Non-Service Animals on Campus Guideline
September 30, 2015
(Amended August 16, 2022)

A. Purpose and Scope
This guideline does not apply to service animals or to animals housed in laboratory areas for academic or research purposes. For the Service Animal Guideline, please see Service Animals Guideline – The Division of People Strategy, Equity & Culture (utoronto.ca).

The University recognizes the importance to ensure the health and safety of our community while allowing the use of animals on campus that are essential for service of persons with disabilities or per the University’s approved programs for academic or research purposes. The purpose of this guideline is to provide guidance on the presence of non-service animals, and it applies to all University of Toronto staff, faculty, students, contractors, and visitors while at University facilities to ensure a safe campus.

B. Definitions
The following definitions shall apply to this guideline:

i. **Owner** refers to the legal owner of the animal. The owner may also be the handler.

ii. **Handler** refers to the individual who has charge of the animal. The handler may also be the owner.

iii. **University facility/facilities** refers to all buildings and grounds, owned, leased, or operated by the University of Toronto, including but not limited to outdoor areas, athletic and recreational fields, and residence and housing areas.

iv. **Non-Service Animal (including pets)** refers to a domestic or tamed animal kept for companionship or pleasure that is not a service animal.

Support Animal (also referred to as therapy animal) refers to an animal brought on campus by a third-party service provider for the purpose of providing comfort, cheer, and temporary companionship. This may include emotional support and comfort animals.

v. **Service animal** refers to an animal for a person with a disability as defined under Ontario Regulation 191/11: Integrated Accessibility Standards Part IV.2 subsection (4) under Accessibility for Ontarians with Disabilities Act, 2005.

Service animals are permitted to accompany persons with disabilities and/or their handlers at the University unless prohibited by law (e.g. in food preparation areas) or the presence of the service animal endangers the health and safety of the community. If the service animal is prohibited to enter due to health and safety requirements, the University may conduct a risk and
assessment and will provide reasonable alternative accommodations or access. For information regarding service animals, please see The Division of People Strategy, Equity and Culture on Guidance regarding service animals on campus or the Student Life Animal Registration webpage.

vi. **Animals approved for academic or research purposes** at the University are permitted on campus for such purposes. For more information, please see Division of the Vice-President, Research & Innovation, General Information about Animals in Research & Teaching.

**C. Guideline on Non-Service Animal**

1. The University of Toronto understands there may be extenuating circumstances which require specific considerations and exception which can be assessed on a case-by-case basis. Exceptions must be reviewed and approved by the Unit Head responsible for the area in writing. As an aid to inform the unit lead’s decision, please refer to Appendix A for Non-Service Animal at Work Guidance.

2. The City of Toronto by-law prohibits certain animals to be used for private or public events, please see Toronto Municipal Code Chapter 349 on Animals for a list of prohibited animals at the University of Toronto.

3. This guideline does not supersede or replace obligations the University has under applicable legislations or by-laws, as well as contractual obligations for facilities leased or rented by the University.

**D. Responsibility**

**Owners/Handler of Non-Service Animals**

1. The owners/handler are to be respectful of the non-service animal and of other members of the community. Animals should not be permitted to impede normal movements of any person on campus nor be permitted to interfere with the ability of any student, faculty, staff, or other person who work or study on campus.

2. The owner/handler are to take full responsibility for any cost or consequences of damage caused by their non-service animal and to maintain physical control over the animal by not allowing the animal to be at large, remaining with their animal at all times, and cleaning up after their animal as applicable while at a University facility.

3. The owner/handler must ensure the animal does not jeopardize the health and safety of any member of the University, including other animals.

4. The owner/handler must follow the provincial and local municipal laws related to ownership of animals including immunization, licensing, noise, large animals and dangerous animals under the Dog Owners’ Liability Act, R. S. O. 1990, c. D. 16.


**Staff and Faculty**

1. In addition to the foregoing, staff and faculty require the explicit written consent of their supervisor/unit head prior to bringing a non-service animal to work during working hours. It is anticipated that consent would be given only in exceptional
circumstances.

E. Contact
If you have any questions regarding non-service animals on campus, please contact us at 416-978-4467 or ehs.office@utoronto.ca.

F. Relevant Legislation
1. Accessibility for Ontarians with Disabilities Act, 2005
4. Health Protection and Promotion Act, R. S. O. 1990, c. H. 7
6. Ontario Regulation 191/11: Integrated Accessibility Standards
8. Toronto Municipal Code Chapter 349, Animals

G. Resources
1. The Division of People Strategy, Equity & Culture, Guidance regarding Service Animal on Campus
2. The Division of People Strategy, Equity & Culture, Service Animals Guideline FAQ
3. Council of Ontario Universities, Animal on Campus Guide
Appendix A: Non-Service Animal at Work Guidance

<table>
<thead>
<tr>
<th>Please consider the following points prior to bringing a non-service animal to work:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not everyone loves animals. Please consider allergies to animals, negative experience with animals, etc.</td>
</tr>
<tr>
<td>Ensure all members of the unit are made aware ahead of time when animals are going to be present. Have a mechanism to raise concerns.</td>
</tr>
<tr>
<td>Persons bringing animals on campus will be held responsible for any costs or consequences of damage caused by their animal. Even the most docile of dogs could become hostile in an unfamiliar environment or around other pets.</td>
</tr>
<tr>
<td>Animals can be a distraction. Designate a ‘pet-friendly’ day to ensure productivity is not affected.</td>
</tr>
<tr>
<td>Establish animal-free zones – ground rules for where animals can roam free and where they should not be.</td>
</tr>
<tr>
<td>Take turns or limit the number of animals each day, e.g. bring only one animal into the office at a time.</td>
</tr>
<tr>
<td>Appoint a person to receive complaints / praise about program and the participants (animals). These comments would be taken back to the owner of the animal and/or Supervisor of the area.</td>
</tr>
<tr>
<td>Ensure the office is safe for animals – cables, cords and open trash bins are tempting for animals.</td>
</tr>
<tr>
<td>If your animal is sick, keep them at home. Sick animals spread germs. Ensure animals are healthy, up to date on vaccines, flea/tick and heartworm treatments and well socialized.</td>
</tr>
<tr>
<td>Animals must be supervised and leashed at all times.</td>
</tr>
<tr>
<td>Animals must be comfortable around people (other than their owner).</td>
</tr>
<tr>
<td>Animals must be okay around other animals.</td>
</tr>
<tr>
<td>Animals who are hyper may not be appropriate in an office setting.</td>
</tr>
<tr>
<td>Be prepared to bring everything the animal will need – toy, food, bed, etc.</td>
</tr>
<tr>
<td>Clean up after your animal.</td>
</tr>
</tbody>
</table>