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POLICY ON THE CARE AND USE OF ANIMALS IN RESEARCH AND TEACHING

PURPOSE

1. This policy sets out the standards, requirements and responsibilities that apply to activities involving animals for research, teaching and testing purposes at the University of Ontario Institute of Technology (UOIT).

DEFINITIONS

2. For the purposes of this Policy the following definitions apply:

“Animal Care Committee” (ACC) oversee the ethical treatment of experimental animals used in research, teaching and testing at UOIT. The ACC strives to meet or exceed the expectations of the Canadian Council on Animal Care (CCAC) and requirements of the Ontario Animals for Research Act.

“Animal Utilization Protocol (AUP)” is the application form which animal users are required to complete and submit to the ACC for review. The AUP form is intended to provide the ACC with information about activities in individual laboratories and classrooms. This information is required for the ACC to meet its legal and ethical responsibilities.

“Canadian Council on Animal Care (CCAC)” is a national peer review agency responsible for setting and maintaining standards for ethical use and care of experiment animals used in research, teaching and testing in Canada. Compliance is monitored through its assessment program.

“Ontario Animals for Research Act” all experiment animals used in research, teaching and regulatory testing in Ontario fall under the auspices of the Ontario Animals for Research Act and compliance is overseen by the Chief Veterinary Inspector of the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

“Major modification” are substantive issues which in the opinion of the committee, constitute as ethical, scientific or regulatory issues that are barriers to approval and must be satisfactorily addressed prior to issuing study approval major modifications required. To name a few, these issues can relate to technique, study design and/or animal welfare.

“Minor modification” are less substantive issues that require resolution or clarification, but are not immediate barriers to approval.

“Replacement, reduction and refinement (3R’s)” stand for replacement, reduction and refinement. The 3 R’s are accepted ethical principles for experimental animal use and care in research. Replacement refers to the method to avoid or replace the use of animals where an animal would have been used. Reduction refers to a strategy that will result in fewer animals being used for research. Refinement refers to modification of husbandry or experimental procedures to minimize pain and distress of animals used for research.

“University” means the University of Ontario Institute of Technology.

“University Member” means any individual who is:

- Employed by the University;
- Registered as a student, in accordance with the academic regulations of the University;
- Holding an appointment with the University, including paid, unpaid and/or honorific appointments; and/or
- Otherwise, subject to University policies by virtue of the requirements of a specific Policy and/or the terms of an agreement or contract.

SCOPE AND AUTHORITY

3. This Policy applies to all research, teaching or other programs or activities involving the care and use of animals or animal tissues that is:
 - 3.1. Conducted by any individual or group affiliated with the University;
 - 3.2. Undertaken under the auspices of or in affiliation with the University, or in University owned facilities, or using University equipment, or resources.
4. Individual researchers and teachers, consultant veterinarian(s), and animal care personnel are responsible for conducting research and teaching activities in compliance with this policy. Researchers and teachers are also responsible for educating students on the rationale for and application of this policy, and for ensuring that student activities carried out under their supervision are approved in compliance with this policy.
5. The Vice-President Research, Innovation & International (VPRII), working in collaboration with the senior administrative team, Deans, and the Animal Care Committee (ACC), is responsible for ensuring that the University’s responsibilities in this area are met, that appropriate animal care and use operations are in place, and that all activities are conducted appropriately and in accordance with institutional and legislated policies and regulations.
6. The Vice-President Research, Innovation & International (VPRII), or successor thereof, is the Policy Owner and is responsible for overseeing the implementation, administration and interpretation of this Policy.

POLICY

The university is committed to the ethical care and use of animals for research, teaching and testing purposes when such activity promises to contribute to the understanding of fundamental biological principles or to the development of knowledge with a reasonable

expectation of benefit for humans or animals (Canadian Council on Animal Care policy statement).

In doing so, the University will be guided by the three tenets of replacement, reduction and refinement (3R's) in animal use, in order to minimize the harm to animals. To this end, the University, through the VPRII, will coordinate efforts to ensure that appropriate animal care and use operations are in place and are in compliance with the Ontario Animals for Research Act and its associated regulations, the Canadian Council on Animal Care (CCAC) policies and guidelines, and all other applicable standards and regulations set out in Section 4.

