

Administrative changes to AFI 23-126(IP), Military Working Dog Program

OPR: AFSFC/SFOD

References to OPNAVINST 5585.2B should be changed to OPNAVINST 5585.3A throughout the publication

25 May 2012

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE ARMY  
AND NAVY**

**AIR FORCE INSTRUCTION 23-126\_IP,  
ARMY REGULATION 700-81 OPNAVINST  
5585.2B, MCO 10570.1A**



**13 DECEMBER 2011**

***Materiel Management***

***DOD MILITARY WORKING DOG (MWD)  
PROGRAM***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive (AFPD) 23-1, *Materiel Management*, and DOD Directive 5200.31E, *DOD Military Working Dog (MWD) Program*, establishing procedures governing the logistics aspect of the DOD MWD Program. It assigns responsibilities for budgeting, funding, accounting, procuring, distributing, redistributing and reporting of dogs and procedures to follow in submitting dog requirements and requisitions. Unless otherwise noted, the guidance and procedures outlined in this instruction apply to all active Air Force, Army, Navy and Marine Corps organizations as appropriate within the United States, its territories and in foreign countries. Additionally, this Inter-Service/Multi-Service Instruction applies to each Service's Reserves, National Guard, Government owned-contractor operated facilities, direct reporting units (DRU) and field operating agencies (FOA) not located on DOD installations and any other federal agency electing to participate in the DOD MWD program. Send comments and suggested improvements on Air Force Form 847, *Recommendation for Change of Publication*, through channels, to Headquarters, United States Air Force, Deputy Chief of Staff for Logistics, Installations and Mission Support (AF/A7S), 1030 Air Force Pentagon, Room 4C166, Washington, DC 20330-1030. Any organization may supplement this instruction. Major commands (MAJCOM), FOAs and DRUs must send a draft copy of their proposed supplement to AF/A7S for coordination prior to approval; other commands send one copy of each supplement to the next higher headquarters. This publication requires the collection and maintenance of information protected by the Privacy Act (PA) of 1974. Forms affected by the PA have an appropriate PA statement. This Instruction applies to all Air Force active military personnel and civilians, contractor employees in the performance of their duties to an Air Force contract, the Air Force Reserve, Air National Guard and Civil Air Patrol when performing

functions for the Air Force, and IAW DoD 5100.3, *Support of the Headquarters of Combatant and Subordinate Joint Commands*. It also applies where the Air Force is the executive agent. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>.

**SUMMARY OF CHANGES**

Eliminates the requirement for Services to provide a funded military interdepartmental purchase request (MIPR) for requisitioned MWDs. Deletes the requirement for Services to submit annual requirements for the following fiscal year to the 341 TRS. Establishes Trained Dog Requirement conference process. Establishes requirement for Services to validate funded manpower against all new MWD requisitions. Establishes procedure for adoption of MWDs declared excess to the DOD inventory. Establishes procedures for contract working dog support. Establishes consolidated procedures for shipping with Transportation of MWD.

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## Chapter 1

### GENERAL INFORMATION ABOUT THE MWD PROGRAM

**1.1. Responsibilities and Functions.** The Department of the Air Force has DOD procurement responsibility for the part of Federal Stock Class 8820 as it pertains to MWDs. The Air Force has integrated materiel management responsibilities for all MWDs used by the DOD components. The Department of the Air Force, as Executive Agency for the DOD MWD Program, has assigned logistical management responsibilities to AETC/A4R and functional user management responsibility to HQ Air Force Security Forces Center (HQ AFSFC).

1.1.1. Equipment and supplies, e.g., collars, leashes and muzzles, are procured by the Defense Logistics Agency (DLA). Standardized dog food and dog shipping crates are procured by the General Services Administration (GSA). Dog equipment and supply items are available through supply channels within each department or agency. Each department or agency will purchase its own equipment.

1.1.2. AETC/A4R is responsible for logistics. Responsibility for MWD commodity management, procurement and logistics support is delegated to the 37th Training Wing (TRW), Lackland AFB TX. The commander, 341st Training Squadron (TRS), Lackland AFB TX, will:

1.1.2.1. Acquire, evaluate, receive and process prospective MWDs.

1.1.2.2. Account for, determine requirements, control records, budget for, price, catalog and perform other related inventory management responsibilities.

1.1.2.3. Maintain custody and care for animals under direct control of the 341 TRS.

1.1.2.4. Maintain appropriate levels of dog supplies and equipment, such as dog gear, shipping crates and food to support the kennel population, as well as perform other support requirements.

1.1.2.5. Receive, determine authorization-based equitable distribution, issue and make arrangements for shipment of dogs from the 341 TRS to using agencies by commercial and military air transportation.

1.1.2.6. Provide disposition instructions to DOD components worldwide for the return, redistribution or other disposition of excess dogs.

1.1.2.7. Maintain a central repository for all retired, adopted or deceased dog records.

1.1.2.8. Ensure, through veterinary support, newly acquired dogs meet health and physical standards and ensure proper nutritional, kenneling and sanitary needs are met.

1.1.3. The Air Force, Army, Navy and Marine Corps will:

1.1.3.1. Establish a central point of contact or clearing unit to submit MWD procurement and replacement requirements to the 341 TRS.

1.1.3.2. Monitor and approve subordinate activities' MWD requirements.

1.1.3.3. Report worldwide assets as prescribed in paragraph 2.8.

1.1.3.4. Budget and fund support equipment or supplies, as required.

1.1.3.5. Report excess or overage trained dogs as indicated in paragraph 2.9.

1.1.3.6. Provide a prioritized list of bases for MWD distribution to the 341 TRS, as required.

**1.2. Annual Trained Dog Requirements (TDR).** The Joint Services Military Working Dog Committee (JSMWDC) will determine annual MWD requirements through the Trained Dog Requirements (TDR) conference process. The JSMWDC will convene a meeting in the third quarter of each fiscal year to project the TDR for the three years following the coming FY. The TDR will be based upon inventory shortfall, projected replacements (losses) and Service-validated new requirements. Requests will be in accordance with paragraph 2.1., and submitted at this conference. Service MWD Program Managers can request an out-of-cycle authorization increase; refer to paragraph 2.1.1. Requests will be reviewed on a case by case basis; however, these will be kept to a minimum and used only to support unexpected exigent mission changes.

## Chapter 2

### INSTRUCTIONS, PROCEDURES AND RESPONSIBILITIES FOR MWD PROCUREMENT AND MANAGEMENT

**2.1. Requisitioning MWDs.** Requisitions for MWDs are independent of student training quotas. These requisitions are maintained on a backlog listing by the 341 TRS and are filled on an authorization-based, equitable distribution basis, with placement priority determined by the priority listing described in paragraph 1.1.3.6.

2.1.1. Requests for initial or increase in existing MWD authorization(s) will be forwarded to the Chairman, JSMWDC through the DOD MWD Program Manager stating where (by installation/fleet command) each new authorization will be applied. Service MWD program managers will validate the request against manpower authorizations. Funded manpower position(s) or billet(s) must be in place 90 days after the date the requisition is submitted. If the request cannot be validated or does not meet manpower criteria, new authorization increases will not be recognized and requisition(s) will not be entered. It is the responsibility of the Service MWD program manager to validate all authorization increases using these criteria. A memorandum, signed by the first O-6 or civilian equivalent in the Service MWD program manager's chain of command, stating all requirements of this paragraph have been met, must accompany each request for authorization increase.

2.1.2. In cases of requests for replacement of MWDs who have died, been adopted or whose life expectancy is less than one year, requests will include a death certificate, adoption paperwork or a letter from a veterinarian confirming the MWD is not expected to live beyond one year. The letter from the veterinarian must include the name of the MWD, tattoo and whelp date. MWDs will be used as long as they are physically and temperamentally fit. MWDs **will not** be identified as excess to requirements on the basis of age alone.

2.1.3. All requisitions for MWDs must be sent in Military Standard Requisitioning and Issue Procedures (MILSTRIP) format. Major/fleet commands must submit requisitions through respective Service MWD program managers for validation.

2.1.4. The using major/fleet command should order the type of MWD needed and authorized. Requisitions sent to the 341 TRS through the Standard Base Supply System (SBSS) will be canceled by the SBSS. Requisitions for MWDs may be mailed to the 341 TRS/TTL, 1239 Knight Street, Lackland AFB TX 78236-5631, e-mailed electronically to [MWDInventoryMgt@us.af.mil](mailto:MWDInventoryMgt@us.af.mil), or submitted in the Working Dog Management System (WDMS) using the following guidance.

