



**RECTOR OF
LITHUANIAN UNIVERSITY OF HEALTH SCIENCES**

**ORDER
ON THE APPROVAL OF THE PROCEDURE FOR THE OPTIONS OF BRINGING
AND/OR KEEPING PETS ON THE PREMISES OF LITHUANIAN UNIVERSITY OF
HEALTH SCIENCES**

7 November 2023 No. 2023-V-0291
Kaunas

Pursuant to Clause 49 (2) of the Statute of Lithuanian University of Health Sciences (the “University”), taking into account measures [4.2.3] and [4.10.3] envisaged in the Implementation Plan of the University’s Strategic Development Guidelines for 2022-2026, Clause 63.3 of the Regulations of the University’s Student Dormitories approved by Order 2023-V-0209 of the Rector of University of Health Sciences of 3 August 2023 “On the Approval of the Regulations of the University’s Student Dormitories and the Standard Forms of Contracts”, and with the aim of contributing to the creation of a favourable environment at the University for the University’s community members,

1. I hereby approve the Procedure for the Options of Bringing and/or Keeping Pets on the Premises of Lithuanian University of Health Sciences (attached).

2. I hereby instruct the Document Management Department to inform the University’s staff, the Student Union and the University’s Communications Department of this Order by preparing an information notice and publishing it on the intranet within 5 (five) working days from the date of signing this Order.

3. I hereby delegate the control of the Order to Laima Matusevičienė, Director of Administration and Finance at the University.

4. This Order shall enter into force on the date of its signature.

Rector

Professor Rimantas Benetis

**THE PROCEDURE FOR THE OPTIONS OF BRINGING AND/OR KEEPING PETS ON
THE PREMISES OF LITHUANIAN UNIVERSITY OF HEALTH SCIENCES**

**SECTION I.
GENERAL PROVISIONS**

1. The Procedure (the “Procedure”) for the Options of Bringing and/or Keeping Pets on the Premises of Lithuanian University of Health Sciences (the “University”) shall regulate the process and rules for the bringing and/or keeping of pets on the premises, including dormitories, managed by the University or belonging or available to the University by the employees of the University, the students of the University, the inhabitants of the University’s dormitories, and the persons staying on the University’s premises.
2. This Procedure shall apply to all University employees, students, residents of the University’s dormitories and persons staying on University premises where temporary accommodation may be provided.
3. This Procedure shall not constitute grounds for bringing and/or keeping pets on University premises where face-to-face learning activities take place.
4. The Procedure has been prepared in accordance with the Law of the Republic of Lithuania on the Care, Keeping and Use of Animals, Order No. A-2094 of the Director of Kaunas City Municipality Administration of 7 July 2015 “On Approval of the Rules for Keeping Animals in Kaunas City” (the “Rules for Keeping Animals in Kaunas City”) and Order No. B1-336 of the Director of the State Food and Veterinary Service of 2 May 2013 “On the Approval of the Description of the Procedure for Keeping Animals in Residential Areas of Municipal Territories” (the “Description of the Procedure for Keeping Animals in Residential Areas of Municipal Territories”).
5. Key terms used in the Procedure:
 - 5.1. **University premises** shall be premises managed according to the ownership right or trust, used and/or disposed of by the University.
 - 5.2. **Common areas** shall be all common areas, except those used to enter/leave residential or working premises.
 - 5.3. A **pet** shall be a non-hazardous animal kept for aesthetic and social purposes.

- 5.4. The **owner of the animal** shall be a University employee or student: the person who owns the animal.
- 5.5. **Bringing of a pet** shall be a short-term transfer of the pet from its normal environment to the owner's workplace, temporary residence in a dormitory or other temporary accommodation on University premises.
- 5.6. **Keeping of a pet** shall be the provision of living, nutrition and animal hygiene conditions for a pet animal on University premises.
- 5.7. Other terms used in the Procedure shall be understood as defined in the Law of the Republic of Lithuania on the Care, Keeping and Use of Animals, the Rules for Keeping Animals in Kaunas City, the Description of the Procedure for Keeping Animals in Residential Areas of Municipal Territories, and other legal acts.

