

THE BUSINESS VILLAGE DOG POLICY

The Business Village (BV) has a duty of care towards the health and safety of all tenant businesses and their staff. In keeping with this objective, the BV has formulated a policy balancing these concerns with the desire to promote a positive experience by allowing tenants to permit appropriate dogs in their office(s) and hybrid units.

A dog may only be allowed within the business centre site if its health and behavior are acceptable within an office setting, and it does not adversely affect the operations of other businesses on the site.

A tenant wishing to allow a dog in their office should first obtain written permission from the BV Management Team. Any decision to allow a dog on site, or to exclude a dog from the site, will be made by the BV Management.

The privilege of bringing a dog to work is subordinate to the health, safety, and comfort of persons who may encounter dogs on the BV site.

In applying for permission to bring a dog on site, a dog owner must initially supply:

- A copy of his/her Employer's Dog Policy (unless already provided for a previous application).
- An application form completed by the owner of the dog and signed off by the relevant BV tenant company if the dog owner is an employee of the tenant business.
- Supporting and current Veterinary records.
- A digital front facial photo of the dog.
- A Risk and Hazard Assessment
- Copy of owner third party liability insurance

An individual who requires the help of a service dog (defined by 28 CFR 36.104 as "any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability") will be permitted to bring a service dog on to the BV site, provided that the animal's presence does not create a danger to others and does not impose an undue hardship upon the BV.

A dog may be excluded from the site if it:

- causes any person to experience allergic reactions, fear, or any other physical or psychological discomfort; or
- distracts any other on-site business from their work.

Any individual with a grievance regarding any dog on the site should bring the matter to the attention of the BV Operations Manager via email.

In addition, the following dogs may not be brought onto the site:

- sick dogs.
- dogs with fleas or any disease that may be transmitted to other dogs on the site or to humans.
- dogs that have not been properly vaccinated, or that have internal or external parasites.
- dogs that bark or behave aggressively; or
- dogs that foul the inside or outside of the buildings.

Dogs that have not been spayed or neutered will not be permitted to come on site in season.

Dogs must be leashed at all times. Dogs must be in the continuous full control of their owners, in the owner's office, or in the space around the owner's desk at all times. Dogs are not permitted in any communal areas unless to gain access to and from the owner's unit.

Owners are expected to clean up, completely and immediately, after their dogs.

Dog waste of any kind must not be disposed of in any bins inside the buildings.

Any repair or cleaning/maintenance costs incurred by a dog will be recharged in full to the tenant business that employs the dog owner.

The BV requires the owner to hold third party liability insurance covering damage or injuries caused by the dog while in the office, and on the site. TBV may specify minimum coverage amounts under such a policy.

The BV shall not be liable for loss of, or injury to, any dog brought to the site or injury to any persons caused by any dog brought to site.