2.1.4.1. Air Force units requesting MWDs will submit an AF Form 601, *Equipment Action Request*, to their supporting Equipment Accountability Element (EAE) at the Logistics Readiness Squadron (LRS). Include a requisition number on the bottom portion of the form (cc 36-49). The AF Form 601 will flow from the ELO to the Command Equipment Management Office (CEMO) for review. The CEMO will then provide the AF Form 601 to the MAJCOM/A7S for validation. If approved, MAJCOM/A7S will forward the AF Form 601 to the USAF MWD Program Manager for final approval. The USAF MWD Program Manager will forward the approved AF Form 601 to the 341

TRS/DOL Inventory Manager at the addresses identified in paragraph 2.1.4. Requisitions will be posted and tracked in the Working Dog Management System (WDMS).

2.1.4.2. Army, Navy, Marine Corps and Defense Agencies submit requisitions in MILSTRIP format, including attachments described in paragraph 2.1.2. above. The following additional information is required for MILSTRIP acceptance:

2.1.4.2.1. Name and location of the installation/fleet command.

2.1.4.2.2. Type of MWD requested.

2.1.4.2.3. Number of MWDs (same type being requested) authorized.

2.1.4.2.4. Number of MWDs (same type being requested) assigned.

2.1.4.2.5. Number of MWDs (same type being requested) on order.

2.1.4.2.6. Brief explanation of mission change or reason for MWD order and appropriate documentation (death certificate, letter from Veterinarian, adoption paperwork, Service validation letter, etc.).

2.1.4.2.7. Major Command MWD Program Manager (Army, Navy or Marine Corps) endorsement.

2.1.4.3. US Army: Submit all requisitions through HQ DA (DAPM-MPO), 400 Army Pentagon, Washington DC 20310-0400, to US Army Soldier Biological Chemical Command, IMMC, Soldier Systems Team, ATTN: AMSSC-I-SSA-L, 700 Robbins Avenue, PO Box 57997, Philadelphia PA 19111-7997.

2.1.4.4. US Navy: Submit all requisitions to Navy Expeditionary Combat Command, MWD Program Manager, Code N3-AT, 1575 Gator Boulevard, Ste 150, Norfolk VA 23521-3024.

2.1.4.5. US Marine Corps: Submit all requisitions to Commandant of the Marine Corps, Headquarters U.S. Marine Corps, (PS), (Attn: MWD Program Manager), 3000 Marine Corps Pentagon, Washington DC 20350-3000.

**2.2. Shipping/Transportation of MWDs.** MWDs are shipped according to DTR 4500.9-R, Part I; *Passenger Movement; Defense Transportation Regulation*, Part II, *Cargo Movement and AMCI Policy 24-101*, Vol. 11, *Cargo and Mail*, also applies. All MWD transportation to Lackland AFB must be coordinated with the 341 TRS Logistics Flight Freight Rate Specialist at ([MWDTransportation@us.af.mil](mailto:MWDTransportation@us.af.mil)).

2.2.1. MWDs shipped Outside the Continental United States (OCONUS) from or to Lackland AFB TX will be escorted by a qualified MWD handler. Escorts may be students who have successfully completed training. If an escort from Lackland AFB is not available, the appropriate Service MWD program manager will be notified and will be responsible for providing a qualified escort (at requesting Service's expense) within 15 days of notification that an MWD is available. When possible, military aircraft will be used to ship MWDs to or from locations outside of the lower 48 states.

2.2.1.1. Escort must make contact with carrier prior to any movement for current policy and/or restrictions for transportation of MWD.



2.2.2. MWDs shipped within CONUS may be shipped by commercial air without an escort; however, situations may dictate an escort is required at the discretion of the 341 TRS (i.e., live animal embargo due to weather, etc.). If an escort is needed, the escort must make contact with carrier prior to any movement for current policy and/or restrictions for transportation of MWD. Within CONUS, MWDs may be shipped as excess baggage, when escorted, or as commercial airfreight, when a handler is not available. Handler escorts will have sufficient funds to defray the cost of excess baggage using Controlled Spending Account. Included with all initially trained MWDs shipped against requisitions will be applicable DD Form 1834, *Military Working Dog Service Record*, and AF Form 2110A, *Health Record*.

2.2.3. MWD shipments must be closely monitored by all personnel involved to ensure compliance with rules and regulations of carriers governing classifications and tariffs. Proper humane standards must be maintained at all times.

2.2.4. All 341 TRS shipping crates, food pans and water pans must be returned to the 341 TRS within 10 workdays after receipt of the MWD. Return empty crates by means of surface transportation or military air only. The gaining organization is responsible for shipping costs. Units in Europe can return crates to Gradlyn Kennels (GK) Air Freight staging for the next 341 TRS procurement trip. However, to avoid shipping crates from other than CONUS or European locations such as Korea, the responsible person transporting the dog can bring their own crate with them to avoid having to return an empty crate.

2.2.5. Shipper will pay freight costs for MWD when shipped as freight. When MWD travels with handler, MWD will be ticketed as Excess Baggage and charged to the traveler's fund cite using Controlled Spending Accounts or Individually Billed Accounts.

**2.3. Procuring MWDs.** The 341 TRS is the only agency authorized to procure and distribute MWDs for use by DOD components or other agencies participating in the DOD MWD Program. Pre-screened dogs who meet qualification standards are obtained through procurement ([MWDPurchase@us.af.mil](mailto:MWDPurchase@us.af.mil)) or donation to the 341 TRS from United States and foreign country sources.

2.3.1. DOD components may be requested to support the 341 TRS by providing temporary kenneling facilities, veterinary and logistics support for MWD acquisition campaigns.

2.3.2. Military veterinarians are responsible for performing physical examinations on all prospective MWDs to determine if they are medically suitable for the DOD MWD Program.

2.3.3. When a dog is accepted as Government property, it will be assigned a tattoo number, which is placed on the underside of the left ear. Tattoo numbers will not be issued, changed or reassigned by any Service/Agency other than the 341 TRS.

**2.4. Contractor Provided Working Dog Support.** The use of contractor owned support working dogs or dog teams will be restricted to those situations in which the DOD MWD pipeline is unable to meet operational demands and such use is deemed essential for mission accomplishment in terms of numbers of dogs and duration of use. Such use of contractor support must be requested and coordinated in advance by the AFSFC DOD MWD Program Management Branch (SFOD) and the Veterinarian Corps, through the requester's Service MWD Program Manager.

2.4.1. Contract coordination will be conducted by a panel consisting of DOD Program Manager office, 341 TRS Operations/Logistics personnel and Holland Veterinary Hospital. This panel will review all aspects of proposed contract, and the DOD Program Manager will provide comments to the contracting agency within seven work days.

2.4.1.1. If the 341 TRS cannot meet the Service requirement and contractor support is utilized, the requester will coordinate with the regional veterinary command or similar organizational commander to determine if DOD veterinary support is authorized and available. If such support is available, ensure the contract includes provisions stipulating the contractor will fully reimburse the government for all costs associated with provision of veterinary care. If DOD veterinary support is not available, the contract will stipulate the contractor is to be solely responsible for veterinary care and availability of its dogs.

2.4.1.2. Animals provided by contractor normally are not eligible for military veterinary services. The exception to this pertains to contractor animals supporting a contingency in a theater of operations where military veterinary assets are already available.

2.4.1.2.1. Emergency veterinary procedures required to prevent undue suffering or to save the life or limb of contractor animals may be provided by military veterinarians, on a reimbursable basis, as time and resources permit, before referral of such cases to a civilian practitioner for follow-up care.

2.4.1.2.2. If applicable, and included in the provisions of the contract, non-emergency veterinary services may be provided to contractor animals in the theater of operations, on a reimbursable and space available basis, within the capabilities of the deployed veterinary unit.

2.4.1.2.3. Payment for civilian veterinary medical care (emergency and non-emergency) of contractor animals in the theater of operations remains the responsibility of the contractor.

2.4.2. Contract statement of work will require dogs or dog teams to be certified at the frequency and task performance standards as established by the using Service component directive for DOD MWDs.

2.4.2.1. Although contractor provided working dogs must meet or exceed established Service component performance standards for MWDs, they will only be classified as or referred to as MWDs when procured/owned by the DOD.

