



DEPARTMENT OF THE NAVY

U.S. NAVAL BASE GUAM

PSC 455 BOX 152

FPO AP 96540-1000

NAVBASEGUAMINST 11101.10A
N93

16 Jul 2025

U.S. NAVAL BASE GUAM INSTRUCTION 11101.10

Subj: FAMILY HOUSING PET POLICY

Ref: (a) CNIC Housing Desk Guide Occupant Responsibility and Liability
(b) SECNAVINST 6401.1B

Encl: (1) Family Housing Pet Registration Form
(2) Disaster Planning for Pet Owners

1. Purpose. This instruction establishes the policies and procedures that govern pet ownership in Military Family Housing (MFH) onboard U.S. Naval Base Guam (NBG) in accordance with references (a) and (b).

2. Cancellation. NAVBASEGUAMINST 11101.10

3. Definitions

a. Animal. All non-human species—both domestic and wild.

b. Pets. Dogs, cats, birds, rabbits, domestically-bred pets of the rodent family and non-poisonous fish, frogs, crabs, snails, turtles are authorized in MFH. Animals that are not Pets under this definition includes but is not limited to exotic animals such as snakes, Vietnamese pigs, and domesticated farm animals such as chickens, poultry, goats and pigs, etc.

c. Pet Owner. Service member or other sponsor of an animal approved to reside in NBG MFH.

4. Pet Owner Responsibilities. Pet ownership in NBG MFH is a privilege that requires compliance with the provisions of this instruction—including the following responsibilities:

a. Pet Owners must register their pets with the Housing Service Center within thirty (30) days of occupancy or acquisition of a pet. See enclosure (1) for the pet registration form.

b. All dogs and cats must be vaccinated for rabies immediately within thirty (30) days of occupancy or acquisition of the pet. Pet Owners must provide valid proof of rabies vaccination at registration to the Housing Service Center.

c. Pet Owners must provide their pets with a readily-available source of clean, potable water and at least daily feeding in a quantity and quality sufficient to maintain the pet in good health.

d. Pet Owners are prohibited from leaving pets unattended in excess of eight (8) hours in a

family housing unit, backyard, balcony, enclosed or gated patio or porches, tethered or untethered.

e. Pet Owners will maintain sufficient, positive control of their pet at all times outside the MFH unit. Sufficient, positive control shall prevent the pet from injuring humans or animals, damaging property, and creating excessive noise. Excessive noise is defined as five (5) minutes or more of barking or other pet noise during peace and quiet hours. Sufficient, positive control is defined as control by a responsible individual who is physically present at the home with the pet.

(1) Dog Park. Pets are authorized off leash in designated installation dog parks under the direct supervision of a responsible adult. Public areas such as athletic fields, playgrounds, and parks may not be used for off leash pet exercise.

(2) All other outdoor locations. Pets must be restrained by a leash, cage, or other suitable tether or chain. Pet Owners are prohibited from tethering or chaining a pet to a fixed object (e.g. stake in the ground) for more than four hours per day. Retractable leashes are not permitted aboard NBG.

f. Pet Owners are responsible for immediate removal and proper disposal of their pet's excrement in all public spaces onboard NBG.

g. Pet Owners are responsible for making pet shelter arrangements in case of emergency. Enclosure (2) is an emergency planning guide designed to assist pet owners in making these arrangements.

h. Pet Owners are responsible for turning over pets who bite or injure a human or animal to veterinary personnel in accordance with paragraph six. Failure to do so may result in grounds for law enforcement to confiscate the pet.

i. Prior to moving out of MFH, pet owners must professionally clean and sanitize their unit's carpeting—including flea and mite treatment. Pet Owners are responsible for the cost of carpet replacement where staining or odor remains. The carpet replacement fee will be pro-rated based on the age of the carpet.

5. Prohibitions

a. Pet Owners are restricted to two pets per household. Exceptions to this policy will be processed on a case-by-case basis. All exception requests must be submitted in writing via the Housing Service Center to the Installation Commanding Officer (ICO), NBG.

(1) Residents with approved exceptions to policy for a third pet are not authorized to foster or conduct pet-sitting of additional animals.

(2) Service animals are not pets for the purposes of NBG's two-pet limit. Service animals must be prescribed by a medical provider and the resident must provide certification subject to validation by a military medical provider.

(3) Residents shall not have any animals not considered a Pet by this instruction on NBG or in NBG MFH.

b. The following are prohibited onboard NBG:

- (1) Pet breeding.
- (2) Electronic fences and remote controlled shock collars.

c. Animals such as monkeys, skunks, raccoons, ferrets, foxes, iguanas, and breed of dogs with dominant traits geared toward aggression or determined by Animal Control as vicious are strictly prohibited.

d. Pets are prohibited in the common areas such as playgrounds areas, basketball courts, pavilions, community centers, and property for which another housing residents is responsible.

