

**Southwest Virginia Higher Education Center (SWHEC / Agency 948)**  
**Animals Inside Building**

**APPLICABILITY:** All Center Employees, Tenants, General Public

**STATEMENT OF POLICY:**

For safety, health, maintenance, and liability concerns, animals are prohibited within the Center's building, except for as follows:

- Service and assistance animals individually trained to do work or perform tasks for people with disabilities;
- Animals that have been approved and authorized to be brought to the Center; and
- Animals possessed by and under the direction of a law enforcement officer in the performance of official duties

**VIOLATIONS OF POLICY:**

Persons found to be in violation of this policy will be asked to remove the animal from the Center's building. Additional action is possible depending upon the severity of the violation.

For Center employees, a violation of this policy may result in disciplinary action up to and including termination as outlined in DHRM Policy 1.60 (Standards of Conduct).

In the case of a violation by a tenant, the appropriate authority supervising the tenant will be notified.

**Policy Approval:**

Policy Effective March 1, 2022 (initial adoption)

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David N. Matlock, Executive Director

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**2/23/2022**  
Date