2.4.2.2. When the DOD owns the contractor trained MWDs and they are deemed excess per operational user standards, they are processed for adoption per attachments in this instruction.

**2.5. Accountability.** The 341 TRS assumes accountability for all dogs accepted as Government-owned DOD MWD Program dogs. The 341 TRS Inventory Manager maintains accountable records on all classifications of MWDs by a National Stock Number (NSN). Accountability transfers from the 341 TRS to the gaining installation/fleet command upon receipt of the MWD. Service MWD program managers may redistribute their MWDs within their installations/fleet commands with notification to the 341 TRS. Redistribution to another Service requires Service MWD program manager's approval and notification of redistribution to

the 341 TRS. Written notification to the 341 TRS Inventory Manager, 1239 Knight Street, Lackland AFB TX 78236-5151, must be made within 15 days after transfer.

2.5.1. MWDs will be distributed from the 341 TRS to the Army, Navy, Marine Corps, Air Force and Transportation Security Administration (TSA) at no cost to the gaining Service/Agency.

2.5.2. Operational costs such as food, medical, transportation and other expenses related to the kenneling and welfare of dogs are considered common Service costs. When a shipment requires an escort/handler, the receiving Service must provide funding for the MWD shipment and the escort. Travel orders must include authorization for the traveler to escort military working dogs as excess baggage. Dogs supplied to other Federal or governmental agencies will be shipped on a reimbursable basis according to agreements between supplying and receiving activities.

2.5.3. Adopted, Transferred or Deceased dogs will be removed from accountable records of the owning installation/fleet command according to appropriate materiel management directives. Within 15 days of adoption, transfer or death (includes euthanasia), the MWD's original service record, DD Form 1834 (unit must have the final disposition and date boxes annotated), must be mailed to the 341 TRS/DOL Central Repository, 1239 Knight Street, Lackland AFB TX 78236-5151 for retention. In the event of death, a copy of the Death Certificate of Military Dogs may be faxed or emailed to the 341 TRS/DOL Central Repository, 1239 Knight Street, Lackland AFB TX 78236-5151 for retention. In the case of an adoption or transfer, a copy of the "Covenant not to Sue with Indemnity Agreement" (Attachment 7, Adoptions, and Attachment 8, Law Enforcement) and a copy of the adoption application (Attachment 9) must be faxed or emailed to the 341 TRS for retention by the adoption/disposition coordinator, [MWD.Disposition@us.af.mil](mailto:MWD.Disposition@us.af.mil). (Refer to AFI 48-131, AR 40-905, SECNAVINST 6401.1B, *Veterinary Health Services*, for regulatory guidance for disposition of medical records.)

**2.6. Nomenclatures and National Stock Numbers (NSN).** Nomenclatures and NSNs for MWDs are:

- 2.6.1. Patrol Dog (PD), 8820-00-435-9005
- 2.6.2. Patrol/Drug Detector Dog (P/DDD), 8820-00-243-7542
- 2.6.3. Patrol/Explosive Detector Dog (P/EDD), 8820-00-188-3880
- 2.6.4. Drug Detector Dog (DDD)/Large, 8820-00-238-8577
- 2.6.5. Drug Detector Dog (DDD)/Small, 8820-01-271-3929
- 2.6.6. Explosive Detector Dog (EDD), 8820-00-043-3526
- 2.6.7. Untrained, 8820-00-935-6677
- 2.6.8. Mine Detector Dog (MDD), 8820-01-535-4047
- 2.6.9. Specialized Search Dog (SSD), 8820-01-526-4588
- 2.6.10. Combat Tracker Dog (CTD), 8820-01-535-4048
- 2.6.11. Improvised Explosive Device Detector Dog (IDD), 8820-01-590-5770

**2.7. Validation of 341 TRS Detector Dogs.** The 341 TRS conducts training and validation for new DOD MWD assets.

2.7.1. The following is a list of P/DDD odors trained and validated by 341 TRS

- 2.7.1.1. Cocaine (CO)
- 2.7.1.2. Methlenedioxymethamphetamine (MDMA)
- 2.7.1.3. Heroin (HE)
- 2.7.1.4. Marijuana (MJ)
- 2.7.1.5. Methamphetamine (METH)

2.7.2. The following is a list of P/EDD/SSD odors trained and validated by 341 TRS

- 2.7.2.1. Ammonia Dynamite (AD)
- 2.7.2.2. Ammonium Nitrate (AN)
- 2.7.2.3. Composition C4 (C-4)
- 2.7.2.4. Detonation Cord (DC)
- 2.7.2.5. Potassium Chlorate (PC)
- 2.7.2.6. Smokeless Powder (SP)
- 2.7.2.7. Sodium Chlorate (SC)
- 2.7.2.8. Trinitrotoluene (TNT)
- 2.7.2.9. Water-gel (WG)
- 2.7.2.10. Semtex (SSD only)

**2.8. Reporting of Worldwide Assets.** WDMS is the accepted DOD program management system for MWDs at all units. DOD components will maintain accurate data in WDMS and report worldwide assets semiannually to the AFSFC/SFOD, with an information copy to 341 TRS/DOL, as of 31 December (to arrive by the 25th day of January) and 30 June (to arrive by the 25th day of July). Reports will be reviewed and consolidated by the Service MWD program manager before being sent electronically to AFSFC/SFOD. At a minimum, reports will include entries reflecting major command/claimant, installation, fleet, type and number of MWDs authorized and assigned, deployment category for each assigned MWD, number of MWD gains and losses by type and number of serviceable kennel runs. Submit report every six months (or more often if directed) in the proper format using AF Form 324, *Military Working Dog Program Status Report* (USAF only). Service MWD program managers, other than USAF, may use any suitable format provided all required data is included.

**2.9. Redistribution and Reporting of an Overage of Trained MWDs.** Only the 341 TRS will authorize return of an MWD to the 341 TRS. Trained MWDs over and above the requirements of a unit will be reported to the appropriate MAJCOM/ACOM/Fleet Cmd. MAJCOM/ACOM/Fleet Cmd will determine if there is a need for the MWD within that command. If the MWD is an overage to the command, it will be reported to the appropriate Service MWD program manager for possible redistribution within that Service. If the Service MWD program manager determines

the MWD is an overage, a report will be sent to the 341 TRS requesting assistance in redistributing the MWD to another Service/Agency.

2.9.1. The overage report must be in letter format and contain the following information:

2.9.1.1. Reason MWD declared overage (such as unit deactivation, reduced authorization, etc.) to include a statement that no requirement exists (include endorsements declaring the MWD excess to the MAJCOM/ACOM/Fleet Cmd and Service MWD Program Manager).

2.9.1.2. Name, tattoo number and NSN.

2.9.1.3. Age and length of service.

2.9.1.4. Statement regarding MWD temperament and certification status.

2.9.2. If the MWD is approved for return to the 341 TRS, the MWD will be dropped from owning unit/activity's account upon acceptance at the 341 TRS. If instructions authorize redistribution direct to another DOD Component, accountability will be dropped by the shipping unit/activity and assumed by the gaining unit/activity on transfer of the MWD. Additionally, the transfer will be indicated in the accountability documents referred to in para 2.5.

2.9.3. When an MWD is approved for return to the 341 TRS, shipments will be made using the losing Service's fund site. When an MWD is approved for transfer (either within the Service or to another Service), shipments will be made using the gaining unit/agency's funds cite.

**2.10. MWDs that fail to Certify/Re-certify.** If the MWD is unfit or unable to continue duties in regard to training or fails re-certification, and concentrated retraining fails to correct the situation within 30 days, the circumstances surrounding the situation will be documented and will include the following documentation:

2.10.1. Apparent cause of failure.

2.10.2. A statement from the attending veterinarian to determine if the MWD's physical condition has a bearing on the failure. DD Form 1829, *Record of Military Working Dog Physical Examination*, will be used along with other supporting documents to summarize the medical condition.

2.10.3. A summary statement of retraining efforts.

2.10.4. Complete copies of all training and utilization records for the MWD's evaluation period, as well as any validation paperwork.

2.10.5. A video (DVR or DVD format) documenting the MWD training problems that have resulted in certification failures, i.e., failure to attack, release, walking an odor or failure to respond to odor. Video must include live audio and show handler actions during trials. Video should highlight the following:

2.10.5.1. Training shortfalls.

2.10.5.2. Specific abnormal behavior examples.

2.10.5.3. All phases of aggression.

2.10.5.4. Confidence course.

2.10.5.5. On and off leash obedience.

2.10.5.6. Detection skills.

2.10.6. Send this documentation package to the 341 TRS/DORQ, 1320 Truemper Street, Suite 2, Lackland AFB TX 78236-5151.

2.10.7. After review of the documentation, the 341 TRS will advise the unit to take one of three actions: Continue retraining efforts, decertify the MWD or retain at the unit.

