

SUBJECT: ANIMAL CARE

The University of Northern British Columbia is committed to maintaining the highest standards in animal care and animal based research. Our facilities and methods for animal care and use will be constantly upgraded. Our standards for animal care and use meet or exceed those outlined in the “Guide to the Care and Use of Experimental Animals” published by the Canadian Council on Animal Care.

All animal care and use (primarily research and teaching) must be reviewed and approved by an Animal Care Committee prior to commencement. Approval is granted only after the proposed animal care and use has been carefully examined. The committee will ensure that both the purpose and the protocol of the proposed research conform to the highest ethical standards and that the animals are humanely treated, the appropriate species of animals are being used, and minimum numbers of animals are being used. Community representatives who are not scientists are involved in the review process.

Failure to obtain protocol approval means the proposed animal use cannot proceed. Furthermore, once approval has been granted, failure to adhere to conditions of the approved protocol can result in terminating of research and loss of research rights.

All animal care and use is reviewed at least annually by the Animal Care Committee. Representatives of the Canadian Council on Animal Care also make regularly scheduled, detailed inspections which include a review of all research being carried out and a review of the methods of protocol and policy review on campus.

1. Policy

- 1.1 The care and use of animals in research and teaching is to be carried out in accordance with federal and provincial legislation and regulation. In addition, the University of Northern British Columbia adheres to the voluntary control program of the Canadian Council on Animal Care and to the ethical and professional codes, guidelines, and standard of the Council, the Canadian Association of Laboratory Animal Medicine, and the British Columbia Veterinary Medical Association. The University may also agree to abide by the requirements of other organizations, as a condition of carrying out certain research on a project-by-project basis, provided that these do not diminish the standards of care and conduct that would otherwise apply.
- 1.2 Government legislation and regulation together with the professional and ethical codes, guidelines and standards to which the University adheres ("applicable requirements") apply to the teaching and research activities of all faculty, staff, and students of the University as such. These requirements also apply to teaching and research carried out on University premises, using University facilities, equipment, or resources; the activities of formally affiliated organizations as a condition of affiliation; and to the activities of organizations or individuals, whether formally affiliated or not, while on University premises or using University facilities, equipment, or resources.
- 1.3 The University will acquire and maintain only the number and type of animals that the facilities and resources can receive and accommodate in accordance with the applicable requirements. The certification of a protocol or the authorization of a research grant or contract application is no guarantee that the University will be able to acquire, house, and care for the laboratory animals if, at the time the work proceeds, the capacity of the University's facilities is otherwise fully utilized. The research may have to be modified or rescheduled or funds allocated for the needed facilities expansion or modification.

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- 1.4 Faculty, staff, and students using animals for teaching and research purposes are expected to be thoroughly familiar with the applicable requirements.
 - 1.5 Faculty with appropriate expertise are also expected to serve, as may be reasonably required, on the University's Animal Welfare and Animal Care Committees and contribute to policy advice, facilities planning, and the review of protocols.
 - 1.6 Failure to adhere to the University's policy for the use of animals is a serious offence, subject to penalties, including, but not limited to, the withdrawal of research privileges or dismissal.

2. Implementation, Organization, and Responsibilities

2.1 Responsibility for implementing policy on the proper care and use of laboratory animals is shared by administration, including faculty and department administration, specially appointed committees, the University veterinarians, faculty, staff, and students. In particular:

2.2 Associate Vice-President (Research)

The Associate Vice-President (Research) has executive responsibility for the implementation of the University's animal care policies. The Associate Vice-President (Research) shall attempt to resolve objections from a project leader who cannot agree to alter his/her protocol so as to conform to the suggestions of the Committee; from a minority of the Animal Care Committee who wish to register a dissent from the approval of a protocol given by the Committee; concerning animal care in any on-going project. Where an objection cannot be resolved, the provision for Appeals (Animal Care Committee Terms of Reference, Section 7) shall be followed.

2.3 Faculty

Faculty are responsible for designing and carrying out their teaching and research in accordance with the applicable requirements. This includes integrating their activities with those of their colleagues and rationalizing their requirements in terms of the facilities and services. Faculty are also responsible for educating students in the rationale for, and the application of, the applicable requirements, and for ensuring that students working under their supervision respect and observe the applicable requirements. Faculty have a special responsibility to ensure work carried out under their general direction of supervision is properly reviewed and certified.

2.4 Colleges/Program Chairs

College Deans and Program Chairs have a general responsibility for the teaching and research carried out in their faculty or department, and for encouraging and ensuring compliance with applicable University policies and procedures. College Deans have the authority to terminate animal use which, in the Dean's opinion, does not comply with University policies.

2.5 University Animal Care Committee

The University Animal Care Committee is responsible for ensuring University-wide understanding of, and compliance with, the applicable requirements. The Committee is also responsible for ensuring that animals used in teaching and research are humanely cared for and used in accordance with the applicable requirements.

The committee is responsible for the ethical and scientific review and certification of teaching and research proposals. The committee is also responsible for monitoring compliance with approved proposals.

The committee will make information available subject to Provincial Freedom of Information legislation.

The committee's specific composition and detailed terms of reference (which must be in accord with the requirements of the Canadian Council on Animal Care and applicable statutes) are determined by the President on the recommendation of the Associate Vice-President (Research).

The Animal Care Committee may propose changes to its composition and terms of reference in light of

experience and workload.

3. Approval of Proposals

- 3.1 The University requires that all proposed use of animals in teaching or research be reviewed. If the proposed use and proposal are in accordance with the applicable requirements, the proposal will be certified. Uncertified acquisition or use of animals is prohibited.
- 3.2 Faculty and students proposing to use animals for research or teaching must submit to the Animal Care Committee a proposal for animal use in a form prescribed by the Animal Care Committee.
- 3.3 If, upon review, the proposal accords with the applicable requirements, the Chair of the Animal Care Committee, will sign the approval. In the absence of the Chair, a designate may sign the certification (Certification for Approval of Animal Care and Use).
- 3.4 When proposals to a potential project sponsor require evidence of approval, the original of the signed Certificate must be included with the application.
- 3.5 When the same proposal is submitted to more than one potential project sponsor, each application must include an original approved certificate. Duplicate certificates are issued at the discretion of the Animal Care Committee Chair.
- 3.6 The Certificate must identify the user, the project or purpose for which it was issued, the date of issue, and its period of validity.
- 3.7 The signature of the Faculty member or student constitutes an undertaking to adhere strictly to applicable requirements; the signature of the Chair, Animal Care Committee, indicates that the proposal is in accordance with the applicable requirements.
- 3.8 The Animal Care Committee must be given written notice of any changes in a proposal.
- 3.9 An approval may be revoked if the proposal is changed in any way contrary to the applicable requirement of the actual use of the laboratory animals, or is in any way unacceptable to the University Animal Care Committee Chair, or it fails to conform with the applicable guidelines.

4. Monitoring

- 4.1 The Animal Care Committee and officers are responsible for monitoring animal care, use, and compliance with the applicable requirements, making recommendations for improvements, and initiating action on abuse within their jurisdiction.