

Gulf Wars Animal Control Standard Operating Procedures (SOP) (Updated June 2024)

This department is responsible for making sure that all animals, meaning service animal and educational animals follow Gulf Wars Policies. Animals that fall under the purview of this department include, but are not limited to: Educational Animals, Birds, Service Dogs, Service Dogs-In-Training, etc. This Department does not have any responsibility for the Equestrian Department

We are bound by Federal, ADA, and State Laws as concerns Service Animals and Non-service animals concerning attendance and all other issues at an event the size of Gulf Wars.

We conduct reviews of our GW Website Page, SOPs, and forms & flyers; they are updated as needed. We monitor the Facebook Staff Group Page and respond to requests issued and use the forum to coordinate with other event staff personnel.

Requirements of all attending animals; per the ADA, individuals who have Service Dogs are not exempt from local/public health requirements for the animal.

The Owner of any animal is responsible for knowing the Federal, State and Local laws concerning any subject related to the animal. An example, the State of Mississippi requires rabies vaccinations for canines, so it is the responsibility of the owner to be sure their canine is vaccinated.

The Animal Liaison Department Head will maintain a record of those who have registered their animals through the department as educational animals. These records will be available to the Autocrat(s) and other Department Heads.

To bring an educational animal on site, the owner needs to contact the Animal Liaison Department and receive permission. Permission is given to those who will be teaching classes concerning the animal, involving the animal in Youth Activities, involving the animal in Opening Ceremonies, conducting some form of activity that is related to the goals of the SCA, Inc.

Animals need to be always under the control of the responsible person. Gulf Wars understand that there are times that an animal may need to be off leash to perform the service they provide to their owner and/ or to get exercise. Common sense needs to be employed in how this takes place.

Non-compliance with any Rule or Policies pertaining to an animal can lead to removal of any animal and/or owner/handler from the event. These incidents shall be documented. The chain of command at events for issues or problems is Animal Liaison and then, the Autocrat(s). If the Animal Liaison Department cannot resolve the issue, they will notify the Autocrat(s). The Animal Liaison Department shall keep the Autocrats informed of any issues, small or large, so that the Autocrats can be aware of these issues for informational purposes.

The Department Head maintains all received documentation (emails, notes of phone calls, scans, etc...) for 2 years.

The Animal Liaison Department does not preregister Service Animals as this is not required, neither do Service Animals have to wear a vest or other identifying device. This is per ADA.

A final event report is completed by the Department Head, forwarded to the Autocrats by the established end-of-war deadline.