2.10.8. If an MWD fails to pass initial patrol standards or detection validations as outlined in Service program directives within the first 120 days of the dog's assignment to the unit, the unit will submit the documentation described in paragraphs 2.10.1.-2.10.5. above to the 341 TRS for action under paragraph 2.10.7. above.

**2.11. Euthanasia.** On the authority of the Accountable Unit Commander (AUC) or designated representative, MWDs may be euthanized after consultation with the attending military veterinarian. With the exception of medical conditions that warrant emergent euthanasia, attending military veterinarians must consult with military specialists at the DOD MWD Veterinary Service (DOD MWD VS), Lackland AFB TX. When an MWD is experiencing undue suffering with a poor prognosis for return to duty, the attending veterinarian is authorized to euthanize the MWD without prior consultation with DOD MWD VS personnel. Euthanasia must be in accordance with acceptable standards as outlined in the American Veterinary Medical Association's Council on Euthanasia. Anytime an MWD is euthanized, the attending veterinarian must complete and submit DD Form 1743, *Death Certificate of Military Dog*, listing the reason for euthanasia, to the DOD MWD VS and provide a copy of this form to the unit commander to allow requisition of a replacement MWD.

2.11.1. An MWD may be euthanized under the following circumstances:

2.11.1.1. To terminate suffering caused by disease, injury or permanent physical disability.

2.11.1.2. To prevent the spread of contagious disease.

2.11.1.3. When unable to perform as the result of an incurable disease or physical disability.

2.11.1.4. When behavioral disorders are diagnosed that are not responsive to humane training therapy designed to return the MWD to normal use.

2.11.2. When other conditions exist which may warrant euthanasia, such as viciousness or behavioral instability, the unit and the attending veterinarian must consult with the DOD MWD VS before euthanasia is authorized.

**2.12. Disposition of Trained, Failure to Certify and Medically Eliminated MWDs.** Military working dogs must be deemed excess to the needs of the DOD, by the 341 TRS, before they are disposed of by any DOD component or participating federal agency through sale, adoption, transfer to Law Enforcement or euthanasia. The disposition process established by the 341 TRS is governed by the requirements of Title 10 USC Ch 153 Section 2583. Once an owning agency has determined their dog can no longer meet mission requirements, the agency may begin the disposition process. The owning agency will contact the 341 TRS Adoption/Disposition

Coordinator ([MWD.Disposition@us.af.mil](mailto:MWD.Disposition@us.af.mil)) to identify their dog as a possible candidate for elimination from the MWD program and to initiate the disposition process. No MWD procured for utilization in the DOD MWD Program will be disposed of by transfer to any agency (i.e., medical, research and development (R&D) or clinical investigation) for the purpose of invasive research or training that would potentially compromise the health of the animal.

2.12.1. To initiate disposition of an MWD, the AUC, should submit a package to the 341 TRS Adoption/Disposition coordinator. Air Force packages will be submitted through MAJCOM MWD Program Manager with an information copy provided to Service MWD Program Manager. Army packages will be submitted through ACOM/ASCC/DRU, with an information copy provided to the Service MWD Program Manager. Navy and Marine Corps packages will be submitted through the chain of command to the Service MWD Program Manager.

2.12.1.1. All disposition packages will contain the following:

2.12.1.1.1. Kennel Master (KM) recommendation usually signed by the AUC, letter must identify a medical problem or the cause of failure and a summary of retraining efforts.

2.12.1.1.2. MAJCOM recommendation for USAF units, Service MWD Program Manager Letter for Army, Navy and Marine Corps units.

2.12.1.1.3. Bite muzzle video (for dogs that have received Patrol Training).

2.12.1.1.4. Bite muzzle test assessment form (for dogs that have received Patrol Training).

2.12.1.1.5. MWD Adoption Suitability Checklist (AUC must indicate if dog was deemed suitable or not suitable for adoption).

2.12.1.1.6. Training records (only if a training issue exists and will consist of training records from start of training issue to present or if unit recommends return to 341 TRS as a training aid).

2.12.1.1.7. Veterinarian letter to AUC (must describe the dog's physical condition as it relates to performance failure and medical eligibility for adoption).

2.12.1.1.8. Consultation/Referral Form from Veterinarian.

2.12.1.1.9. DD Form 2619, *Master Problem List*.

2.12.1.1.10. DD Form 1829, *Record of Military Working Dog Physical Examination*, rendered within 30 days of the report and containing a complete synopsis of the medical history.

2.12.1.1.11. Relevant SF 600, *Chronological Record of Medical Care*.

2.12.1.1.12. Relevant SF 519-B, *Radiologic Consultation Request/Report*.

2.12.1.2. Any change to required supporting items or documents will be enumerated on the 341 TRS web site, [www.lackland.af.mil/units/341stmwd](http://www.lackland.af.mil/units/341stmwd), or published Disposition and Adoption Procedures Guidelines.

2.12.2. Following the review of the package, the 341 TRS Disposition Review Board will provide a recommendation. If the MWD is deemed excess to the needs of the DOD, this written recommendation will be forwarded to the MAJCOM/ACOM/Navy/Marine Corps Service Program Manager.

2.12.2.1. The Disposition Review Board may take the following actions:

2.12.2.1.1. MWD declared excess to the DOD.

2.12.2.1.2. Direct MWD stay on duty at present location.

2.12.2.1.3. Direct return of MWD to Lackland AFB for use in training. The unit will coordinate transportation arrangements with the 341 TRS inventory manager and freight rate specialist.

2.12.3. When an MWD is declared excess or unsuitable for DOD use by 341 TRS and deemed by the AUC as suitable for adoption, the MWD may be disposed of by:

2.12.3.1. Transfer to a Law Enforcement Agency or other Government agencies.

2.12.3.2. Adoption by a former handler or other persons capable of humanely caring for the dog.

2.12.3.2.1. The appropriate "Covenant not to Sue with Indemnity Agreement" in Attachments 7 and 8 will be completed for both an (adoption, private citizen) and a (transfer, Law Enforcement/Government agency).

2.12.3.3. All MWDs will be neutered or spayed by the Veterinary Corps Officer (VCO), prior to adoption.

2.12.3.4. Adoptions/transfers will take place at the kennels where the MWD is declared excess and the DOD will not incur transportation costs for adoptions.

2.12.4. Humane euthanasia by VCO supporting the AUC when not disposed of under above methods.

2.12.4.1. MWDs that are considered too aggressive for adoption should be considered for transfer to Law Enforcement agencies.

2.12.4.2. The bite muzzle evaluation and video must be mailed to the 341 TRS for evaluation by Behavioral Medicine if the MWD is deemed suitable for adoption by the AUC prior to the final decision to adopt. Any MWD that has received Patrol Training must receive a bite muzzle evaluation. AUCs will consider the recommendations from 341 TRS/SGV prior to adoption decisions. The only exceptions to the bite muzzle evaluation will be:

2.12.5. The MWD is a danger to itself and/or others (these records will have a Behavior Consult in them with a "DO NOT ADOPT" statement, concurring with the VCO's decision to humanely euthanize the MWD).

2.12.5.1. Completing the Video would severely compromise the MWD's welfare (severe injury/disease/pain; these records also will contain a Behavior Consult supporting this decision and providing a working prognosis if the MWD is otherwise adoptable).



**2.13. Local Training of Qualified Patrol MWDs.** With MAJCOM/ACOM/Fleet Cmd approval, field units may locally train single purpose detector dogs that have received training by the 341 TRS in explosives or drugs as patrol/detector dogs. Field units may also locally train detector only MWDs as Patrol/Detector dogs. Units will contact the 341 TRS/DORQ for training protocol prior to initiating training. Once local training is completed, the MWD must be initially certified. Initial certification requirements are stricter than each Service's installation certifications. The 341 TRS/DORQ must certify locally trained explosive detector dogs as well as patrol dogs as described above. The requesting unit pays for associated TDY expenses unless other arrangements are made with 341 TRS. The requirement for 341 TRS to certify the MWD may be waived by the Commander, 341 TRS, on a case-by-case basis. Request the waiver from the 341 TRS/DORQ. The request must include copies of training records and full justification for the waiver such as the local qualifying authority was assigned previously to the 341 TRS.

