from the Installation. The owner may appeal this decision. The animal will remain off-base during the appeal time-period of 10 days. The appeal must go through the sponsor's command, via the FHO, to the CIG's office.

3. Owners of dangerous or potentially dangerous animals may surrender their animals to a local animal shelter for euthanasia at any time. This will be at the owner's expense.

(f) The first domestic animal violation will result in a citation issued to the owner. In cases involving unprovoked attacks, abuse, neglect, or cruelty to animals as described in reference (k), the owner, harbinger, or offender will be cited and must appear before the Installation Magistrate and may be subject to immediate termination of domestic animal privileges. A second domestic animal violation will result in a citation that will require command representation from a staff noncommissioned officer or officer. In these cases, the owner or offender will be cited and appear before the Installation Magistrate and may be subject to immediate termination of domestic animal privileges. Three or more domestic animal violations will result in the domestic animal being removed and barred from the Installation and the permanent loss of domestic animal keeping privileges aboard the installation. Repeated failure to control domestic animals may be reason for eviction from family housing.

(5) Prohibited Canine Breeds. Per reference (c), residents, visitors, sponsors, and their family members will not bring full and mixed breeds of Pit Bulls, Rottweilers, canid/wolf hybrids, and any canine breed with dominant traits of aggression that present a risk to the health and safety of persons aboard the Installations. Such animals are prohibited as pets and service dogs aboard the Installations. In case of mixed breeds and any other disputes, a deoxyribonucleic acid (DNA) test from a licensed veterinarian is required at the expense of the owner. The owner will have (5) calendar days to make arrangements to remove the suspected banned breed from the Installations. During this (5) day period, the animal is required to be on an in-home quarantine during which the animal must stay in the home at all times unless accompanied by the owner in the home's immediate area to provide relief for the animal. Walks or other outdoor activities are prohibited during the in-home quarantine. Results of the DNA test must make results of the DNA test available to DACO for review and presented to the Installation CIG for decision. Owners of prohibited canine breeds applying for housing will not be allowed to occupy quarters unless they surrender ownership of their prohibited pet(s). The animal is required to be present during the registration process to confirm the animal and the paperwork for the animal match. During the time of registration, if the dog demonstrates any aggressive behavior or dominant traits that would present an unreasonable risk to the safety of personnel aboard the Installation,

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the animal will not be registered, and a recommendation to deny the animal aboard the Installations will be sent to the CIG, APPVL, and FHO. This refers to all canine breeds.

(6) Animal Sitting. Animal sitting for other military members residing in base housing is allowed on a temporary basis with the following restrictions:

(a) All animals must be registered on base with DACO.

(b) Animal sitting is limited to a 30 day period.

(c) A housing resident may only animal sit for two animals at any one time.

(d) Animal sitting for hire is prohibited.

(e) Written notification must be provided from the animal owner to the animal sitter. The notification will include: the owner's name, address, unit, and phone number; sitter's name, address, unit, and phone number; animal(s) name, breed, and color; dates of animal sitting; and owner's emergency contact information. A copy of this written notification must be provided to DACO prior to the start date.

(f) Animal sitting privileges may be revoked at any time by the CIG.

(7) Animal Breeding. Animal breeding is prohibited on base. In the event a registered animal is unintentionally bred, owners will have eight weeks from the date of birth to ween the litter and remove the offspring from the Installation. Owners will provide DACO a notification of the litter. During the weening period, the litter will remain on an in-home quarantine. Breeding for monetary gain is strictly prohibited.

(8) Other General Requirements

(a) Only those animals defined as domestic animals, service dogs, or horses may be kept on the Installation or visit housing areas on the Installation per reference (c).

(b) Domestic animals are not permitted at any public event or in any public building or enclosed facility other than the following: installation VTF, approved kennels, permanent personnel family housing, or areas designated for domestic animal use. This does not include MWDs and service dogs (e.g., seeing-eye, hearing, and animal-facilitated dogs) unless otherwise approved by the Installation Commander.