SECTION II. RIGHTS AND OBLIGATIONS OF PET OWNERS

6. All pet owners must:
 - 6.1. Care for the pet at all times and ensure the welfare and protection of the pet on University premises;
 - 6.2. Comply with the requirements of the Procedure and other legal acts governing the welfare and protection of pets;
 - 6.3. Ensure that the pets they bring and/or keep do not endanger the life, health and/or property of humans and other pets;
 - 6.4. Not prejudice the rights and legitimate interests of others;
 - 6.5. In accordance with the Rules for Keeping Animals in Kaunas City, before bringing or keeping a pet on University premises, the pet must be registered and marked in accordance with the procedure established by the Kaunas City Municipality Council;
 - 6.6. Ensure that dogs, cats, ferrets and/or other pets susceptible to rabies are vaccinated against rabies prior to bringing or keeping the pet on University premises, as laid down in the Rabies Control Requirements as approved by Order No. B1-463 of the Director of the State Food and Veterinary Service of 11 May 2007 "On the Approval of the Rabies Control Requirements" and have documents certifying that such pets have been vaccinated against rabies;
 - 6.7. Ensure that the pet is vaccinated against major infectious diseases, de-wormed, and has an orderly and valid pet passport, if this is required by law for the species of animal concerned;

- 6.8. Immediately report pet(s) suspected of being infected or suffering from rabies or another contagious disease to the State Food and Veterinary Service (the SFVS) or its territorial unit, or to a private veterinarian;
- 6.9. Immediately notify the authority authorised by the Ministry of Health or the SFVS if a dog, cat or other pet animal susceptible to rabies has bitten, scratched or otherwise injured people. If a pet has injured a person/people in any form on University premises, immediately inform the University's Staff Health and Safety Department by email darbusauga@lsmu.lt, phone +370 37 327 227.
- 6.10. Ensure that pets they lead, carry or otherwise use/transport in the common areas do not endanger other persons, pets, their health and life, and the property of persons and the University, and if any damage is caused, undertake to compensate for it fully;
- 6.11. In the event of defecation or other soiling by pets on University premises and in the vicinity of University premises, including common areas and facilities, immediately collect and/or clean pet excrement or other contaminants (e.g., tufts of pet fur, feathers, etc.), prevent odours and maintain general cleanliness;
- 6.12. Not keep or leave pets unattended in common areas;
- 6.13. Ensure that the pet does not disturb other people's peace, rest, work, etc.
7. Recommendations for all pet owners:
 - 7.1. The pet must be covered by pet insurance, if available, which includes civil liability insurance for the pet owner.
8. Additional requirements for pet owners before **bringing** their pets to University premises:
 - 8.1. The pet must be fully socialised and taught to obey commands (if applicable to the species of the animal). The pet must react calmly to environmental stimuli such as strangers, a knock on the door, a stranger entering the room; the pet must be taught to be alone and wait calmly for the owner (i.e. not bark, yelp, jump at the door, chew on or otherwise damage objects in the environment, or generally make noise) when the owner is gone, and react appropriately to commands;
 - 8.2. The owner must obtain written consent to bring a pet into the workplace, temporary residence in a dormitory or other temporary accommodation from the occupants of the premises and be able to provide such consents at any time.
9. Additional requirements for pet owners before **keeping (or planning to keep)** their pets on University premises:

- 9.1. Not to leave the pet alone and unattended after leaving the temporary residence in the dormitory, other temporary accommodation or workplace, if applicable to the species of animal concerned;
 - 9.2. To ensure the continual, prompt removal of the pet's excrement or other contaminants, and to change the contents of places where the excrement or other contaminants are deposited (e.g., cages, litter boxes, aquaria) to prevent odours from spreading;
 - 9.3. To obtain written consent to keep the pet from persons living in the same dormitory room or other temporary accommodation premises, or from employees who will be working (staying) in the same room as the pet;
 - 9.4. To comply with the current version of the bio-safety requirements "Standard Operating Procedures of Bio-safety and Bio-security"¹ approved by the Councils of the Faculties of Veterinary and Animal Science of the University's Veterinary Academy.
10. Pet owners have the right:
- 10.1. To bring and/or keep a pet on University premises, subject to written approvals as set out in Clauses 8.2 and 9.3 of this Procedure;
 - 10.2. To take the pet for a short walk outdoors during breaks from work, ensuring the fulfilment of requirements set out in Clause 6.11 of this Procedure.