2.13.1. An E-6 or above, knowledgeable of the MWD program and a graduate of the Military Working Dog Trainer/Kennel Master Course (formally known as the Military Working Dog Trainer/Supervisor Course), may qualify locally trained drug detector dogs (DDD).

2.13.2. After qualifying a patrol dog (PD) locally as a patrol/drug detector dog (P/DDD), the unit must request the award of a new National Stock Number (NSN) via letter to the parent command. The parent command will forward the letter to 341 TRS/DORQ. Include training records and qualifying documentation.

**2.14. Inquiries Concerning Procurement.** Persons offering dogs for sale or donation to the Government should contact 341 TRS/DOLMP, 1239 Knight Street, Lackland AFB TX 78236-5151, DSN 473-5895, or toll free 1-800-531-1066 or via [MWDProcurement@us.af.mil](mailto:MWDProcurement@us.af.mil).

**2.15. Deployment Categories and Deployment Medical Procedures for MWDs.** MWDs are frequently deployed to austere environments with high operational tempos and limited veterinary care. Consequently, it is important that all VCOs and KMs continually evaluate and prepare MWDs in a consistent manner to meet medical readiness requirements. This ensures the MWD arrives fit for duty.

2.15.1. In Accordance With (IAW) AR 40-905/SECNAVINST 6401.1B/AFI 48-131 and AR 40-3, it is the joint responsibility of the VCO and the KM to meet no less than quarterly to discuss the medical condition, training proficiency and physical fitness status of each MWD. VCOs advise and support KMs and MWD unit commanders on MWD medical issues affecting readiness and fitness for duty.

2.15.2. MWDs will be assigned a deployment category as defined herein by the attending VCO in consultation with the KM. This deployment categorization serves as a valuable management tool to define current medical readiness for each MWD, and is intended for use by KMs, unit commanders and Service MWD Program Managers to apportion MWD assets based upon medical readiness and fitness for duty. Only the attending VCO assigns the deployment category. VCOs must ensure that the medical deployment categories of all MWDs are updated at least monthly, at every routine exam or sick call, or any time a medical condition develops that warrants a change in the deployment category. VCOs must also ensure this information is concurrently documented in the Health Record (HR), updated in the MWD database and provided to the KM and MWD unit commander.

2.15.3. Deployment categories for MWDs are as follows:

**2.15.3.1. CATEGORY 1, Unrestricted Deployment.**

2.15.3.1.1. Medically fit for any contingency or exercise.

2.15.3.1.2. No limiting or compromising factors (lack of stamina, etc.).

2.15.3.1.3. No existing or recurring medical problems that limit performance. Chronic or minor medical problems may exist or be under treatment but do not limit performance. Medications or special diets are not considered limiting factors unless unavailable.

**2.15.3.2. CATEGORY 2, Restricted Deployment.**

2.15.3.2.1. Medically fit for regions or missions after consideration of known medical problems and consultation with KM.

2.15.3.2.2. No significant limiting or compromising factors.

2.15.3.2.3. Medical problems may exist which slightly limit performance but are controlled.

2.15.3.2.4. Reason for restriction must be reported in the HR and to the KM, MWD unit commander and Service MWD program managers.

**2.15.3.3. CATEGORY 3, Temporarily Non-deployable.**

2.15.3.3.1. Medical condition exists that impedes daily duty performance and is under diagnosis, observation or treatment.

2.15.3.3.2. Reason for non-deployability must be reported in the HR and to the KM, MWD unit commander and Service MWD program managers.

2.15.3.3.3. An Estimated Release Date (ERD) must be reported in the HR and to the KM, MWD unit commander and Service MWD program managers. An MWD in CATEGORY 3 requires periodic follow-up exams, further consultation with Veterinary Corps Clinical Specialists and consistent reevaluation of the diagnostic and therapeutic plan for return to duty.

**2.15.3.4. CATEGORY 4, Non-deployable.**

2.15.3.4.1. Unresolved medical or physical problems exist that frequently or regularly impede daily duty performance and ERD cannot be given.

2.15.3.4.2. Medical or physical conditions warrant submission to the MWD Disposition Process with subsequent replacement within one year. CATEGORY 4 MWDs are specifically authorized for limited missions within their medical condition and training proficiency capabilities at the discretion of the KM and MWD unit commander.

2.15.3.4.3. Reason for non-deployability must be reported in the HR and to the KM, MWD unit commander and program managers.

2.15.4. Pre-deployment medical procedures are as follows:

2.15.4.1. Generally, MWDs must be in CATEGORY 1 status to be eligible for deployment OCONUS or outside their home theater of operation. For all MWD deployments, however, the final deployment authority resides with the MWD unit commander.

2.15.4.2. VCOs will refer to deployment medical intelligence assets before deployment to determine any specific medical requirements. This information must be conveyed to the KM, MWD handler and unit commander to ensure widest dissemination of this critical information.

2.15.4.3. All MWDs must have a physical examination and evaluation prior to deployment in order to confirm fitness for duty and to issue a health certificate.

2.15.4.4. A Deployment Health Record (DHR) must accompany the MWD whenever it deploys from its home station. At the time of MWD return to home station, all new forms and data must be transferred into the permanent HR.

2.15.4.5. VCOs must send an adequate supply of all chronic and prophylactic medications, such as heartworm and ectoparasite preventives, to last through the duration of anticipated deployment.

2.15.4.6. Vector-borne infections are a major concern for MWDs in most deployed areas of operation. Aggressive vector control efforts are required. All MWDs must receive a monthly oral heartworm preventive combined with an intestinal parasite preventive and monthly broad-spectrum topical non-permethrin non-organophosphate acaricide or acaricide with insect growth regulator. These items will be provided by the attending VCO.

2.15.4.6.1. Routine prophylaxis should be supplemented with amitraz collars and/or daily non-permethrin, non-organophosphate acaricide (such as fipronil spray), if necessary, when an MWD deploys to an area with high risk of tick-borne illness (e.g., Southeast Asia, Southwest Asia, the Balkans). All MWDs deployed to these areas are to be treated with low dose doxycycline (6 mg/kg/d) (preferred) or tetracycline (6.6 mg/kg/day), as an additional prophylaxis against rickettsia and babesia infection.

2.15.4.6.2. Routine prophylaxis should be supplemented with a four percent deltamethrin collar when an MWD deploys to an area with endemic or epidemic leishmaniasis and sand fly infestation (e.g., the Mediterranean basin, Southwest Asia).

2.15.4.7. The VCO will issue a health certificate not more than 10 days prior to shipment.

2.15.4.8. The attending VCO will instruct the MWD handler on general dog care and any special instructions necessary for the geographic region to include the following:

2.15.4.8.1. Feed only the standard diet to MWDs, and only the prescribed diet to other MWDs as directed by the attending VCO. Ensure proper storage of MWD diet, with particular attention to rodent control and protection from contamination.

2.15.4.8.2. Use only potable water for MWD.

- 2.15.4.8.3. Administer heartworm preventive and external parasite preventive monthly. Administer oral doxycycline or tetracycline with food and water as directed by the attending VCO. Remove medicated collars when the MWD is not under direct physical control in order to reduce risk of accidental ingestion and intoxication.
  - 2.15.4.8.4. Examine MWDs for external parasites daily and report any infestation to the KM.
  - 2.15.4.8.5. Employ heat and cold prevention measures, as appropriate, and emergency first aid treatment for heat exhaustion or hypothermia.
- 2.15.5. MWD medical procedures during deployment are as follows:
- 2.15.5.1. MWD handlers and KMs will watch individual dogs for behavior and health problems, and report problems to their supporting veterinary personnel.
  - 2.15.5.2. MWD handlers, KMs and theater Program Managers must establish reliable communications with veterinary assets in theater as soon as possible to coordinate veterinary support, medical evacuation (MEDEVAC) and emergency care policies and procedures.
  - 2.15.5.3. Because of the potential adverse effect on an MWD, use of non-approved items such as: cooling vests, pad covers, booties, ballistics vests, goggles and so forth, should be discussed with the KM and theater veterinary personnel before use.
- 2.15.6. MWD medical procedures during redeployment are as follows:
- 2.15.6.1. Because of the potential of introduction of foreign animal diseases, as well as the health of the MWD, the following actions will take place within 72 hours of arrival of an MWD returning from OCONUS missions:
    - 2.15.6.1.1. A physical examination and evaluation including submission of clinically appropriate lab tests, update of permanent HR and nutrition (diet and weight) information.
    - 2.15.6.1.2. Treat the MWD for any external parasites and internal parasites.
    - 2.15.6.1.3. The MWD will be separated from other MWDs as much as possible for 14 days. The dog may continue to work during this time provided it does not show any signs of illness.
    - 2.15.6.1.4. Collect and submit post-deployment blood samples.
    - 2.15.6.1.5. MWDs returning to the United States from any region of the world where screwworm exists (e.g., Central and South America, Cuba, Southwest Asia) should be accompanied by a certificate signed by the VCO or a full-time salaried veterinary official of the exporting region stating that the dog was inspected within five days preceding shipment to the US and was found to be either free of screwworm or was found to be infested with screwworm and was held in quarantine and treated until free prior to leaving the region of export. These dogs must be re-examined at five days and 14 days after arrival at home station.

