

915 - Events or Exhibits Involving Animals on Campus

Purpose:

The purpose of this operational procedure is to create standardized procedures to host events involving animals on the Bismarck State College (BSC) campus or on property controlled, operated, or owned by BSC. Events involving animals may include, but are not limited to, petting/therapy events, petting zoos, stress-relief events, live demonstrations, animal shows, or animal demonstrations.

Definitions

Therapy Animal: An animal certified and registered with verifiable therapy animal organizations. This animal may make visits in the community to create a therapeutic experience for the public or may be owned by a licensed therapist who uses it as part of their practice.

Handler: An individual involved in the care of event and exhibit animals including feeding, cleaning, providing medicine, and other general care items.

Owner: An individual with ownership and responsibility of the animals involved in the event or exhibit.

Procedure:

Human contact with live animals at petting zoos creates the potential for disease transmission such as E. coli and other zoonotic diseases so risk should be minimized. Risk of transmission can be reduced by (i) avoiding direct contact with animals or surfaces in which animals have had contact and (ii) allowing only supervised contact with animals followed by hand washing.

Generally, only non-dangerous, mature domestic animals with the required documentation are allowed. Inherently dangerous or wild animals shall not be permitted in any animal events or exhibits on campus as defined in the following ordinances:

- **North Dakota Administrative Code – Title 48.1 Article 9 Chapter 1**
- **City of Bismarck Animal Control and Protection – Chapter 3-01-01.4**



Approval and Required Documentation:

The hosting office, department, or organization must complete the following steps for event or exhibit for approval from their respective Vice President and legal counsel:

- Verify calendar availability and complete a BSC Facilities Request for the space requested following BSC's facility/space request process.
- Campus police, Buildings & Grounds, and any other needed individuals on campus should be notified of any animals that are not dogs or cats.
- Submit any contracts or forms with the organization or individuals providing the service of the animal(s) for the pet event or exhibit on campus with the appropriate additional documentation
- Submit documentation that the animal(s) is in good health and have required shots including but not limited to vaccinations, such shots are up to date, and the animals are free of rabies.
- Evidence of liability insurance coverage from an insurance company to be provided by the owner and/or provider of the animals.

Handling and Supervision:

- Liability signage and waivers must be posted and signed stating that BSC will not be liable for any harm suffered by individuals participating in the event, including volunteers. Signage or waivers should be an exact format and language provided by campus legal counsel. Anyone participating under 18 must have a parent or legal guardian sign a participation waiver.
- During public events or exhibition, any animal which may have physical contact with the public must be handled so there is minimal risk of harm to the animal and to the public.
 - Therapy animals must be under the handling of the Owner throughout schedule time to interact with the public.
 - For events, exhibit or zoo animals, the owner and/or provider must ensure:
 - Proper barriers and distance for general public viewing and interaction to assure the safety of both as defined by NDCC Article 48.1-09. Access to the animal areas should be clearly defined and controlled (barriers, fencing, signage, etc) from non-animal areas.
 - The Owner and a handler of the animal(s) must be always present. These individuals must be familiar with the animals taking part in an event or exhibition and have knowledge of the animal(s) well-being and needs.
 - Employees may volunteer as attendants to assist handlers with individuals entering or exiting any events or exhibits.
 - Clean-up of pet waste shall occur as soon as possible by the Owner(s) and handler(s) during the event or exhibit. Tools for this should be restricted

from public access. The animal(s) event or exhibit provider shall be required to haul animal waste from campus in their own containers.

Other Facilities Information:

- No smoking, food or beverage shall be allowed in the animal areas. Signage stating such prohibition shall be clearly posted throughout the exhibit and at the entrance.
- If public feeding of the animals is permitted, the food must be provided by the animal Owner.
- Adequate potable water for the animals shall be available on the premises.
- If the animal provider does not follow through on guidance provided, a cleaning fee may be assessed by Bismarck State College.
- To reduce the chance of disease transmission, hand washing stations will be accessible to those entering and exiting the event or exhibition. If soap and water are not available, hand sanitizers or wipes may be provided. Signage which clearly explains the safety reasons for hand washing shall be clearly posted near the hand washing and/or sanitation stations..
- In case of an animal bite, or other emergency, you may call 701-223-9111 for minor accidents/events or call 911 in case of a life-threatening event.

References:

[North Dakota Administrative Code – Title 48.1 Article 9 Chapter 1](#)
[City of Bismarck Animal Control and Protection – Chapter 3-01-01.4](#)

History of This Procedure:

First procedure: October 18th, 2023.

Approved by Vice President for Student Affairs on October 18th, 2023.