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(c) Owning, possessing, or keeping more than two animals (two dogs only, two cats only, or one dog and one cat only) in family housing areas is prohibited. This includes service animals, as well as any domesticated animal such as birds, guinea pigs, and potbellied pigs. Fish are not included in the count.

(d) Owners are responsible for damage or injury to property, people, and public buildings caused by their animals.

(e) Owners who leave their quarters unoccupied in excess of 24 hours are not authorized to keep domestic animals at their quarters during their absence without prior arrangements for the animals' in-quarters care (i.e., animal sitting).

(f) Military organizational animals will not be kept aboard the Installation in housing areas.

(g) Domestic animal owners or current residents are responsible for removing deceased domestic animals. Deceased animals will not be discarded in training, housing, or industrial areas, or in any body of water (e.g., streams, rivers, ponds, lakes, or ocean).

(h) Domestic animals should not be left unattended in a motor vehicle. Any domestic animal left unattended that exhibits signs of temperature related distress, shows signs of aggression, or is a nuisance or danger to others will constitute a violation of this Order; such cases will be reported to PMO immediately.

(i) Unattended animals kept outside must be provided with an enclosed pen or fencing and adequate shelter against the elements (rain, heat, cold). Potable water must be available at all times. Neither domestic animals nor their shelters will be placed in common areas of housing communities. Prior to constructing a shelter or a fence, the impact of the animal's living area on the surrounding area should be considered, and the appropriate APPVL construction addendum must be obtained. Invisible fences or other electronic, non-physical barrier systems, are not allowed in housing areas. It is the owner's responsibility to ensure the fenced area will physically prevent the animal from running at large. Fences with gates will have latches that properly secure.

(j) Animals will not be tied or tethered long term/permanently to any property or object while outdoors. Animals kept outdoors in enclosures/pens will not be tied on chains or ropes.

(k) Domestic animal owners are responsible for repairs to Government property and landscape damaged by domestic animals. This will be handled and enforced by appropriate APPVL.

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(1) Owners or harborers of domestic animals on the Installation are responsible for preventing their animals from becoming public nuisances. Domestic animals that become nuisances or are declared dangerous or potentially dangerous will be removed at the direction of the DACO. When animals must be seized, removed, or destroyed, enclosure (2) will be used to notify owners of the action and the appeal process.

(m) Domestic animals are not permitted to run free (off-leash or at-large) anywhere on the Installation to include Onslow Beach and all marinas aboard the Installation. Installation-provided and APPVL-provided dog parks/exercise areas are excepted areas where animals are allowed to run off-leash. Animals found off-leash or at-large will be picked up by the DACO, impounded at a local animal shelter, and housed by the rules and fees of that facility if the owner cannot be located.

(n) Hunting dogs and MWDs are the only animals permitted to run off-leash. Hunting dogs are permitted to be off-leash in designated hunting areas during hunting season or in areas designated for dog training like dog parks or other installation approved dog training areas.

(o) Owners of domestic animals are responsible for arranging for the disposal of unwanted animals. Unwanted animals will not be euthanized at the Installation VTF.

(p) Residents who take possession of strays will be solely responsible for that stray. The DACO discourages taking possession of strays; residents should call the ECCC and report the location of the stray. The ECCC can be reached at 911 for emergencies, or (910) 451-3004/3005 for non-emergency issues.

(9) Animal Abuse or Neglect

(a) Along with the privilege of maintaining domestic animals on the Installation comes the responsibility for keeping them in a healthy and humane manner. Animal abuse or neglect has serious consequences and will not be tolerated. Cases of suspected animal abuse or neglect are to be reported to the ECCC at 911 for emergencies, or (910) 451-3004/3005 for non-emergency issues. Any abused or neglected animal will be transported to and confined at a local animal shelter while an investigation is conducted.

(b) In neglect cases where the animal is impounded, the owner will have five days to correct neglectful or abusive conditions, or the animal will be made available for adoption. Owners must confirm impound with DACO. In extreme cases of neglect or abuse, when conditions have not been corrected, the animal will not be returned to the owner but will remain impounded in the local animal shelter. The



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owner or harborer may be charged a fee in accordance with reference (f) in extreme cases. The appeals process is stated in paragraph 4c(4)(e)2 of this Order.