**SECTION III.
ENSURING THAT PETS ARE BROUGHT IN, KEPT AND CARED FOR IN
APPROPRIATE CONDITIONS**

**CHAPTER I.
GENERAL REQUIREMENTS FOR BRINGING PETS**

11. Bringing a pet shall be subject to the written consent of persons on the same work premises as set out in Clause 8.2 of this Procedure. Before bringing a pet, the pet owner shall check with the persons on the same work premises whether they agree to the presence of the pet in the workplace. Persons shall not be obliged to give a reason for not consenting.
12. The number of pets allowed to be brought in per person shall be 1 (one) pet or a number of pets reasonable (justified or typical) for the species of animal.
13. The period of time for which a pet may be brought in shall be equal to the period during which the pet's owner works or stays in the dormitory or other temporary accommodation premises.

¹ Bio-safety requirements "Standard Operating Procedures of Bio-safety and Bio-security" approved by the Councils of the Faculties of Veterinary and Animal Science of the Veterinary Academy [https://ismu.lt/wp-content/uploads/2022/05/biosaugos_svp_2021.pdf], the same document in English: [https://ismu.lt/wp-content/uploads/2022/12/biosecurity_2021.pdf].

14. The pet owner must ensure that the sounds produced by the brought in pet do not violate the provisions of the Law of the Republic of Lithuania on the Management of Noise and the Lithuanian Hygiene Standard HN 33:2011 “Noise Limit Values in Residential and Public Buildings and their Environment” approved by Order No. V-604 of the Minister of Health of the Republic of Lithuania of 13 June 2011 “On the Lithuanian Hygiene Standard HN 33:2011 “Noise Limit Values in Residential and Public Buildings and their Environment””.
15. It is forbidden to leave a pet animal alone overnight on University premises, unless otherwise applicable to the species of pet according to its natural characteristics.
16. The pet owner shall be obliged to ensure the tidiness of the workplace and of the dormitory room or other temporary accommodation with regard to their pet, i.e. not to allow the pet to scatter or leave its toys anywhere, not to allow the pet to urinate/defecate in places other than the designated places, to pick up the pet’s shed fur, feathers, etc., not to leave pet food, pet food bowls, etc. in an untidy manner in unintended places, and in the event of unpleasant odours emitted by the pet, to take the necessary measures to remove them.
17. The pet owner shall, at the end of the period of work or stay in the dormitory or other temporary accommodation, shall, in addition to the pet, take the food, drinks, bowls, toys for the pet and any other items related to the pet or to the pet’s needs.
18. In the workplace, dormitory or other temporary accommodation, the pet owner shall provide the pet with a place of rest, i.e. a pet bed, permanent access to water and suitable feeding according to the pet’s usual schedule.
19. The pet owner shall ensure that toys specifically designed for the pet’s entertainment are available in the workplace, dormitory or other temporary accommodation, provided that the pet’s play does not interfere with the employees’ work.
20. When taking a pet through common areas, the pet must be led on a leash close to the pet owner, if applicable, depending on the species of the animal. Upon meeting another person, the pet should be moved to the opposite side of the passer-by. This must also be done when meeting a passer-by leading a pet along the University’s pathways. A safe distance must be maintained with all persons.
21. In adverse weather conditions, after walking their pet, the pet owner must wipe the pet’s paws and dry its wet coat when entering the University premises.

CHAPTER II. GENERAL REQUIREMENTS FOR KEEPING PETS

22. A pet may be kept in the workplace, if according to the natural species characteristics of the pet concerned it will be possible to ensure the welfare of the pet in a dormitory room and other

temporary accommodation, with the prior consent provided for in Clause 9.3 of this Procedure. Persons shall not be obliged to give a reason for not consenting.

