

The purpose of this policy is to establish standard operating procedures for Floyd County Animal Control and all rescue groups that wish to retrieve animals from Floyd County Animal Control. Violation of this policy by a rescue group is grounds for dismissal of its rescue privileges.

- A. Rescue groups wishing to rescue animals both in state and out of state, must be a non-profit organization licensed by the Georgia Department of Agriculture and their application to rescue must be approved by the Floyd County Animal Control Director. For rescue groups located out of state, the group must also meet all of the licensing requirements in the state in which they reside.
- B. All rescue groups must have an application approved by the Floyd County Animal Control Director (hereinafter "Director"). Any rescue application may be denied at the discretion of the Director. Each rescue group must submit a copy of its shelter license and a list of approved agents to pick up animals from the Floyd County Animal Control Shelter on official GA DOA forms. Only the rescue license holder or an approved agent of the license holder may pick up animals from the shelter.
- C. Floyd County Animal Control will notify an applying rescue group if the approval or denial of its application and will do so within ten (10) business days of the receipt of the application.
- D. In the event a rescue group's application is denied, the group may appeal the decision to the Animal Control Welfare Board. If the Board overturns the denial, the application will be forwarded to the Director, and will be signed by the president of the Board signifying approval of the application.
- E. A rescue group may have its rights to pick up animals from Floyd County Animal Control revoked at the discretion of the Director. The grounds for such revocation may include, but are not limited to, the following:
  - 1) Failure to pick up animals on assigned pick-up dates and times;
  - 2) Making slanderous statements about Floyd County Animal Control. These statements may be made orally, by writing or otherwise;
  - 3) Berating, threatening, assaulting or harassing Floyd County Animal Control personnel;
  - 4) Acting unprofessionally; and

- 5) Using their DOA license to pull animals for unlicensed agencies or individuals.
  - 4) Violating any of the other rules or provisions provided herein or of the Department of Agriculture or the OCGA 4-11 titled "Animal Protection Act".
- F. All rescue groups will have priority on animal rescues, and are to make arrangements to pick up all animals they intend to rescue prior to the day the animal is scheduled for euthanasia unless prior approval to pick the animals up at a later date has been given by the Director or his designee.
- G. All rescues are to be coordinated through the Director or his designee.
- H. All animals will be held at the Floyd County Animal Control Shelter for the mandatory 72 hour impoundment period after arriving at the shelter, and no animal is to be released prior to the expiration of this time. The Director may authorize animals that have certain medical conditions to be released to a rescue organization prior to the expiration of the 72 hour holding period provided the receiving agency signs an agreement to make reasonable arrangements should a responsible owner for the animal come forward within the 72 hour hold window.
- I. A rescue group may not place a hold on any animal prior to expiration of the 72 hour holding period. Once a hold has been placed on an animal, the animal must be picked up by the rescue group before the animal's scheduled euthanasia date. No animal will be held past the scheduled euthanasia date unless the Director authorizes such additional holding period. Placing a hold on an animal will not prevent a private citizen from adopting the animal. All rescue groups placing a hold on an animal are urged to call Floyd County Animal Control prior to picking up the animal to ensure that the animal is still available for rescue. All requests for a rescue hold to be placed on an animal by a qualified rescue must be submitted before 4:00pm on Tuesdays any holds requested after that time cannot be guaranteed.
- J. If a rescue group places a hold on an animal, Floyd County Animal Control will place a hold card on its cage stating the name of the agency that is requesting the hold and the date by which the animal will be transported by the rescue group.
- K. The number of animals that may be placed on hold for a particular rescue group is left to the discretion of the Director, also all rescue holds will only be honored for a period of 48 hours after which the animal may be euthanized or released to another rescue.
- L. A rescue group's request to place a hold on an animal may be denied at the discretion of the Director, in addition any animal exhibiting symptoms of contagious disease or other sickness will not be released to rescue.

- M. No rescue group worker will be allowed to medicate or euthanize any animal in the Floyd County Animal Control Shelter unless authorization to do so is obtained from the Director.
- N. All rescue group members must sign in at the front desk of the Floyd County Animal Control Shelter immediately upon entering the shelter.
- O. Before leaving the Floyd County Animal Control Shelter with any animal, a rescue group worker must notify Floyd County Animal Control. This notice is provided by bringing the Animal Identification Card and the hold card to the front desk of the shelter, assistance will be provided by FCAC staff when possible.
- P. All animal control issues that arise are to be discussed with the Director. At no point is a rescue group worker permitted to discuss any such issues with any other Floyd County Animal Control personnel or inmates working at the shelter. Such issues are to be discussed in private (i.e. the director's office). At no point should any such issues be discussed in the presence of any other person present at the Floyd County Animal Control Shelter.
- Q. At no point are rescue group workers allowed to speak with an inmate working at the shelter. Inmates are not allowed to receive any item from a rescue group worker. If a rescue group worker has a problem with or sees an inmate acting inappropriately he/she is to contact the on-duty correction or closest FCAC staff immediately.