(c) Owners of public nuisance animals who receive citations will be required to provide an approved enclosed structure which will prevent the animal from further violations. Such structure will be constructed at the owner's expense, inspected by the APPVL in accordance with reference (c), and will be removed when the owner leaves government quarters. Any further complaints or incidents may result in potential eviction or removal of the animal from family housing.

(10) Reporting Violations

(a) Anyone observing a violation of this Order aboard the Installation will call the ECCC at 911 for emergencies, or (910) 451-3004/3005 for non-emergency issue, who will dispatch a Law Enforcement Officer or the DACO.

(b) The FHO or APPVL administrative action does not restrict a commander from taking other appropriate action when notified of a violation by a member of their command. DACOs are not restricted from taking appropriate legal action, including court citing when violations warrant legal action or the offense is repeated.

(c) Nuisance, injured, or orphaned wild animal complaints will be called into the ECCC at 911 for emergencies or be reported to the ECON, Environmental Management Division, G-F Department at (910) 451-5063.

(d) Nuisance, injured, or orphaned wild animal complaints at MCAS New River will be called into the ECCC at 911 for emergencies or be reported to the Conservation Law Enforcement Office, (910) 376-2146 or (910) 376-1356.

(11) Treatment of Animal Bites or Scratches

(a) Although human rabies is rare in the United States, thousands of people receive rabies prophylaxis each year. Treating personnel possibly exposed to a rabies infection is paramount. Decision on treatment must be made immediately because the longer treatment is delayed, the less effective it will be. If untreated, rabies transmission to humans is always fatal. Those bitten or scratched by animals should seek medical attention immediately.

(b) Animals that inflict bites or scratches on humans resulting in a break of skin are considered rabies suspects and should not be destroyed prior to a veterinarian's examination, and then only on their recommendation.

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(c) Domestic animals involved in human bite or scratch cases will be observed for a 10 day quarantine period following the date of the bite or scratch. If the animal's rabies inoculation is current, the VTF Veterinarian may permit the animal to be placed on home quarantine after a physical examination, per reference (f), provided the owner understands and agrees to abide by applicable requirements contained in enclosure (3) (not applicable to animals determined to be dangerous or potentially dangerous).

(d) Any domestic animal bitten by a known or suspected rabid animal will be managed per the guidelines of reference (e).

(12) Victims of Animal Bites or Scratches. Victims should clean their wounds immediately with soap and water, and then proceed promptly to the nearest emergency room or another licensed medical facility. In cases of animal bites or scratches, the Naval Medical Center personnel on duty will promptly notify the DACO via the ECCC at 911 for emergencies, or (910) 451-3004/3005 for non-emergencies. A bite will be considered as a bite incident only if the victim seeks medical treatment. Victims of animal bites occurring on the Installation who are treated at a medical facility other than Naval Medical Center are responsible to promptly report the incident to the DACO. Injured persons should be prepared to report the description of the offending animal, location, and the name and telephone number of the owner, if known.

(13) Owner of a Biting or Scratching Animal

(a) If the owner of the biting or scratching animal lives on-base, that owner will present the animal for examination or quarantine at the VTF, Building TT-2459, as soon as possible after the bite incident. The VTF personnel on duty, upon notification of a bite or scratch incident, will contact the owner of the biting or scratching animal and direct the owner to promptly bring the animal to the VTF for examination at which time a 10 day quarantine period will begin. The VTF will monitor the animal during the quarantine period and ensure the post 10 day examination is completed per this Order. The VTF will notify the DACO of the completion of the post examination and findings. Quarantine of animals at the local animal shelter will be done in accordance with reference (j) and at the owner's expense. Animals involved in an unprovoked aggressive attack, bite, or scratch on a human or other domestic animal will be removed from the Installation.

(b) If the owner of the biting or scratching animal lives off-base, the Installation VTF will not examine or quarantine that animal.

