

Bibb County Rabies Impoundment Facility

Volunteer Rules and Guidelines

Purpose

The purpose of this policy is to establish standards, expectations, and procedures for individuals volunteering at the Bibb County Rabies Impoundment Facility. These rules are designed to protect public safety, ensure humane animal care, and maintain compliance with Alabama rabies and animal control laws.

1. Volunteer Eligibility and Approval

- 1.1. All volunteers must complete a Volunteer Application and receive approval prior to participating in any facility activities.
 - 1.2. Volunteers must be at least 18 years of age. Individuals under 18 may volunteer only with written parental consent and direct supervision, if permitted by the County.
 - 1.3. Bibb County reserves the right to conduct background checks where deemed appropriate.
 - 1.4. Approval as a volunteer may be denied or revoked at the discretion of the County.
-

2. Orientation and Training

- 2.1. Volunteers must complete an orientation session before beginning service.
 - 2.2. Volunteers shall follow all instructions provided by Animal Control Officers or designated County personnel.
 - 2.3. Volunteers may not perform medical procedures or administer medications unless specifically authorized and supervised by qualified personnel.
-

3. Scheduling and Facility Access

- 3.1. Volunteer shifts must be scheduled in advance.

- 3.2. Volunteers must sign in and sign out during each visit.
 - 3.3. Access is limited to approved areas only.
 - 3.4. Volunteers shall not enter quarantine areas or handle animals under rabies observation unless expressly authorized.
 - 3.5. Volunteers are allowed to groom (bathe, dry and brush) puppies and dogs.
 - 3.6. Volunteers are allowed to brush kittens and cats.
 - 3.7. Volunteers are allowed to play with, socialize, and walk animals only on County impoundment facility property.
 - 3.8. Volunteers are not allowed to speak or act on behalf of the Bibb County Commission.
 - 3.9. Volunteers are not allowed to take animals off the facility property.
 - 3.10. Volunteers are not allowed to be at the shelter when county employee is not present.
-

4. Conduct and Professionalism

- 4.1. Volunteers shall conduct themselves in a professional and respectful manner at all times.
 - 4.2. Harassment, disruptive behavior, use of profanity, or unsafe conduct will not be tolerated.
 - 4.3. Volunteers shall not publicly criticize staff, post confidential information, or misrepresent themselves as County employees.
 - 4.4. All photos or videos will be taken by BCRIF staff.
-

5. Animal Handling and Safety

- 5.1. Volunteers shall use proper safety equipment and handling procedures at all times.
- 5.2. Volunteers may only handle animals they are trained and authorized to manage.
- 5.3. Volunteers must immediately report any bites, scratches, injuries, or unusual animal behavior to staff.

6. Health and Biosecurity

- 6.1. Volunteers must wash or sanitize hands before and after handling animals.
- 6.2. Closed-toe shoes are required at all times.
- 6.3. Volunteers should not participate if they are ill or have been exposed to contagious diseases.
- 6.4. All safety and sanitation protocols must be strictly followed.

7. Confidentiality

- 7.1. Volunteers may have access to sensitive information, including bite cases, owner information, or pending legal matters.
- 7.2. All such information must remain confidential.
- 7.3. Violation of confidentiality may result in immediate dismissal.

8. Liability and Risk Acknowledgment

- 8.1. Volunteers acknowledge that working with animals carries inherent risks, including bites and scratches.
- 8.2. Volunteers must sign a liability waiver prior to service.
- 8.3. Bibb County is not responsible for personal property brought onto facility grounds.

9. Dismissal or Suspension

- 9.1. Volunteer status may be suspended or terminated at any time per the facility managers discretion.
 - 9.2. The County reserves the right to revoke access privileges immediately for safety concerns.
-

10. Compliance with Law

All volunteers must comply with applicable Alabama rabies control statutes and all County policies governing animal control operations.

Adopted by the Bibb County Commission

Effective Date: _____