6. Violations. The Housing Service Center is responsible for adjudication of all violations of this instruction. Pet Owners will be notified in writing by the Housing Service Center when it has received a complaint that the Pet Owner has violated this instruction. The Pet Owner will then have five (5) days to submit a written response. Pet Owners who accumulate three minor or one serious violation will lose their pet privileges. They may also be subject to other, appropriate administrative or disciplinary action including but not limited to eviction.

a. Examples of minor violations include: noise (excessive barking), minor property damage, unauthorized possession of 3 or more pets, public nuisance, failure to pick up pet excrement, and failure to maintain sufficient, positive control of a pet in public spaces.

(1) If a Pet Owner is found to be within possession of 3 or more pets, the offending Pet Owner must receive an exception to policy from ICO, NBG to keep the pet in MFH. Absent an exception to policy, the Pet Owner will be provided seven (7) days to remove the pet from MFH.

b. Examples of serious violations include: attacks on humans or other pets, major property damage, and possession of a diseased pet or other animal. Validated complaints of pet bite or attack will result in immediate removal of the pet from MFH.

c. Should owners fail to exercise proper control of their pet and their pet bites, mauls, or attacks an individual or another animal, the pet must be removed from the housing area within two days of the incident.

7. Animal Injuries. Personnel involved in animal bites or scratches should promptly seek medical assistance and contact NBG Animal Control. If known, they should inform medical personnel of the animal's location and description, its owner's name and address, and the animal's health or vaccination history. Veterinary personnel must then examine all animals who bite or otherwise injure a human or other animal within two working days of the incident and undergo a ten-day quarantine for rabies.

8. Stray Animals

a. Stray and wild animals of all types should not be fed or cared for and must be reported to NBG Animal Control. Any person who tampers with, discards, or springs animal official traps onboard NBG is subject to disciplinary or administrative action.

b. Personnel shall not feed or possess feral or domestic livestock such as goats, pigs, sheep, or poultry. These animals pose possible health concerns with the waste that they produce and for their attraction of unwanted pests.

9. Records Management. Records created as a result to this instruction, regardless of media and format, must be managed per SECNAV Manual 5210.1 of September 2019.

10. Review and Effective Date. Per OPNAVINST 5215.17A, the NBG Housing Office will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for ten years, unless revised or canceled in the interim, and will be reissued by the ten-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in SECNAV Manual 5215.1 of May 2016.

J. T. FRYE

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via:

<https://flankspeed.sharepoint-mil.us/sites/NavalBaseGuam>.

NBG Housing Pet Registration Form

Sponsor's Last/First/MI Name: _____ Date: _____

Rank/Rate: _____ PRD: _____

Housing Address _____

Home Phone: _____ Work Phone: _____

Sponsor's Unit Name: _____

Sponsor's Unit Address: _____

| | PET #1 | PET #2 |
|----------------------|--------|--------|
| Name: | | |
| Breed: | | |
| Sex: | | |
| Age: | | |
| Color: | | |
| Weight: | | |
| Spayed/Neutered? Y/N | | |
| Rabies Tag #: | | |
| Year Vaccinated: | | |

NOTE: You are required to keep your records updated with your local Housing Service Center as changes occur during your assignment to Military Family Housing on the Naval Base Guam.

23 Jul 2025

Pets

When preparing for an emergency, be sure to include arrangements for your pets. Your emergency preparedness kit should contain provisions for your pets. Know in advance how you will handle your pets if you need to evacuate. If you must leave them behind, make sure they have access to food, water, and shelter.

Preparing to Take Your Pets

- Add pet supplies to your emergency supplies, including but not limited to food, a strong leash, a carrier, and veterinary records.
- Make sure your pet's identification tags are up to date and secured on its collar.

What to Do with Your Pet During an Emergency

- Bring pets inside immediately. Many times pets run away when they sense danger. Never leave them tied up outside.
- If you are told to evacuate and you can bring your pets:
 - Take enough supplies and food for at least three days.
 - Make sure the carrier is secure.
 - Be responsible for your pets by cleaning up after them and making sure they are not causing problems.
 - Understand that many shelters do not allow pets. You may have to board your pet or place it in a shelter prepared for evacuated pets.
- If you are told to evacuate and are ordered not to bring your pets:
 - Bring your pet inside. Never leave your pet outside during an emergency.
 - Leave plenty of food and water.
 - Take the toilet seat off and brace the bathroom door so they can drink.
 - Place a notice on your door that your pet is inside. Include your name, phone number, and the name and phone number of your veterinarian.

What to Do with Your Pet after an Emergency

- Keep close contact with your pet to make it feel safer.
- Keep your pet on a leash when possible so it stays with you.
- Understand that your pet may have some behavioral changes because of trauma.
- Be responsible for your pet at all times by cleaning up after it and keeping it away from others.

Where to Find Additional Information

- FEMA—www.fema.gov/plan/prepare/animals.shtm
- The Humane Society of the United States
 - www.hsus.org/hsus_field/hsus_disaster_center/resources
 - www.hsus.org/web-files/PDF/DIST_DisasterPetBrochure.pdf

It's your duty to stay informed, develop disaster plans with your family, and have ready an emergency supply kit good for at least three days

Preparedness Is Your Duty

The Navy encourages all personnel to maintain a basic level of preparedness for all potential hazards.

You are encouraged to be informed about potential hazards, have a family emergency plan, and make an emergency preparedness kit.