(14) Use of Traps, Dart Guns, and Deadly Force



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(a) DACO personnel may, on occasion, use traps attached to a fixed object by chain and lock to capture stray animals that cannot otherwise be captured. If traps are used, they will be placed in a secluded area when possible. DACO personnel will check the traps once every 24 hours. Any person found tampering with, damaging, or removing these traps will be cited and subject to punitive action.

(b) DACO personnel may also use tranquilizer dart guns to capture animals; however, dart guns will be used only as a last resort after all conventional means have been tried and failed or cannot be reasonably employed. The Installation Veterinarian will prepare the dart solution. VTF personnel should be present when the dart gun is used; however, this should not preclude the use of the dart gun for the sole purpose of awaiting the VTF's availability. Only certified DACO personnel will use the dart gun. Authority to use the dart gun will be obtained through the DACO Supervisor, Military Police Support Company Commander, Operations Officer, Deputy Police Chief, Provost Marshal, or if after normal working hours, the duty Platoon Commander. The dart gun will not be fired in any direction that creates the possibility that personnel will be injured or property will be damaged.

(c) Deadly force will be used only when a dangerous or potentially dangerous animal cannot be captured by any other means and when it is reasonably apparent that serious injuries to personnel will result if the animal is not brought under control. To justify the use of deadly force, there must first be a clear and immediate danger of injury to personnel that may not be removed by any other means. In this case, if there is sufficient time without endangering personnel, authorization will be obtained from the DACO Supervisor, Military Police Support Company Commander, Operations Officer, Deputy Police Chief, Provost Marshal, or if after normal working hours, the duty Platoon Commander. Should deadly force be necessary to dispose of a sick or injured animal due to non-availability of the Installation Veterinarian, authorization will be obtained from the Duty DACO or Platoon Commander. All due safety precautions will be taken to prevent the risk of personnel injury and property damage. When immediate deadly force on a wild animal involved in a human bite or scratch is necessary, the Conservation Law Enforcement Office or DACO personnel will report the incident to the ECON.

## 5. Administration and Logistics

a. This Order has been coordinated with and concurred by the CGs, MCIEAST-MCB CAMLEJ and II MEF; Commander, MARSOC; and COs, MCAS NR, Naval Medical Center, U.S. Coast Guard Joint Special Maritime Training Center, Marine Corps Engineer School, Marine Corps Combat Service Support Schools, and School of Infantry-East.

b. The forms in this Order are available electronically at <https://www.mcieast.marines.mil/staffoffices/adjutant/formsmanagementpr>

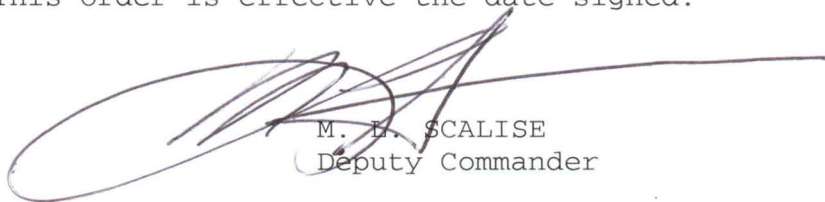
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ogram.aspx. If a computer is not available, contact PMO at (910) 451-2557. Local reproduction of forms through the document automation and production service is authorized; however, a copy of all DD Forms 844 requesting such reproduction will be submitted to this Headquarters (Attn: Forms Manager).

6. Command and Signal

a. Command. This Order is applicable to MCB CAMLEJ, MCAS NR, and all subordinate and tenant commands.

b. Signal. This Order is effective the date signed.

A handwritten signature in dark ink, consisting of a large, stylized 'M' followed by a long horizontal line extending to the right.

