

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

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

Yes No

a. If YES, agency/organization/person(s) name and business address and phone number:

Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

Contact number (with area code): _____

Email: _____

2. **Insurance:** please provide the insurance information for the agency/organization/person(s) who have control over the animals:

a. Insurance Type: _____

Policy Holder: _____

b. Can they provide a Certificate of Insurance (CoI)? Yes No

c. Can they add CSUMB as Additional Insured to their CoI? Yes No

3. What experience does the person in control of the animals have with; animal handling, petting zoos, therapy pets, etc.? _____

4. Who will be in charge of the animal handling while it is here at the University campus? _____

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

6. What 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? _____

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9. How will the animal visit be set up (in terms of 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 plans are in place in case of bites, escapes, or other problems? _____

14. Youth Protection:

a. Will children be allowed to be present? Yes No

b. Does person in control of the animals, conduct background checks on their volunteer animal handlers? Yes No

c. Will the children feed the animals? Yes No

d. Will parents be present with their child(ren) at all times when near or around the animals?
Yes No

Important Points:

- Insurance coverage
- Proper supervision by qualified adults and crowd control to allow that proper supervision
- Emergency plans and sanitation plans

Please contact risk@csumb.edu if you have any questions or need assistance with this form or questions about this policy.