

**City of Hampton**  
***Animal Control***  
**Administrative Guidelines**

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| <b>Title:</b><br><p style="text-align:center"><b>Authority of Enforcement</b></p> | <b>Guideline Number:</b><br><p style="text-align:center"><b>A-101</b></p> |
| <b>References:</b><br>Virginia State Code § 3.2-6555.                             | <b>Date Issued:</b><br>September 15, 2011                                 |

**I. Purpose**

This Standard Operating Policy is issued to establish guidelines and procedures for the Animal Control Services Division. In addition to the Animal Control mission, we are to strive to provide an effective and cost efficient animal control program by active enforcement of federal, state and local laws, the humane housing and disposal of stray/unwanted animals, and the protection of people and animals through the promotion and enforcement of responsible pet ownership.

**II. Policy**

The Animal Control Officers, Operations Supervisor and Technician positions are established under the authority of the Code of Virginia, upon completion of the required training approved by the State Veterinarian.

**III. Procedure**

- A. Duties and responsibilities are limited to the enforcement of laws and ordinances of the Commonwealth of Virginia and the City of Hampton Chapter 5 Ordinances, as they pertain to animal law violations. Any enforcement action for violations of the law not pertaining to animals which occur in the presence of an Animal Control Officer shall be referred to a Police Officer, Codes and Compliance Inspector or other responsible office.
- B. The authority of the Animal Control Officer shall be in effect only while in uniform and on assigned duty. Authority shall include all jurisdictions and boundaries within the City of Hampton.
- C. Animal Control Officers are issued uniforms which distinguish them from Police Officers. Uniforms, weapons, or any other equipment approved by the Assistant City Manager or his/her designee are authorized to be worn while on duty. Authorized weapons will be carried only after completion of specific courses of training conducted by the Hampton Police Division.

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| <b>Authorized by:</b><br> | <b>Revision Date:</b> |
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