M. E. SCALISE  
Deputy Commander

DISTRIBUTION: A/C (plus MCAS NR, H&S Bn, and WTBn)



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Definitions

1. Animal Abuse or Neglect. Animal abuse or neglect includes, but is not limited to, the following offenses: physical abuse, lack of adequate shelter, edible food, potable water, abandonment, and failure to obtain medical care for diseased or injured animals.
2. Animal Shelter. The Onslow County Animal Shelter is located at 244 Georgetown Road, Jacksonville, North Carolina. The Onslow County Animal Shelter is a full-service shelter used for animals that have strayed or have been turned in for adoption, quarantine, or involved in a violation.
3. At-large. Animals off premises without owner's or harborer's supervision.
4. Dangerous Animal. An animal that DACO or the Installation Veterinarian determines to threaten, by exhibiting excessive levels of aggression, the safety and welfare of others.
5. Domestic Animal. A domestic cat, dog, horse, small caged animal, caged birds, or fish. This does not include wild, exotic animals such as venomous, constrictor-type snakes or other reptiles, raccoons, skunks, ferrets, iguanas, or other "domesticated" wild animals. Offspring of wild animals bred with domestic dogs or cats are considered wild animals.
6. Prohibited Animals. The following animals have been determined to present an unreasonable risk to the safety and welfare of people aboard the Installation and are thus prohibited: full or mixed breeds of Pit Bulls, Rottweilers, wolf hybrids, or any canine breed with dominate traits geared towards aggression as determined by the Installation Veterinarian.
7. Excessive Noise. Any noise or disturbance caused by a domestic animal that can be heard within any on-base quarters and persists for 10 or more minutes.
8. Government-owned Animals. Animals maintained and supported by appropriated funds that receive complete veterinary medical care.
9. Harborer. Any person who serves as and/or provides a place of protection to shelter or house animals not personally owned.
10. Horse. An equine animal (e.g., horse, pony, donkey, or mule).
11. Hunting Dog. A dog bred specifically for the purpose of pursuing, pointing, or retrieving game for food or sport.

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12. Invisible Fence. A cable placed underground that delivers an electrical shock via a collar to maintain the animal within the owner's premises.

13. Microchip. A small (comparable to a grain of rice) permanent device used for identification purposes that is injected under the skin of the animal. The microchip is linked to a database that contains the name, address, owner's phone number, and the VTF that injected the device.

14. Military Organizational Animal. Any animal used as a mascot for a military organization.

15. Owner. The owner is the person who has a proprietary right to the companion animal or horse. The term "pet owner" includes any person owning, keeping, or harboring (i.e., feeding), an animal. The Service Member responsible for government quarters on the installation will be deemed the owner of any pet owned, kept, or harbored by any person residing in the Service Member's government quarters.

16. Pet Registration. All pets will be registered with the DACO within five days of their arrival aboard the Installation. Pets must have current vaccinations, microchip, and must be present during registration.

17. Physical Control. The pet owner's ability to supervise their animal by either hand-held leash or fenced area; it does not include voice control. Voice control or voice commands used solely and not in conjunction with physical controls of either a leash or a fence are specifically not an acceptable means of physical control and will not be considered to be physical control for the purpose of this Order. Dogs used for hunting during hunting season are an exception.

18. Premises. The area inside the owner's assigned base quarters, the curb or pavement in front, including ditches and swales, to not less than half the distance from adjacent dwellings at the sides and rear, except in those instances where the rear area is bordered by woods or public grounds, but not less than 50-feet from the dwelling.

19. Provoke. Includes but not limited to tease, annoy, aggravate, challenge, induce, entice, irritate, cause, evoke, or elicit.

20. Public Nuisance Animal. Any animal that makes excessive noise, chases cars, continuously runs loose or unrestricted, damages property of others, or otherwise annoys the residents of the neighborhood.

21. Quarantine. Limiting the movement of an animal to prevent the possible spread of a communicable disease or to prevent harm to the community.



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22. Severe Injury. Any physical injury that results in hospitalization or serious bodily harm including, but not limited to, broken bones, severe puncture wounds, or lacerations.

23. Service Dog. A dog specifically trained to do work or perform tasks for the benefit of an individual with a disability. All service dogs must pass the service dog evaluation to be recognized as a service dog.