7. UOIT Animal Care Committee

- 7.1.** The UOIT (ACC) shall oversee all research, teaching and testing conducted at the University involving the care and use of animals ensuring compliance with institutional and regulatory standards. The committee is responsible for coordinating, reviewing and approving the activities and procedures relating to the care of animals, the standards of care and facilities for animals, the training and qualifications of individuals involved in the care of animals, and the procedures for the prevention of unnecessary pain.
- 7.2.** The committee shall report to the VPRII, and be comprised of researchers and teachers experienced in animal care, as well as staff, students and community members who have not been involved in animal use for research, teaching or testing. The committee will also work in collaboration with animal users, veterinarians and animal care staff to oversee the ethical and appropriate use of animals.
- 7.3.** Decisions of the UOIT Animal Care Committee may be appealed to the VPRII in accordance with the process for appeal of a decision of the ACC (002 SOP: Process for Reconsideration or Appeal of Decisions of the ACC)

8. Activities Involving Animal Use

- 8.1.** All activities involving the use of animals for research, teaching and testing purposes shall be subject to ethical review, scientific merit, pedagogical review and approval by the University ACC. Researchers and teachers wishing to engage in activities involving animal use must receive written approval from the committee prior to the commencement of their activities. Animals shall not be used for research, teaching or testing purposes until all requirements outlined in this policy, as well as the most current federal and provincial legislation and applicable standards, guidelines, and regulations have been met.
- 8.2.** Approved activities involving animal use protocols shall be subject to ongoing monitoring by the University ACC, under the Administrative procedure 004: Post Approval Monitoring Program, to ensure that they remain appropriate and continue to meet institutional and legislated standards.
- 8.3.** Animals used for research, teaching and testing purposes shall be cared for according to current veterinary standards.

9. Training on Animal Care and Use

- 9.1.** All persons who care for and use animals for research, teaching or testing purposes must be trained under the auspices of the UOIT Animal Care Committee in the protocols appropriate to the animal species being used, and must demonstrate competence ensuring maximum benefit to the animals.

10. Non-Compliance

- 10.1.** The University ACC may stop any action or activity involving the care and use of animals that fails to comply with the approved animal use protocol, federal and provincial regulatory requirements, and/or institutional policies and procedures.

11. Crisis Management

- 11.1.** The University ACC shall develop and regularly review a comprehensive crisis management program for the animal facilities and for the animal care and use program in conjunction with the general campus emergency response plan.

MONITORING AND REVIEW

- 12.** This policy will be reviewed as necessary and at least every three (3) years (unless another timeframe is required for compliance purposes). The University ACC or successor thereof, is responsible to monitor and review this policy.

RELEVANT LEGISLATION

- 13.** All activities involving the care and use of animals shall adhere to the requirements of this policy, as well as the most current federal and provincial legislation and all applicable standards, guidelines and regulations set out by the following bodies:
- Animals for Research Act (OMAFRA, Province of Ontario)
 - Canadian Council on Animal Care (CCAC) – Good Animal Practice (GAP)
 - Occupational Health and Safety Act (R.S.O. 1990) and regulations
 - Health of Animals Act
 - Containment Standards for Facilities Handling Aquatic Animal Pathogens
 - National Aquatic Animal Health Program (co-delivered by DFO and CFIA)
 - Canadian Association for Laboratory Animal Medicine (CALAM)
 - Canadian Association for Laboratory Animal Science (CALAS)
 - Canadian Veterinary Medical Association (CVMA)
 - Tri-Agency (Memorandum of Understanding (MOU) on the Roles and Responsibilities in the Management of Federal Grants and Awards)
 - Canadian Food Inspection Agency and Fish Pathogens (CFIA)
 - Department of Fisheries and Oceans (DFO)
 - Any other regulatory body that guides in the care and use of specific animals.

RELATED POLICIES, PROCEDURES & DOCUMENTS

- 14.** Post Approval Monitoring Program and Related documents (Administrative procedure 004: UOIT Post Approval Monitoring Program)

Process for Appeal of Decisions of the ACC (Administrative procedure 002: Process for Appeal of Decisions of the ACC)

UOIT Animal Care Committee Terms of Reference

Purchasing Policy and Procedures

UOIT Emergency Preparedness Plan and Animal Care and Use Crisis Management Plan

Requirements for Working with Animals

Biosafety Manual

Radiation Safety Manual

Integrity in Research and Scholarship

Animal Use Protocol Form

Annual Renewal Request Form

Incident Report Form

Pedagogical Merit

Peer Review Form

Amendment Request Form

Competency Assessment Form: Aquatics Lab

Competency Assessment Form: Amphibian Lab