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Deputy Commandant for Plans, Policies, and  
Operations

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFJI 48-131, *Veterinary Health Services* 14 Aug 2006

AMCI 24-101 Vol. 11, *Cargo and Mail* 1 Jun 2001

AR 40-3, *Medical, Dental and Veterinary Care* 4 Mar 2010

DTR 4500.9-R Part I, *Passenger Movement* 1 Nov 2011

DTR 4500.9-R Part II, *Cargo Movement* 1 Jan 2011

DODD 5200.31E, *Military Working Dog (MWD) Program* 10 Aug 2011

SECNAVINST 6401.1B, *Veterinary Health Services* 22 Sep 2006

***Adopted Forms***

AF Form 324, *Military Working Dog Program Status Report* 1 Apr 1992

AF Form 601, *Equipment Action Request* 1 Jun 1991

AF Form 2110A, *Health Record* 22 Mar 2006

DD Form 1743, *Death Certificate of Military Working Dog* 1 Sep 1994

DD Form 1834, *Military Working Dog Service Record* 1 Oct 1971

DD Form 1829, *Record of Military Working Dog Physical Examination* 1 Oct 1971

DD Form 2619, *Master Problem List* 13 Jun 1992

SF 519-B, *Radiological Consultation Request/Report* 1 Aug 1983

SF 600, *Chronological Record of Medical Care* 5 Jun 1997

***Abbreviations and Acronyms***

**AUC**—Accountable Unit Commander

**CEMO**—Command Equipment Management Office

**CONUS**—Continental United States

**CTD**—Combat Tracker Dog

**DDD**—Drug Detector Dog

**DHR**—Deployment Health Record

**DLA**—Defense Logistics Agency

**DOD**—Department of Defense

**EAE**—Equipment Accountability Element

**EDD**—Explosive Detector Dog

**ERD**—Estimated Release Date

**GSA**—General Services Administration  
**HR**—Health Record  
**HQ AFSFC**—Headquarters Air Force Security Forces Center  
**IAW**—In Accordance With  
**IDD**—Improvised Explosive Device Detector Dog  
**JSMWDC**—Joint Service Military Working Dog Committee  
**KM**—Kennel Master  
**LRS**—Logistics Readiness Squadron  
**MAJCOM**—Major Command  
**MDD**—Mine Detector Dog  
**MEDEVAC**—Medical Evacuation  
**MILSTRIP**—Military Standard Requisitioning and Issue Procedures  
**MWD**—Military Working Dog  
**MWDVS**—Military Working Dog Veterinary Service  
**NSN**—National Stock Number  
**OCONUS**—Outside the Continental United States  
**PD**—Patrol Dog  
**P/DDD**—Patrol Drug Detector Dog  
**P/EDD**—Patrol Explosive Detector Dog  
**R&D**—Research and Development  
**SBSS**—Standard Base Supply System  
**SSD**—Specialized Search Dog  
**TDR**—Trained Dog Requirements  
**TRS**—Training Squadron  
**TRW**—Training Wing  
**TSA**—Transportation Security Administration  
**USAF**—United States Air Force  
**VCO**—Veterinary Corps Officer  
**VS**—Veterinary Service  
**WDMS**—Working Dog Management System

*Terms*

**Disposition Review Board**— Members of the 341 TRS who review requests for disposition instructions for MWDs belonging to the DOD MWD Program.

**Medically Eliminated**— An MWD that fails to meet medical standards established by the DOD MWD Program.

**Military Working Dog (MWD)**— Any Government-owned dog procured, acquired or bred to meet working dog requirements of the military departments and DOD agencies, collectively referred to as DOD components.



**Attachment 2****SAMPLE KENNEL MASTER MEMORANDUM**

MEMORANDUM FOR (Your MWD Program Manager)

FROM: (Unit Address)

SUBJECT: Request for Disposition Instructions

1. Military Working Dog (MWD) (Name/Tattoo number) is a (age, sex, breed, training classification) dog that (synopsis of problem and what has been done to try to correct the problem).

**Example:** This MWD has been medically reclassified from CAT II to Cat IV. It can no longer effectively and consistently perform its patrol duties due to its irreversible medical condition [see enclosed veterinarian memorandums for specific medical problems and diagnosis]. Along with it not being fit to accomplish its patrol dog task, its detection abilities are diminishing as well. This MWD still has the desired behavior to perform both functions, but due to deteriorating health, its body can no longer keep up with the physical demands of our mission. It is our opinion as well as our servicing veterinary officer that continued training and utilization of this animal will only accelerate its medical condition to the point where it will be subjected to unnecessary pain and suffering.

2. This MWD's temperament is (provide a recommendation: usefulness as a training aid at the 341 TRS, suitable for adoption, euthanasia, etc.).

3. Request this MWD be declared excess to the DOD (or returned to Lackland AFB for use as a training aid). For additional information, please contact (kennel master's name, phone, email address).

(Signature Block of AUC)

3 Attachments

1. Training documentation (*If Applicable*)
2. Medical documentation
3. Bite Muzzle Video with results/comments (*If Applicable*)

1st Ind, (MAJCOM/MACOM or Service MWD Program Manager)

MEMORANDUM FOR 341 TRS/DOL

Concur/Nonconcur.

(Signature Block of MWD Program Manager)

Attachment 3

MWD ADOPTION SUITABILITY CHECKLIST

MWD NAME \_\_\_\_\_

TATTOO # \_\_\_\_\_

The accountable unit commander (AUC) and the veterinary corps officer (VCO) use this checklist to determine adoption suitability. (Strongly encourage consultation of the kennel master and trainer.)

Kennel Master		Y	N	Veterinary Corps Officer		Y	N
1. Have you observed MWD's behavior?				1. Have you conducted a physical exam of MWD?			
2. Does MWD have a history of being over-aggressive or territorial (i.e., possessive of run, vehicle, food pan)?				2. Does MWD have a severely debilitating condition or one that threatens life/limb? (VCO will attach completed DD Form 1829. <i>Severe debilitating conditions will prohibit MWD adoption.</i> )			
3. Does MWD have history of unprovoked bites?				3. Does MWD have moderate to severe pain that cannot be managed medically?			
4. Is MWD tolerant around strangers?				4. Does MWD medical record indicate a history of aggressive behavior problems (i.e., bite quarantines)?			
5. Can different handlers easily handle this MWD with voice or physical controls?				5. Has MWD demonstrated aggression against handlers?			
6. Does MWD come up the leash?				6. Has MWD shown aggression towards persons other than against a decoy or suspect (i.e., veterinarian, veterinary technician)?			
7. Does MWD display aggression when threatened?				7. Are there circumstances in which MWD responds with unexpected, inappropriate or unpredictable behavior?			
8. Will MWD be suitable going to a family with children?				8. Are there particular settings where MWD is extremely difficult or impossible to control?			
9. Does MWD aggress towards children?				9. Is MWD a danger to itself or others?			
10. Is MWD excessively aggressive against or around other animals?							
11. Is MWD a dog-fighter?							
12. Does MWD aggress or show fear of loud noises (i.e., gunfire, thunder, fireworks)?							