24. Shelter. An area sufficient in size to contain a constrained animal in a normal sitting, standing, turning, stretching, and sleeping position. The area must have a leak-proof roof, be enclosed on three sides, and be structurally sound to give protection from the elements. The ground, base, or the foundation on which the animal must stand or rest must be well drained and not subject to flooding or continuously wet or muddy conditions.

25. Stray/Feral Animal. An animal at-large bearing no means of owner's identification.

26. Veterinary Treatment Facility. The Army VTF, Building TT-2459, is the only facility on the Installations authorized to provide any form of veterinary services to privately owned animals and government-owned animals.

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## Letter for Seizure/Destruction of a Domesticated Animal

## UNITED STATES MARINE CORPS

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE  
PSC BOX 20005  
CAMP LEJEUNE NC 28542-0005

10570

PMO

From: Commanding General, Marine Corps Installations East-Marine Corps Base, Camp Lejeune

To: \_\_\_\_\_  
Grade, Name, EDIPI/MOS, Service and Unit

Ref: (a) MCIEAST-MCB CAMLEJO 10570.1

Subj: LETTER FOR SEIZURE/DESTRUCTION OF A DOMESTICATED ANIMAL

## PRIVACY ACT STATEMENT

Information contained on this form is maintained under the Systems of Records Notice NM05580-1 Security Incident System (January 9, 2007, 72 FR 959) **AUTHORITY:** 10 U.S.C. 5013, Secretary of the Navy: 10 U.S.C. 5041, Headquarters, Marine Corps: and E.O. 9397 (SSN). **PRINCIPLE:** Individuals involved in or witnessing or reporting incidents requiring the attention of base, station, or activity security personnel. **PURPOSE:** To track and prosecute offenses, counsel victims, and other administrative actions; to support insurance claims and civil litigation; to revoke base, station or activity driving privileges. **ROUTINE USE:** May specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a (b)(3). **DISCLOSURE:** MANDATORY

1. You are hereby advised that the Domestic Animal Control (DAC) Office has seized your \_\_\_\_\_ (type of animal), under the authority of the reference:

- ☐ a. Your animal was found to be a public nuisance. You are directed to remove it from the Installation immediately.
- ☐ b. Your animal was found to be a neglected/abused. You have five days to correct these conditions.
- ☐ c. Your animal was found to be the victim of extreme cruelty/abuse/neglect and will not be returned to you.
- ☐ d. This is your second/subsequent violation. Your pet keeping privilege is permanently revoked.
- ☐ e. Your animal was found to be vicious. You must remove it from the Installation immediately.
- ☐ f. Your animal is deemed to be potentially dangerous and must be removed from the limits of Marine Corps Base Camp Lejeune and Marine Corps Air Station New River.

2. Should any compelling reason exist which you believe would be sufficient to justify modification of this correspondence, your request should forward via written communication to the Commanding General, Marine Corps Installations East-Marine Corps Base Camp Lejeune (Attn: Command Inspector General (CIG)) via your chain of command. Your appeal MUST be in the CIG's office within 10 days of this letter. If your animal is impounded during the appeal period, you are responsible to Onslow County Animal Shelter where your pet will be residing for any fees incurred. If directed to remove your animal from the Installation, your animal must remain off the Installation during that period.

DACO: \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_, have been informed of action taken regarding my animal and have been provided a copy of this letter.

I do ☐ /do not ☐ wish to appeal. Failure to have my written

appeal in the Command Inspector General's Office by \_\_\_\_\_ will constitute a waiver of my opportunity to respond, and the action stated will be carried out immediately.

Recipient: \_\_\_\_\_ / \_\_\_\_\_ Date: \_\_\_\_\_  
PRINT NAME SIGNATURE

Copy to:  
SNM/SNS  
SNM/SNS's Command  
AC/S, SES  
CIG  
Onslow County Animal Shelter  
APPVL

Print Form Reset Form



## ANIMAL HOME QUARANTINE

## PRIVACY ACT STATEMENT

**AUTHORITY:** 10 U.S.C. 136; DoD Directive 5136.01; Army Regulation 40-905; SECNAVINST 6401-1B; AFI 48-131.

**PRINCIPAL PURPOSE(S):** To document that the owner of an animal possibly exposed to rabies is aware of their obligations for home quarantine of the animal and to allow officials to check on the animal and owner during the quarantine period.

