G-11 VEHICLE TRANSPORTATION OF ANIMALS

**Purpose**

To provide guidelines for safe transportation of animals to media events, veterinary visits or for other purposes. Safety of the animals and the driver are of the utmost concern.

**Staff /Areas Affected**

• All Staff

• Volunteers if needed

**Definitions**

**Martingale Collar –** See attached photo. (Never tether to a seatbelt)

**Tethered** – Use of a leash or other device to firmly secure the dog in the area of the passenger vehicle

**Responsibilities**

The Director of Animal Care and Behavior or designate is responsible for determining that anyone transporting animals has an understanding of the safety measures required.

**Procedures**

HSWM VANS:

1. When using HSWM vans always put a clean blanket or towel inside the crate, cage or kennel before loading the animal.
2. Any animal transported in one of HSWM vans should be in a crate, cage or kennel.
3. Kennel, cage, crate doors must be securely latched.
4. Confirm heat /air conditioning is working in the rear of the vehicle if traveling for any extended period of time.

PASSENGER VEHICLES:

1. When using a passenger vehicle (car, van, SUV, etc.) cats, kittens or small animals should always be in a carrier.
2. Carriers should be loaded in the back area whenever possible, and/or on the floor.

Animals should never be allowed to travel in the seats of a vehicle untethered.

1. Small dogs and puppies can be put in carriers.
2. When using the a HSWM passenger vehicle (or similar style personal vehicle), medium or larger dogs should be put in the far back, behind the divider.
3. Confirm that the divider is installed correctly and secure before placing the dog inside. The dog should not be able to escape via any openings above or beside the headrests of the back seat.
4. Use a leash with a carabineer to secure the dog to the bar of the divider before shutting the hatch of the vehicle.
5. If a dog must only travel in the REAR passenger seats of a vehicle, never the front.
6. Always put a blanket or towel down on the seat before putting the dog inside the passenger area.
7. When in the rear passenger seat, dogs must wear a safety harness and be attached with a vehicle seatbelt or a seatbelt clip (see attached photos of different styles that are acceptable).

Dogs should always be walked with a harness, martingale collar and/or slip lead when being walked off of HSWM grounds.

NEVER tether a slip lead inside a car – it is a choking hazard if the vehicle stops quickly

NEVER shut a leash in a car door as a means of securing a dog

NEVER tether an animal with a collar or martingale collar inside the car.

PICK-UP w TRAILER:

1. Anyone driving the pick-up truck and pulling the trailer is required to have a Chauffer License. Details on obtaining the Chauffer License can be found at: <https://www.michigan.gov/sos/0,4670,7-127-1627_8669_53323---,00.html>
2. The trailer has detailed instructions inside for operation of the generator and other specifics. Review and understanding of these features should be done in advance of use for an event or transport of animals.
3. The overall height of the trailer is 10 ft 2 in. Overall Length of the trailer is 22 ft. Width is 9ft 6 in. Keep these dimensions in mind when making arrangement to travel or space requirements at the destination.
4. Temperature and climate should be considered when making arrangements to travel with animals inside the trailer. Air conditioning can be used during travel, but there is no heat in the trailer.
5. Consideration of the environment and temperature should be made if the trailer gate and doors will be open to people coming through at an event.
6. Supplies for the event can be loaded into the storage areas and open floor space of the trailer.
7. Balancing the weight of equipment and animals should be taken into consideration before loading.
8. Blankets should always be placed in kennels/cages with animals before transport to minimize the movement for the animals inside.
9. Food and water should not be put in the kennels/cages during transport.

**Revision History**

* V1 - 6/7/18
* V2 – 3/5/20





 