



**OFFICE OF THE CHANCELLOR
UNIVERSITY OF THE PHILIPPINES
OPEN UNIVERSITY**

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6 November 2024

**MEMORANDUM No. CMDPB 2024-026
Series of 2024**

TO: ALL CONCERNED

SUBJECT: UPOU Policy on Bringing Pets in the Campus

Upon the recommendation of the Fiscal Policies and Operations Committee during its 197th meeting held on 26 September 2024, attached is the UPOU Policy on Bringing Pets in the Campus that aims to foster a safe and enjoyable environment, especially during university events.

For everyone's guidance and reference. Thank you



MELINDA D. BANDALARIA ✓
Chancellor

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The UPOU adheres to the following principles in the proposed policy on bringing pets to the campus:

- **Establishing a safe university environment:** Prioritizing the health and safety of students, staff, and visitors. This is a collective responsibility for all.
- **Animal Welfare:** The welfare of the animals should be upheld.
- **Accessibility and Inclusion:** Acknowledgment of the different classification of pets, service animals, and emotional support animals.
- **Environmental Impact:** Keeping the thrust of the university on sustainability. A productive and healthy campus life in harmony with nature, where life in all its form is given value and importance.
- **Community preferences:** Acceptance of the preferences and concerns of the campus community.
- **Legal and Regulatory Compliance:** Compliance with municipal and national regulations regarding animal welfare and public property.

Adhering to these principles can ensure the well-being of the campus community and the animals.

To ensure a safe and enjoyable environment, especially during university events, the following are the proposed guidelines:

Guidelines:

1. Allowed Pets

- Only pet dogs and cats are permitted.
- Cats are limited to domestic or house cats.
- A maximum of two pets per owner is allowed in open areas of the campus.
- Pets are prohibited in closed spaces such as auditoriums, theaters, lecture halls, and classrooms.
- Pets are not allowed on stage during formal events, such as commencement exercises.

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2. Supervision and Control

- All pets must be leashed or in a stroller/carrier and always accompanied by their owners.
- Pets must be clean, well-groomed, and free of fleas and ticks.
- Pets must always wear diapers.

3. Waste Management

- Owners must dispose of used diapers properly by folding or rolling them up and placing them in a sealed plastic bag.
- Owners must bring poop bags and clean up after their pets.
- Due to the lack of specialized facilities for pet waste disposal on campus, owners must take pet waste home for disposal in their personal trash receptacles or at a designated off-site facility (CLAYGO).

4. Health and Safety

- Pets must have updated vaccinations, especially anti-rabies.
- Disruptive or aggressive pets must be removed from the area immediately.
- Owners are responsible for any damage caused by their pets.

5. Incident Management

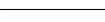
- If a pet bites or scratches another person or pet and/or makes damage to the property of the university and its guests, the owner must assist the injured party and cover any related expenses to the injury and the damage
- The university shall not be liable for any loss, injuries, or illness that may happen to the pet.

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6. Service Animals/Emotional Support Animal

- **Service animals** are specially trained to assist individuals with disabilities. They may also be known as assistance or helper animals, depending on their role and the country. Dogs are the most frequently used service animals.
- **Guidelines in interacting with service animals:**
 - Avoid engaging with the service animal whenever possible.
 - Ask the owner's permission first if one will engage with the animal.
 - Follow the owner's command or positioning of the dog to indicate approval.
 - Keep interactions brief.
- It is required to **bring a certificate** verifying the dog as a service animal or an Emotional Support Animal (ESA).
- **Policies** regarding supervision, control, health, safety, and incident management also apply to service animals.

VCB version, 19 October 2024 for FPOC approval
A revised August 2024 LAG version

	Prepared / Submitted	Reviewed / Recommending Approval:	Approved by:
Signature:			
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Position:	Chief AO, CDMO	Vice Chancellor and Chair, FPOC	Chancellor
Date:	22 October 2024	29 October 2024	
cc:		☐ OC ☐ BO ☐ OLC ☐ ICTDO ☐ OGC ☐ Pahinungod ☐ QAO ☐ FMDS ☐ FICS ☐ FED ☐ ALL UNITS ☐ OVCAA ☐ CODTL ☐ OUR ☐ Univ. Library ☐ OVCEA ☐ AO ☐ CO ☐ HRDO ☐ CDMO ☐ SPMO ☐ OTHERS _____	