

COMMONWEALTH OF VIRGINIA

Department of Agriculture and Consumer Services

Division of Animal and Food Industry Services
Office of Veterinary Services
102 Governor Street, Richmond, Virginia 23219

102 Governor Street, Richmond, Virginia 23219 Phone: 804-692-4001 Fax: 804-371-2380 animalcare@vdacs.virginia.gov

2023 Animal Control Officer Status Report Form

§ 3.2-6555 of the Code of Virginia states that every locality employing an animal control officer shall submit to the State Veterinarian information concerning the employment and training status of the animal control officers employed by the locality.

The official representative of the local governing body should complete this form for all Animal Control Officers and Deputy Animal Control Officers employed during the period of July 1, 2022 through June 30, 2023 and submit it no later than July 31, 2023.

LOCALITY	Name of Locality											l County l City l Town	
	Statutory ACC Legal Name:		First: Last:										
	Is this Statuto	ry ACO a sworn	□No	, 1							e Peace		
	law enforce	☐ Yes, Police (LEO Rank:) ☐ Yes, Sheriff (LEO Rank:))			
	Dates of Employment		Start Date:			LLO Na	End Date:				☐ Check if still		
		or this Locality	M: D: Y			M: D:			Y:				
ANIMAL CONTROL OFFICER	Physical Office Address:					M	ostal ailing dress:						
	Direct Phone						Fax:						
(ACO)	Statutory ACC	Direct Email A	ddress:										
	STATUTORY ANIMAL CONTROL OFFICER TRAINING RECORD												
(Per § 3.2-6555 of the Code of Virginia, the	ACO BASIO	Name of Training Academy:						Date of Completion: M: D: Y:					
governing body of each county or city shall, or	Course Co												
each town may,	APPROVED Additional Training in Animal Control and Protection completed during the time period of: July 1, 2022 - June 30, 2023												
employ an officer to be known as the animal control officer.	N	Date of Completion			of	Training Provider					Number of Hours		
The governing body				Completion		tion						OI HOUIS	
may also employ one or more deputy													
animal control officers to assist the													
animal control officer													
in the performance of his duties.)													
oj nis duties.)													
	Immediate Supervisor Under Which the Statutory Animal Control Officer is Employed:												
		Fi	First Last										
		Title:				Phone	:						
	Mailing					Fax:							
	Address:				Ema	ail Addı	ress:						

Duplicate this page as needed to list any Statutory Animal Control Officer that ended employment during this reporting period.

2023 Animal Control Officer Status Report Form, Continued

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DEDUTY	Deputy ACO									_			
DEPUTY	Legal Name.	Legal Name: First: Last:											
ANIMAL	Is this Deputy AC	O a sworn	☐ No ☐ Yes, Special Conservator of the Peace										
CONTROL	law enforcemen		☐ Yes, Police (LEO Rank: ☐ Yes, Sheriff (LEO Rank:)		
OFFICER	Dates of Empl		☐ Yes, Sh	T	· 1. :£)							
01110211	Dates of Emplo as an ACO for thi	•		Start Date: End Date: M: D: Y: M: D: Y:						heck if ently e	still mployed		
(Deputy ACO)	Direct Phone:	5 LOCAILY	IVI.	<u>J</u>		Fax:	D.	1.	pi sc.	CI1017 C	Прюусс		
(Per § 3.2-6555 of the	Deputy ACO Direc	ct Email Add	dress:										
Code of Virginia, the governing body of each	DEPUTY ANIMAL CONTROL OFFICER TRAINING RECORD												
county or city shall, or	ACO BASIC TRA	AINING	Name of Ti	raining /	of Comp	Completion:							
each town may, employ an officer	Course Comple	_	M: D							D: Y:			
to be known as the	APPROVED Additional Training in Animal Control and Protection												
animal control officer.	completed during the time period of: July 1, 2022 - June 30, 2023												
The governing body may also employ one or more deputy	Name (Date of Completion			Training Provider				Number of Hours			
animal control officers													
to assist the animal control officer						<u> </u>							
in the performance													
of his duties.)						†							
						†							
	Deputy ACO												
DEPUTY	Legal Name:	First: Last:											
ANIMAL	Is this Deputy AC	☐ No ☐ Yes, Special Conservator of the Peace											
CONTROL	law enforcemen			☐ Yes, Police (LEO Rank:) ☐ Yes, Sheriff (LEO Rank:)									
OFFICER	Dates of Emplo	(LEO Rank:)					
OFFICER	Dates of Emply	Jyment	- I Start Da	Start Date: End Date:					☐ Check if still				

as an ACO for this Locality M: presently employed (Deputy ACO) Direct Phone: Fax: (Per § 3.2-6555 of the Deputy ACO Direct Email Address: Code of Virginia, the **DEPUTY ANIMAL CONTROL OFFICER TRAINING RECORD** governing body of each Name of Training Academy: Date of Completion: county or city shall, or **ACO BASIC TRAINING** each town may, M: D: Y: **Course Completion:** employ an officer **APPROVED Additional Training in Animal Control and Protection** to be known as the animal control officer. completed during the time period of: July 1, 2022 - June 30, 2023 *The governing body* Date of Number Name of Course **Training Provider** may also employ Completion of Hours one or more deputy animal control officers to assist the animal control officer *in the performance* of his duties.)

Duplicate this page as needed to list all Deputy Animal Control Officers employed during this reporting period.

2023 Animal Control Officer Status Report Form, Continued

LOCAL GOVERNMENT DEPARTMENT/OFFICE ADMINISTERING THE ANIMAL CONTROL OFFICER POSITION									
☐ County Administration ☐ City Management ☐ Town Management									
	☐ Police Department ☐ Sheriff's Office								
Per § 3.2-6555 of the Code of Virginia, the governing body of each county or city shall, or each town may , employ an officer to be known as the animal control officer.									
If this locality is a COUNTY , please list the name of any TOWN within this county that independently employs a TOWN animal control officer:									
employs a Town allimateonical officer.									
LOCAL GOVERNING BODY CERTIFICATION									
Section § 3.2-6555 of the Code of Virginia states that the governing body of each county or city shall, or each town may, employ an officer to be known as the animal control officer. The governing body may also employ one or more deputy animal control officers to assist the animal control officer in the performance of his duties.									
Section §3.2-6556 of the Code of Virginia states that any animal control officer hired between July 1, 1998 and July 1, 2017 must have completed a basic training course within two years of their date of employment, and any animal control officer hired after July 1, 2017 must have completed a basic training course within one year of their date of employment or within two years if the officer is attending a law enforcement academy; After the basic training course has been completed, officers must complete a minimum of 15 hours of approved additional training in animal control and protection every three years; Training must be approved by the State Veterinarian's Office ; Basic training exemptions may be granted by the State Veterinarian based on previous training; Failure to complete all required training shall result in removal from office.									
As the official representative of this local governing body, I hereby certify that the information provided in this report accurately depicts the employment and training status of the animal control officer and any deputy animal control officers employed by this locality. I understand that the State Veterinarian reserves the right to audit documentation verifying employment and completion of required training for the animal control officers employed by this locality.									
Official Representative of the Local Governing Body									
Printed Name:									
Title:	☐ County Administrator ☐ City Manager ☐ Town Manager								
	Other:	DATE							
	SIGNATURE	DATE							
Sign Here ▶									

Completed forms may be submitted by mail, fax, or email. **KEEP A COPY OF THIS COMPLETED DOCUMENT FOR YOUR RECORDS**