



California State University
MONTEREY BAY



CALIFORNIA STATE UNIVERSITY MONTEREY BAY ANIMALS ON CAMPUS/SITE VISIT RISK ASSESSMENT FORM

EVENT NAME/TITLE: _____ DATE OF EVENT: _____

LOCATION WHERE ANIMALS WILL BE HANDLED: _____

NAME OF ANIMAL HANDLER/VENDOR: _____

NAME OF VENDOR CONTACT PERSON: _____ MOBILE NUMBER: _____

VENDOR CONTACT EMAIL: _____

1. SERVICE AGREEMENT

Is there a contract in place with the agency/organization/person(s) who are bringing the animals?

Yes No

If YES, **attach a copy** of the service agreement or other contract with CSUMB.

2. INSURANCE REQUIREMENTS

Vendor shall procure and maintain for the duration of the event insurance against claims for animal bites, injuries to persons, or damages to property which may arise from or in connection with the primary responsibility for negligence or harm as the results of animal handling by the Vendor, their agents, representatives, employees or subcontractors. Coverage shall be at least as broad as:

a. Commercial General Liability (CGL) - Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

b. Vendor must **attach a copy** of a certificate of insurance as evidence of above limits. Additional insured not required if the Vendor is an invited as part of a CSUMB hosted event.

2. Who will be in oversight of the animal handling while it is here at the University campus?

3. Are trained animal handlers all the adults (age 18 and above)? Yes No

4. What experience do the person(s) in control of the animals have with; animal handling, petting zoos, therapy pets, etc.?

5. What is the ratio of animals to handlers to participants?

6. What types of animals will be part of the campus visit?

7. Are the animals juveniles (young)? Yes No Age range:

8. What safeguards will be in place to avoid disease transmission (hand-wash stations, sanitizing stations)?
How will this be monitored and by whom?

9. How will the animal visit be set up (kennels, cages, fences, tents, etc.)?

10. How will animal waste be removed/cleaned up from University property?

11. Will there be signs to indicate what behavior is acceptable by participants? Yes No

12. Will there be signs to indicate what behavior can be expected from the animals? Yes No

13. What emergency or first aid plans are in place in case of bites, escapes, or other problems?

14. YOUTH PROTECTION

a. Will minor aged youth (17 years and under) be allowed to handle the animals? Yes No

b. Are the vendor staff/animal handlers background checked and screened? Yes No

c. Will the children feed the animals? Yes No

d. Will parents be in supervision of youth at all times when near or around the animals? Yes No

14. VENDOR AGREEMENT

By signing below, I hereby attest that the information in this registration form is true and correct. I represent the animal handler vendor listed above and promise to manage animals safely in accordance with CSUMB requirements.

SIGNATURE OF VENDOR CONTACT LISTED ABOVE: _____

DATE SIGNED: _____