

## Appendix A: Dog Is My CoPilot (DIMC) Transport Protocol for Source and Destination Partners

Dog Is My CoPilot (DIMC) operates as an independent organization specializing in transport services. We are not a sheltering agency. DIMC collaborates with both source and destination agencies to facilitate animal transports (by air) but does not select the animals for transport. DIMC does not take ownership of animals; they become the property of the destination agency upon boarding the aircraft.

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### General Guidelines

- All partners must adhere to animal transport best practices to ensure the safety of animals, pilots, and ground personnel.
- Reference materials:
  - [SAWA Companion Animal Transport Best Practices](#)
  - [AVMA Transport Best Practices](#)

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### Administrative Requirements

1. **Designated Coordinators:** Each transport must have a designated coordinator at both the source and destination. Their responsibilities include:
  - Organizing timing, number, and types of animals for transport.
  - Evaluating health and behavioral considerations.
  - Maintaining communication between agencies.
  - Providing required paperwork to DIMC promptly.
2. **Inter-Agency Collaboration:** Source and destination agencies should establish a solid working relationship, ensuring philosophical alignment and clear communication. Both agencies must agree on medical and behavioral evaluation standards.
3. **Regulatory Compliance:** All participating groups must adhere to applicable local, state, and federal regulations for companion animal transport.
4. **Community Impact:** Partnerships should have a positive impact on both communities and animals in the short and long term.

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### Required Paperwork

1. Both source and destination groups must complete the DIMC Memorandum of Understanding (MOU) and have a current partnership form submitted.
2. Animal records must accompany the transport and include:
  - Health certificates signed by a licensed veterinarian (also sent to DIMC before transport).
  - Intake forms, including vaccination records (for the receiving partner); option to send electronically.
  - All medical and behavioral records (for the receiving partner); option to send electronically.

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### Medical Standards for Transported Animals

1. **Vaccinations:**
  - Rabies vaccinations administered by a licensed veterinarian for animals 12 weeks or older, unless contraindicated.
  - Follow [The Association for Animal Welfare Advancement vaccination guidelines](#).
2. **Health Evaluation:**
  - Conduct visual exams to rule out conditions such as bite wounds, open sores, kennel cough, diarrhea, or lethargy.
  - Animals recovering from surgery or medical treatment must have at least 48 hours of recovery before transport.



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- Animals with known contagious or communicable disease are not eligible for transport
  - Test all dogs greater than 6 months of age for microfilariae and heartworm antigen d. Heartworm positive dogs accepted for transport must comply with the American Heartworm Society and Association of Shelter Veterinarians' and must comply with state regulations. Current recommendations for Minimizing Heartworm Transmission in Relocated Dogs available [here](#).
3. **Sterilization:** All animals must be sterilized either before transport (preferred) or by the destination agency.
  4. **Transport Readiness:**
    - Animals under 16 weeks old must receive a small meal or snack on the day of transport.
    - Animals 16 weeks or older should not be fed after midnight before transport.
    - Young animals should be at least eight weeks old at time of transport unless they are being sent with their mother.
    - Animals should be transported in separate enclosures (except in the case of litters or kennel mates)
    - No more than 2 puppies per crate, 8 weeks of age and older, that are comparable size, may be transported in same kennel (exceptions can be discussed on a case-by-case basis).
    - No more than 4 kittens per crate, 8 weeks of age or older, that are comparable size, may be transported in same kennel (exceptions can be discussed on a case-by-case basis).

### Rescue Flight Details

1. Familiarize yourself with airport and Fixed Base Operator (FBO) details provided by DIMC.
2. Designate a contact person with a cell phone for day-of-transport updates.
3. Arrive on time as indicated on the flight itinerary.
4. Source and destination organizations should provide adequate personnel for crate loading/unloading as directed by the flight coordinator with DIMC
5. Ensure proper animal identification on crates (see crate labeling requirements below).

### Crates

1. Animals must arrive at the airport already in secure plastic vari kennels (no wire crates).
2. Crates must:
  - Have solid, leak-proof bottoms with absorbent bedding.
  - Be secured with zip ties.
  - Allow animals to stand, lie down, and turn around comfortably.
  - All crates should have a "Live Animals" sticker with arrows to indicate upright position of enclosures.
3. Frozen cups of water can be placed in the back of kennels for hydration.
4. Receiving organizations are responsible for food and water upon animal arrival.
5. Receiving organizations must bring clean, broken-down kennels for future transports. The crates the animals arrive stay with the receiving destination group
6. Source shelter coordinator should bring extra, smaller sized crates in the chance of downsizing at the airport if needed

### Crate Labeling

Crates must have labels securely attached to the front, including:

- Animal name and/or identification number.
- Destination airport code.
- Destination group name.

For multi-destination transports, [use color-coded tags as directed by DIMC](#).



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By signing below, I confirm that I have read and agree to comply with the transport protocol outlined above.

**Group Representative:**

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



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