**ROUTINE USE(S):** The information may be used to aid in preventive health and communicable disease control programs, report medical conditions required by law to Federal, state and local agencies. The DoD Blanket Routine uses found at [http://dplco.defense.gov/privacy/SORNS/blanket\\_routine\\_uses.html](http://dplco.defense.gov/privacy/SORNS/blanket_routine_uses.html) may also apply.

**DISCLOSURE:** Voluntary. However, if you fail to provide the requested information you may not be able to quarantine your pet at home.

## 1. AGREEMENT

I, \_\_\_\_\_ (Printed name), being the owner of an animal possibly exposed to rabies, do agree to the following as a prerequisite for quarantining my animal at home:

- a. That I will keep this animal either indoors or in an enclosed, excluded area at all times during the quarantine period.
- b. That I will not allow this animal to come in contact with other animals or anyone other than the members of my immediate family.
- c. That I will report any unusual change in behavior or any sudden symptoms to the Veterinary Treatment Facility.
- d. That in the event of the death of the animal, I will notify the Veterinary Treatment Facility at:  
(Telephone number) \_\_\_\_\_ at once. (On weekends and holidays, call \_\_\_\_\_, and ask for the veterinary staff member on call.)
- e. That I will bring said animal to the Veterinary Treatment Facility (Building Number \_\_\_\_\_) between \_\_\_\_\_ and \_\_\_\_\_ hours on (Dates) \_\_\_\_\_ and \_\_\_\_\_ for official release from quarantine subsequent to final examination results.

## 2. OWNER

a. SIGNATURE		b. DATE SIGNED	
c. UNIT		d. ADDRESS OF QUARANTINE LOCATION (Street, City, State, Zip Code)	
e. TELEPHONE NUMBER (Include Area Code)			

## 3. VETERINARY STAFF MEMBER

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**ANIMAL PICKUP AUTHORIZATION/CERTIFICATION FORM**

Systems of Records Notice NM05580-1 Security Incident System (January 9, 2007, 72 FR 959) **AUTHORITY:** 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN). **PRINCIPLE:** Individuals involved in or witnessing or reporting incidents requiring the attention of base, station, or activity security personnel. **PURPOSE:** To track and prosecute offenses, counsel victims, and other administrative actions; to support insurance claims and civil litigation; to revoke base, station or activity driving privileges. **ROUTINE USE:** May specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a (b)(3). **DISCLOSURE** is mandatory.

A competent authority will complete the Animal Pickup Authorization/Certification Form before Domestic Animal Control will remove any animal from private property.

COMPETENT AUTHORITY	COMPLAINANT
Name: _____	Name: _____
Organization: _____	Organization: _____
Phone Number: _____	Phone Number: _____

JUSTIFICATION FOR ANIMAL PICKUP (Include nature of complaint and why it is necessary for the animal to be removed):

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ANIMAL DESCRIPTION (Generic Species) (Check One)

Dog ☐ Cat ☐ Rabbit ☐ Snake ☐ Other \_\_\_\_\_

Color \_\_\_\_\_ Sex \_\_\_\_\_ Name \_\_\_\_\_ Breed \_\_\_\_\_ Size \_\_\_\_\_

Collar Tag Identification: \_\_\_\_\_  
(If animal is not wearing an ID tag, annotate "No tag.")

NAME OF ANIMAL OWNER	ADDRESS	PHONE

As Competent Authority, I authorize Domestic Animal Control to remove the above-described animal from the location described above for reasons given under "Justification." I certify that the owner or harbinger of this animal has been or will be duly notified of the animal's removal.

PRINT NAME (COMPETENT AUTHORITY)	SIGNATURE (COMPETENT AUTHORITY)	DATE

[Reset Form](#) [Print Form](#)