Kennel Master/Date \_\_\_\_\_

VCO Signature/Date \_\_\_\_\_

*After review of this checklist, this MWD is /is not a candidate for adoption.*

---

Accountable Unit Commander

---

Date

#### Attachment 4

### PROTOCOL FOR BITE MUZZLE TESTING OF PATROL-TRAINED MWDS AS POTENTIAL ADOPTION CANDIDATES

#### Purpose:

This protocol is designed to safely assess the interest of an MWD to attack on command a human training decoy both with and without a bite sleeve and/or suit. Use these procedures to assess the relative interest of the MWD in the decoy and training equipment, both when the decoy is stationary and when the decoy threatens the dog or its handler. Use this protocol as an assessment tool only and always under veterinary direction and appropriate training supervision. Do not use these procedures repeatedly for training or other purposes. The results of the test have value only when combined with other information in providing an assessment of an MWD's suitability for adoption.

#### Procedures:

Perform this protocol with the MWD on-leash and in a controlled area. Instruct all participants on procedures with *an emphasis on safety*. Before the test is accomplished, ensure the following is available:

1. Subject dog on a 360 leash
2. Person other than its usual handler (wearing civilian clothing)
3. One or two properly trained decoys wearing civilian clothing
4. One or more bite sleeves
5. Bite suit
6. Training supervisor and/or kennel master
7. Bite muzzle, appropriately sized
8. Video recorder and operator
9. Bite muzzle test evaluation sheet

Brief all participants on procedures with an emphasis on safety. Fit the MWD snugly with the bite muzzle and ensure that it cannot be pulled off the dog. The dog will wear the bite muzzle throughout the test. Terminate the test immediately if the dog removes or partially removes the muzzle, or if it appears overly tired or distressed.

#### TEST 1:

- a. Set up the first test with a single decoy without sleeve or bite suit approximately 20 feet from the dog and handler. During this test, the dog will be on a slack 360 leash for safety purposes.
- b. The decoy will approach the dog and handler. During this exchange, the handler will not provide the dog with any commands or direction. The handler may use the leash to control the dog for safety purposes.
- c. At approximately 10 feet, the decoy will simulate an argument with the handler. After approximately 1 minute of animated argument, the decoy will approach and make contact with the handler, pushing, shoving, and grabbing at the handler's sleeves and collar (but not knocking the handler down or striking the handler). The decoy will continue the simulated verbal and physical assault for approximately 1 minute. Rate the dog's response to the decoy using the scale below.
- d. The decoy will next turn attention to the dog and verbally assault and threaten (but not strike) the dog with hands, arms and feet. Rate the dog's response to the decoy using the scale below.

Take a 5 to 10 minute break, and then return to the test area.

#### **TEST 2:**

- a. A decoy wearing a bite sleeve and/or bite suit will begin the test at approximately 10 feet from the handler and the properly muzzled dog.
- b. The handler will command the dog to attack. Rate the dog's behavior for approximately 1 minute using the scale below.
- c. The handler will recover the MWD to a heel position.

Take a 5 to 10 minute break, and then return to the test area.

#### **TEST 3:**

- a. Repeat Test 2 procedures but without the bite wrap and/or suit.
- b. Leave the equipment on the ground approximately 10 feet to the side of the decoy.

#### **SCORING THE TESTS:**

Assign a score for "Attack," "Contact Length," "Contact Behaviors" and "Attempted Bite Locations" for the dog's performance for each of the three tests as well as a score for "Protective" behaviors for Test 1 only (use *Bite Muzzle Test Assessment Form Attachment 5*).

Example:

Test 1 – A: 1, C: 1, B: 0, L: 0, P: 2

Test 2 – A: 4, C: 2, B: 1, 2, 3, L: 6 (Neck)

Test 3 – A: 3, C: 3, B: 2, 3, L: 1, 2, 3

Attack:

1. Dog did not attack the decoy
2. Dog began attack, but broke off attack before contact
3. Dog hesitated during attack, but contacted decoy
4. Dog attacked immediately
5. Other (describe)

Contact Length:

1. Dog did not contact decoy
2. Dog contacted the decoy one or more times, but did not maintain attack for more than 15 seconds
3. Dog contacted the decoy one or more times, maintained the attack for more than 15 seconds, but broke off the attack before recall or the test ended
4. Dog contacted the decoy one or more times and maintained the attack until recalled or the test ended
5. Other (describe)

Contact Behaviors (indicate all that apply):

0. No contact attempts
1. Dog used muzzled snout to maintain contact
2. Dog used front legs to maintain contact
3. Dog vocalized (growl, snarl, whine) during contact
4. Other (describe)

Attempted Bite Locations (indicate all that apply):

0. No attempts
1. Arms
2. Hands

3. Legs
4. Feet
5. Trunk
6. Other (describe)

***For Test 1 only (decoy with no equipment and no attack command), rate the dog using the following list (Attachment 5, p. 25)***

Evidence of “**P**rotective” behaviors (select all that apply):

1. Dog retreated from threat (or from decoy threatening the handler), and remained at a distance during the threat
2. Dog retreated, but returned to location of threat one or more times, but did not contact the decoy
3. Dog retreated, but returned and contacted the decoy
4. Dog remained during threat but did not contact the decoy
5. Dog remained during threat and contacted the decoy
6. Other (describe)

**Outcome:** Forward the results of the test on *Bite Muzzle Test Assessment Form* and any comments to Disposition Coordinator:

341 TRS/DOLM  
1239 Knight Street  
Lackland AFB, Texas 78236-5151  
DSN: 473-3125, Commercial (210) 671-3125  
DSN FAX: 473-3402, Commercial FAX (210) 671-3402

Contact information for the 341 TRS/SGV is DSN: 473-3991, or DSN FAX: 473-2308. The results are evaluated and a report of findings and recommendations are returned to the unit and to the attending veterinarian for a final decision by the AUC.



## Attachment 5

## BITE MUZZLE TEST ASSESSMENT FORM

<b>Date</b>	
<b>Dog Name and Tattoo</b>	
<b>Handler</b>	
<b>Decoy</b>	
<b>Recorder</b>	
<b>Test 1</b>	<b>Decoy with no equipment, no attack command</b>
<b><u>A</u>ttack</b>	
<b><u>C</u>ontact Length</b>	
<b>Con<u>t</u>act <u>B</u>ehaviors</b>	
<b>Att<u>e</u>mpted B<u>i</u>te <u>L</u>ocations</b>	
<b><u>P</u>rotective Behaviors</b>	
<b>Test 2</b>	<b>Decoy with equipment, attack command</b>
<b><u>A</u>ttack</b>	
<b><u>C</u>ontact Length</b>	
<b>Con<u>t</u>act <u>B</u>ehaviors</b>	
<b>Att<u>e</u>mpted B<u>i</u>te <u>L</u>ocations</b>	
<b>Test 3</b>	<b>Decoy with no equipment, attack command</b>
<b><u>A</u>ttack</b>	
<b><u>C</u>ontact Length</b>	
<b>Con<u>t</u>act <u>B</u>ehaviors</b>	
<b>Att<u>e</u>mpted B<u>i</u>te <u>L</u>ocations</b>	

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Attachment 7

COVENANT NOT TO SUE WITH INDEMNITY AGREEMENT (ADOPTION)

I, \_\_\_\_\_ (insert name of adoptee), voluntarily accept from the US Government the delivery by means of transfer the following described military working dog, hereafter referred to as "MWD:"

MWD NAME: \_\_\_\_\_

TATOO NO.: \_\_\_\_\_

GENDER: \_\_\_\_\_

BREED: \_\_\_\_\_

WHELP DATE: \_\_\_\_\_

INSTALLATION ELIMINATED FROM: \_\_\_\_\_.

I understand and agree that this transfer of the MWD is pursuant to Title 10, United States Code, Section 2583, which applies to the transfer and adoption of military working dogs. Section 2583(e)(1) provides that "Notwithstanding any other provision of law, the United States shall not be subject to any suit, claim, demand or action, liability, judgment, cost or other fee arising out of any claim for personal injury or property damage (including death, illness, or loss of or damage to property or other economic loss) that results from, or is in any manner predicated upon, the act or omission of a former military animal transferred under this section, including any training provided to the animal while a military animal."

I acknowledge that the above mentioned MWD **HAS** or **HAS NOT** received Air Force aggressiveness (patrol) training and having such knowledge, and as a condition of being the recipient or adoptee of the MWD, I freely and voluntarily accept all risks and consequences of the future conduct and acts of the dog. In consideration of the transfer, I agree that the MWD will not be used for any illegal purpose, police or security related activity, private business activity, substance detection either public or private, nor will the MWD be given or sold to another person.

