Purpose

This procedure will outline the protocol for removal of an animal from EMU property.

Procedure

1. **Removal of animal(s) from inside a building**:
   1.1. The person who receives the call will need to call the appropriate zone manager immediately after obtaining the following:
   a. Type of animal, building name, specific location in the building where animal is, as well as the caller’s name and telephone number.
   1.2. The person who receives the call must follow up with the zone manager with an email with the same information.

2. **Removal of an animal from EMU property (outside of a building)**:
   2.1 The person who receives the call is to call the grounds manager (734-320-1741) and notify him/her of the problem with all pertinent information: type of animal, specific location, and the location of where the animal was last seen.
   2.2 The grounds manager will determine whether a call to Wildlife Services is warranted. No email is required.
Authorized by:

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