

Creating Your Participant Pledge

Many people will likely leap at the opportunity to bring a pet to work. But doing so comes with important responsibilities.

Having an employee sign a Participant Pledge before bringing a pet to work helps formalize these expectations and make sure both the employee and the company understand the rules.

A Participant Pledge:

- Formalizes the agreement the pet-owner is making to the program and its rules.
- Collects key information that you will want to have on file for any participating pet.
- Helps protect your organization by communicating in writing the expectations and liabilities of participating.

You will want to develop your Participant Pledge to include, at minimum:

- Employee name
- Employee department
- Employee contact information
- Employee workspace location (E.g. office or cubicle number)
- Pet name
- Pet type
- Pet gender
- Pet age
- Pet description (e.g. color, breed, size)
- Pet health concerns
- Confirmation of pet vaccination
- Confirmation of pet house-training
- Confirmation of insurance that covers pet bites
- Acknowledgement of responsibility for pet and any damage caused