In consideration of this transfer, I, for myself, my heirs, administrators, executors, and assigns, hereby covenant and agree that I will never institute, prosecute, or in any way aid in the institution or prosecution of, any demand, claim, or suit against the US Government for any damage, loss, or injury (including death) to my person or property which may be caused directly or indirectly by the above described MWD, however and whenever the same may be caused. If I, my heirs, administrators, executors, or assigns should demand, claim, sue or aid in any way in such a demand, claim or suit, I agree, for myself, my heirs, administrators, executors, and assigns to indemnify the US Government for all damages, expenses, and costs it may incur as a result thereof.

In consideration of this transfer, I further agree to indemnify, defend, and hold harmless the US Government, to the fullest extent permitted by applicable law, from and against any and all claims, demands,

actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever which the US Government may pay, sustain, suffer or incur that are attributable directly or indirectly to future conduct and acts of the above described MWD, including, but not limited to those arising from prior training given to the MWD by the US Government and the decision of the US Government to transfer the MWD.

I also agree that the US Government, pursuant to Title 10, United States Code, Section 2583, shall not be held liable for any veterinary expense or treatment of any kind associated with the transfer of the MWD as stated herein for any condition of the MWD before transfer under this Agreement, whether or not such condition is known at time of transfer under this agreement.

The term US Government as used herein includes the Department of Defense, the United States Air Force, the installation from which the MWD was adopted, and any officer, agent, or employee of the US Government.

Invalidity or unenforceability of one or more provisions or parts of this Agreement shall not affect any other provision or part of this Agreement.

Signed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of Adopting Individual

\_\_\_\_\_  
Agent/Representative of US Government

\_\_\_\_\_  
Adopter's Name (Printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Adopter's Address

\_\_\_\_\_  
Adopter's Telephone

\_\_\_\_\_  
Date

STATE OF: \_\_\_\_\_ CITY OF: \_\_\_\_\_

Before me, \_\_\_\_\_, a Notary Public, personally appeared the above listed Adopter known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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NOTARY PUBLIC

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COMMISSION EXPIRATION

## Attachment 8

## COVENANT NOT TO SUE WITH INDEMNITY AGREEMENT (LEA)

The \_\_\_\_\_ (insert name of LEA), hereafter "LAW ENFORCEMENT AGENCY," voluntarily accepts from the US Government the delivery by means of transfer the following described military working dog, hereafter referred to as "MWD," to wit:

MWD NAME: \_\_\_\_\_

TATOO NO.: \_\_\_\_\_

GENDER: \_\_\_\_\_

BREED: \_\_\_\_\_

WHELP DATE: \_\_\_\_\_

INSTALLATION ELIMINATED FROM: \_\_\_\_\_

The LAW ENFORCEMENT AGENCY stipulates and guarantees that it is acquiring the MWD provided under this Agreement for use in law enforcement functions or activities. It is hereby agreed by both parties that the adoption of said MWD is not being accomplished with the intent that said MWD be resold by the LAW ENFORCEMENT AGENCY to a third party. If the LAW ENFORCEMENT AGENCY fails to comply with this provision and places the MWD for sale, the LAW ENFORCEMENT AGENCY shall reimburse the above identified military installation from which the MWD was supplied the full market replacement value of the MWD at a rate set by the installation. The installation reserves the right to pursue all available recourse should the LAW ENFORCEMENT AGENCY be found to have procured the MWD under false pretenses

The LAW ENFORCEMENT AGENCY understands and agrees that this transfer of the MWD is pursuant to Title 10, United States Code, Section 2583, which applies to the transfer and adoption of military working dogs. Section 2583(e)(1) provides that "Notwithstanding any other provision of law, the United States shall not be subject to any suit, claim, demand or action, liability, judgment, cost, or other fee arising out of any claim for personal injury or property damage (including death, illness, or loss of or damage to property or other economic loss) that results from, or is in any manner predicated upon, the act or omission of a former military animal transferred under this section, including any training provided to the animal while a military animal."

The LAW ENFORCEMENT AGENCY acknowledges that the above mentioned MWD **HAS** or **HAS NOT** received Air Force aggressiveness (patrol) training and having such knowledge, and as a condition of being the recipient or adoptee of the MWD, the LAW ENFORCEMENT AGENCY freely and voluntarily accepts all risks and consequences of the

future conduct and acts of the dog. The LAW ENFORCEMENT AGENCY agrees that the MWD, in consideration of the transfer, will not be used for any illegal purpose.

In consideration of this transfer, the LAW ENFORCEMENT AGENCY hereby covenants and agrees that it will never institute, prosecute, or in any way aid in the institution or prosecution of, any demand, claim, or suit against the US Government for any damage, loss, or injury (including death) to any person or property which may be caused directly or indirectly by the above described MWD, however and whenever the same may be caused. The LAW ENFORCEMENT AGENCY further agrees to indemnify, defend, and hold harmless the US Government, to the fullest extent permitted by applicable law, from and against any and all claims, demands, actions, suits, losses, costs, charges, expenses, damages and liabilities whatsoever which the US Government may pay, sustain, suffer or incur that are attributable directly or indirectly to future conduct and acts of the above described MWD, including, but not limited to those arising from prior training given to the MWD by the US Government and the decision of the US Government to transfer the MWD.

The LAW ENFORCEMENT AGENCY further agrees that the US Government, pursuant to Title 10, United States Code, Section 2583, shall not be held liable for any veterinary expense or treatment of any kind associated with the transfer of the MWD as stated herein for any condition of the MWD before transfer under this Agreement, whether or not such condition is known at time of transfer under this agreement.

The undersigned representative for the LAW ENFORCEMENT AGENCY further represents that he/she has authority to execute this agreement and bind the LAW ENFORCEMENT AGENCY to the provisions herein.

The term US Government as used herein includes the Department of Defense, the United States Air Force, the installation from which the MWD was adopted, and any officer, agent, or employee of the US Government.

Invalidity or unenforceability of one or more provisions or parts of this Agreement shall not affect any other provision or part of this Agreement.

Signed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature of LEA Representative

\_\_\_\_\_  
Agent/Representative of US Government

\_\_\_\_\_  
Name and Title of Representative (Printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
LEA Address

\_\_\_\_\_  
LEA Telephone

\_\_\_\_\_

Date



Attachment 9

MILITARY WORKING DOG ADOPTION APPLICATION

WEBSITE: http://www.lackland.af.mil/units/341stmwd/index.asp

COMMERICAL PHONE NUMBER: 210-671-3125

DSN PHONE NUMBER: 473-3125

Please save this document to your computer before completing. Please answer all questions completely. When finished, attach the saved file and email to mwd.adoptions@us.af.mil.

Date: \_\_\_\_\_

Name (Last, First MI): \_\_\_\_\_

Address: \_\_\_\_\_ Street \_\_\_\_\_ City, State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Applicant Information

Applicant's Spouse Information

Age: \_\_\_\_\_ Age: \_\_\_\_\_

Occupation: \_\_\_\_\_ Occupation: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Place of Employment: \_\_\_\_\_

Ages of Children in Household 

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Ages of Adults in Household Other than Adopter and Spouse 

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What type of dog are you interested in adopting (sex, breed mix, age and name)?

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Describe your ideal dog:

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How many other pets do you currently own or have living in your home?

Name of Pet	Type/Breed	Age	Gender	Spayed/Neutered
_____	_____	_____	Male <input type="checkbox"/> Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	_____	_____	Male <input type="checkbox"/> Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	_____	_____	Male <input type="checkbox"/> Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	_____	_____	Male <input type="checkbox"/> Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
_____	_____	_____	Male <input type="checkbox"/> Female <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

Maximum number of hours the dog will stay alone? \_\_\_\_\_

Where will the dog stay when no one is home? \_\_\_\_\_

Where will the dog stay during the day? \_\_\_\_\_ At night? \_\_\_\_\_

Where will the dog stay when the family is out of town? \_\_\_\_\_

Will the dog be left outside unattended at any time? If yes, please explain: \_\_\_\_\_

Describe the area where you live (city, suburban, rural, yard size, etc.):

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Own home   
Rent

If you rent, do you have written permission from the property owner to adopt a pet?

Yes  No



How did you hear about the Military Working Dog Adoption Program?

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**Privacy Act Statement** The following information is provided to comply with Privacy Act (PL93-579). 5 U.S.C. 301 authorizes the acceptance of this information requested on this form. The data will be used to contact applicants and to interview, screen and select them for volunteer adoption. Furnishing this data is voluntary.