ADMINISTRATIVE PROCEDURE

District property is closed to animals unless such animals are involved in the instructional process or confined in a vehicle. Exceptions are service animals.

If assistance is required in securing the removal of a dog or other animal from campus grounds, the college police officers or duty administrator have specific authority to call the Humane Society or appropriate animal control division and make such a request. The officer or administrator should:

- Call the San Diego Humane Society, North Campus.
- Make arrangements to meet with responding officers at a designated location.
- Write a report of the incident with the following information: A description of animals;
 date, time and location of incident; name and badge number of Humane Society officer;
 and any other relevant information.