23. The number of pets allowed to be kept per person shall be 1 (one) pet or a number of pets reasonable for the species of animal.
24. The period of time for which a pet may be kept shall be equal to the period of time specified in the accommodation contract for the pet owner's employment or residence in the specific accommodation. It shall be prohibited to leave a pet alone and unattended, except where this is not required based on the pet species, without ensuring the pet's well-being and proper keeping conditions.
25. The pet owner must ensure that the sounds produced by the kept pet do not violate the provisions of the Law of the Republic of Lithuania on the Management of Noise and the Lithuanian Hygiene Standard HN 33:2011 "Noise Limit Values in Residential and Public Buildings and their Environment" approved by Order No. V-604 of the Minister of Health of the Republic of Lithuania of 13 June 2011 "On the Lithuanian Hygiene Standard HN 33:2011 "Noise Limit Values in Residential and Public Buildings and their Environment".
26. The pet owner shall be obliged to ensure the tidiness of the workplace or residence with regard to the pet, i.e. not to allow the pet animal to scatter or leave its toys anywhere, not to allow the pet to urinate/defecate anywhere other than in the pet excrement box in the residence, to pick up the pet's shed fur, feathers, etc., not to leave pet food or pet food bowls in unintended places, etc.
27. The pet owner shall ensure that medicines, food, drinks, bowls, pet toys and other items related to the pet itself or to the satisfaction of its needs are stored in an orderly manner. Medicines, food and drinks shall be stored in closed containers and/or packaging and they shall be sealed, odour-proof, not expired and suitable for the pet. Toys and other items intended for the pet and relating to the pet itself or to the satisfaction of its needs must be kept in dedicated boxes which must be closed.
28. The pet owner shall provide the pet with a place of rest, i.e. a pet bed, permanent access to water and suitable feeding according to the pet's usual schedule.
29. The pet owner shall ensure that toys specifically designed for the pet's entertainment are available, provided that the pet's play does not disturb other persons in the same residence during the period of the owner's absence.
30. A pet that urinates/defecates outdoors must be led outdoors according to the pet's own needs. The excrement of the animal must be collected immediately by the person leading the animal.
31. The pet owner must ensure the continual, prompt and timely removal of the pet's excrement or other contaminants, the changing of the contents of the places where the excrement or other contaminants are deposited (e.g., cages, litter boxes, aquaria) to prevent odours and insects, and

keep the working or living area tidy. After the pet has urinated/defecated outside or in a box intended for excrement, the pet owner must wipe the pet's paws to ensure that University premises are clean.

32. When taking a pet through common areas, the pet must be led on a leash close to the pet owner. Upon meeting another person, the pet should be moved to the opposite side. This must also be the case when meeting a passer-by walking a dog on the University's pathways. A safe distance must be maintained with all persons.
33. In adverse weather conditions, after walking their pet, the pet owner must wipe the pet's paws and dry its wet coat when entering the University premises.
34. An additional fee (if any) for keeping a pet in the dormitory room, as determined by the Rector, shall be paid.

CHAPTER III. REGISTRATION OF PETS TO BE KEPT ON UNIVERSITY PREMISES

35. Pets to be kept on University premises shall be registered by sending an email to gyvunai@lsmu.lt with a fully completed and signed form as set out in the Annex to the Procedure.
36. The following information is required when registering pets to be kept:
 - 36.1. Full name of the pet owner;
 - 36.2. The place where the pet is to be kept, i.e. the number of the pet owner's place of work, residence;
 - 36.3. Species and breed of the pet;
 - 36.4. Number of pets;
 - 36.5. Pet passport/microchip/subcutaneous tattoo number (if applicable to the pet);
 - 36.6. Written consents to keeping the pet from persons living in the same dormitory room or other temporary accommodation, or from staff working (staying) in the same room as the kept pet.
37. The pet owner shall be responsible for the accuracy of the information provided for the registration of pets kept on the premises of the University.
38. A permit to keep pets on University premises shall be granted within 10 (ten) working days from the same email address, gyvunai@lsmu.lt. The permit to keep pets on University premises shall be valid from the date of issue until revocation. In the event of a refusal (in any form) to consent to keeping a pet by persons living in the same dormitory room or other temporary accommodation, or employees working (staying) in the same room with the pet, the permit to keep pets on University premises shall be rendered invalid automatically. In the event of a change of occupants of the same dormitory room or other temporary accommodation, or staff who will be working (staying) in the

same room as the pet, the pet owner must re-apply for a new permit to keep a pet on University premises, while the previous permit shall expire.

39. If it is found that the pet owner provided inadequate or untrue information about the pet kept on University premises without complying with other requirements of this Procedure, the pet owner must immediately stop keeping the pet on University premises.

