

**ADMINISTRATIVE PROCEDURES**

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| **10.24 Pets in the Workplace**  | **Revised: November 13, 2023** |

1. GENERAL

Pets are not permitted in the workplace. Workplace includes facilities, vehicles and other equipment which is owned, leased, or controlled by the Texas A&M Forest Service.

2. EXCEPTIONS

2.1 Assistance animals (as defined in the Texas Human Resources Code, Section 121.002) accompanying employees, contractors or visitors are permitted in the workplace. See Service Animal Guidelines.

2.2 Animals owned or contracted by the agency to assist in investigation, search and rescue or other related activities are permitted in the workplace.

2.3 Animals may be brought onto agency property designated for public recreational use, subject to rules and guidelines for use of the property.

2.4 Pets are permitted in residences owned by the agency, subject to the terms of the lease.

2.5 A supervisor may permit a pet in the workplace for an unexpected, incidental or short-term situation.

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