**CHAPTER IV.
MONITORING OF THE PROVISION OF APPROPRIATE CONDITIONS FOR
PETS**

40. The implementation and enforcement of the requirements set out in this Procedure with regard to a pet brought in or kept on University premises shall be supervised and controlled by the employee's immediate supervisor (if the pet is brought in and/or kept by employees) or the building administrator (if the pet is brought in and/or kept by students).
41. The persons referred to in Clause 40 of the Procedure who exercise the function of controlling compliance with the Procedure shall have the right:
- 41.1. To enter the University premises where pets are kept in order to check whether the pet owner complies with the requirements set out in this Procedure;
 - 41.2. To enter the University premises where pets are brought in order to check whether the pet owner complies with the requirements set out in this Procedure;
 - 41.3. To require documents, information or explanations from the pet owner concerning the pet itself, the welfare of the pet itself, and the provision of necessary and appropriate conditions;
 - 41.4. To report to the Head of the Building Maintenance and Repair Department of the University's Infrastructure Management Department on cases of non-compliance by a pet owner with the requirements set out in this Procedure (in the case of keeping and/or bringing in a pet);
 - 41.5. To submit reports, statements, recommendations, proposals to the Rector of the University on cases of non-compliance with the requirements set out in this Procedure by a pet owner.
42. Mandatory preventive inspections in the event of complaints or other negative circumstances regarding pets brought or kept on University premises.

**SECTION IV.
UNIVERSITY PREMISES WHERE PETS ARE NOT ALLOWED**

43. In order to comply with strict hygiene requirements and to ensure that they are not substantially violated, the following list of University premises where the presence of pets is generally prohibited is made:
- 43.1. Laboratories;

- 43.2. Dissection hall;
- 43.3. Vivarium;
- 43.4. Museums;
- 43.5. Human Resources Department;
- 43.6. Staff Health and Safety Department;
- 43.7. The wards (including laboratory facilities) and isolation wards (excluding patients) of the Large Animal Clinic of the VA;
- 43.8. The Biological Research Centre;
- 43.9. 636, Training Room, HLab92, ELB;
- 43.10. 638, Training Room, HLab93, ELB;
- 43.11. Wildlife Care Centre (all premises except staff rooms 105-108);
- 43.12. Places marked by a sign with a white background showing a red dog crossed out with a red line;
- 43.13. Places where personal and animal health care services are provided.

SECTION V. LIABILITY

- 44. Persons who violate this Procedure shall be liable in accordance with the procedure established by the laws of the Republic of Lithuania.
- 45. The owner of a pet brought in or kept in violation of the requirements set out in this Procedure shall be prohibited from bringing or keeping the pet on University premises. The decision to prohibit the bringing or keeping of a pet shall be taken by the employee's immediate supervisor or the Head of the Building Maintenance and Repair Department of the University's Infrastructure Management Department. The decision taken shall be communicated to the pet owner against receipt or by email (vardas.pavardė@lsmu.lt). The pet owner who disagrees with the decision taken shall have the right to appeal against the decision to the Rector of the University within 10 (ten) working days from the date of sending the decision to the pet owner. The resolution shall be sent by email (vardas.pavardė@lsmu.lt).
- 46. The pet owner shall be fully responsible for the behaviour of the pet and the consequences of such behaviour, as well as for compensation for damages.
- 47. The pet owner shall be liable for any damage caused by the pet and shall be obliged to compensate in full the person who suffered the damage and/or the University.

SECTION VI.
FINAL PROVISIONS

48. This Procedure shall be approved by an order of the Rector of the University and shall enter into force on the date of its approval.
49. This Procedure may be amended, revised, supplemented, etc., as necessary by order of the Rector of the University.

Annex to
the Procedure for the Options of Bringing and/or Keeping
Pets on the Premises of Lithuanian University of Health
Sciences

(Full name, email address provided by Lithuanian University of Health Sciences)

(Dormitory number, room number / Department name, room number)

REGISTRATION FORM FOR PETS TO BE KEPT ON UNIVERSITY PREMISES

(Date)

(Location)

1.	Full name of the pet owner	
2.	The place where the pet is to be kept, i.e. the number of the pet owner's place of work, residence	
3.	Species, breed of the pet	
4.	Number of pets	
5.	Pet passport/microchip/subcutaneous tattoo number (if applicable to the pet)	
6.	Written consents to keeping the pet from persons living in the same dormitory room or other temporary accommodation, or from staff working (staying) in the same room as the kept pet	<input type="checkbox"/> All necessary consents have been obtained and are attached to this form

ATTACHMENTS:

1. Written consents to keeping the pet from persons living in the same dormitory room or other temporary accommodation, or from staff working (staying) in the same room as the kept pet, ___ page(s);

I certify that the information provided on this Registration Form for Pets to be Kept on University Premises is correct.

(full name)

(signature)