

# Policy

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## ANIMAL CARE AND USE

**Number:** RI 2  
**Classification:** Research and Innovation  
**Approving Authority:** Vice President,  
Research and Innovation  
**Designated Executive Officer:** Vice President,  
Research and Innovation  
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**Associated Procedures:** Procedures are outlined in the Animal Care and Use Committee Terms of Reference attached to this Policy as Appendix 1.

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## 1.0 BACKGROUND

The University of Northern British Columbia is a research-intensive institution that supports the responsible use of Animals in research for the purpose of obtaining knowledge of potential benefit to humans and Animals. The University is committed to maintaining the highest standards in Animal care and Animal-based research and teaching, meeting or exceeding those outlined by the Canadian Council on Animal Care (CCAC) and in other guidelines published or endorsed by the CCAC.

## 2.0 PURPOSE

The purpose of this policy is to govern the responsible use of Animals in research and teaching under the auspices of the University within the framework of applicable [Canadian Council on Animal Care standards](#) and legislation.

## 4.0 SCOPE

- 4.1 This policy applies to research that involves vertebrate Animals and higher invertebrates (<https://ccac.ca/en/facts-and-legislation/animals-in-canadian-science/what.html>) as well as other invertebrates when the research has the potential to impact such species. Proposals submitted to the Animal Care and Use Committee (ACUC) must outline potential impacts such as incidental capture, confinement or the possible death of these species.
- 4.2 This policy and its associated procedures found in the *Animal Care and Use Committee Terms of Reference* apply to all faculty, staff, Post-Doctoral Fellows, external researchers using UNBC's research facilities, and students conducting research or teaching at or in association with the University, that involves Animals, regardless of the source of funding supporting the activity.
- 4.3 For research involving Animals in Canada, in the wild, at UNBC facilities or in facilities other than those of UNBC, an Animal-use proposal must be filed and approved by ACUC before the project is initiated.
- 4.4 UNBC scientists conducting studies on Animals in another jurisdiction must, as a minimum, comply with the requirements for Animal care in that jurisdiction but should also endeavour, when possible, to comply with the requirements for Animal care at UNBC.

## 5.0 DEFINITIONS

- 5.1 **Animal(s)** means non-human living vertebrates and higher invertebrates as defined by Canadian Council on Animal Care (CCAC).
- 5.2 **Animal Care and Use Committee (ACUC)** the UNBC Animal ethics committee assigned by the VP Research and Innovation to review, approve and monitor Animal Use Protocols.
- 5.3 **Animal Use Protocols (AUPs)** is a document containing all details of research or teaching involving animals that must be approved by the ACUC prior to commencement of the research or teaching.
- 5.4 The **Canadian Council on Animal Care (CCAC)** is the national peer-review organization responsible for setting, maintaining, and overseeing the implementation of high standards for Animal ethics and care in science throughout Canada

## 6.0 POLICY

### 6.1 General

- 6.1.1 All research or teaching at or in association with the University involving Animals is carried out in accordance with CCAC's current requirements as a minimum standard and with the University's *Animal Care and Use Committee's Terms of Reference*.
- 6.1.2 All research or teaching involving Animals by University faculty, staff, postdoctoral fellows, and/or students requires approval from the University's ACUC before commencement. Unapproved acquisition or use of Animals is prohibited.
- 6.1.3 Faculty and staff wishing to conduct research or teaching using Animals in any manner must complete an application for an AUP for review and approval by the ACUC prior to commencement. Research trainees (postdoctoral fellows and students) and employees conducting research using Animals must be listed on an AUP held by a faculty or staff member.
- 6.1.4 The Office of Research and Innovation provides the administrative support for review of AUPs and for educating the University community about Animal care.

6.1.5 The details for the committee and mechanisms outlined in section 6.2.3 are contained in the *Animal Care and Use Committee Terms of Reference* in the attached Appendix A.

6.1.6 Failure to adhere to this Policy, the Animal Care and Use Committee Terms of Reference, or any other processes applicable to Animal research or teaching ethics results in an investigation conducted by the Office of Research and Innovation and may result in penalties including, but not limited to, the withdrawal of Animal use privileges or dismissal.

## 6.2 Roles and Responsibilities

6.2.1 The Vice-President Research and Innovation is responsible for the following:

- i. implementing and upholding the CCAC requirements on behalf of the University; and
- ii. reviewing and adjudicating appeals raised against decisions of the ACUC (appeals process described in Section 10 of the ACUC Terms of reference).

6.2.3 The Animal Care and Use Committee (ACUC) is established by the Vice-President, Research and Innovation, and has the authority and responsibility to:

- i. review and approve AUPs submitted for use of Animals in research or teaching;
- ii. ensure the maintenance of an up-to-date record of proposals and inventory of Animal use in an approved form;
- iii. monitor compliance with University policies and procedures and applicable requirements related to Animal care approval;
- iv. monitor Animal care and use, including all types of field studies, to ensure the following:
  - a. the applicable requirements are met;
  - b. care is adequate at all stages; and
  - c. proper veterinary care is provided in case of sickness and injury.
- v. make recommendations for improvements;
- vi. initiate action on abuse within their jurisdiction;
- vii. provide an appeal mechanism for decisions on reviews of Animal-use applications; and
- viii. review all Animal-related aspects of the University's emergency management program regularly and, when appropriate, modify the program in consultation with the Safety and Risk Management Department and the Vice-President, Research and Innovation.

- 6.2.3 The Vice-President of Research and Innovation and the ACUC have the responsibility that Animal Users within the University community are aware and compliant with CCAC requirements.
- 6.2.4 Faculty and staff are responsible for the following, when involved in Research or teaching activities involving Animals:
- i. designing and carrying out research and teaching that uses Animals in accordance with CCAC requirements, including integrating their activities with those of their colleagues and rationalizing their requirements in terms of the facilities and services available;
  - ii. educating research trainees (postdoctoral fellows and students) and employees on the rationale and application of relevant requirements and ensuring that trainees and employees working under their supervision respect and observe CCAC requirements; and
  - iii. ensuring work carried out under their general direction or supervision is properly reviewed and approved.
- 6.2.5 Deans and Chairs of academic units have a general responsibility for the following:
- i. research and teaching carried out in their faculty and academic units; and
  - ii. for encouraging and ensuring compliance with applicable University policies and procedures.
- 6.2.6 Deans have the authority to terminate Animal use which, in the Dean's determination, does not comply with University policies. The Dean must report any such terminations to the Vice-President, Research and Innovation.

## 7.0 AUTHORITIES AND OFFICERS

The authorities and officers for this policy are as follows:

Approving Authority: Vice-President, Research and Innovation

Designated Executive Officer: Vice-President, Research and Innovation

Procedural Authority: Vice-President, Research and Innovation

Procedural Officer: Chair, Animal Care and Use Committee

## 8.0 RELEVANT LEGISLATION

- [Provincial Guidelines, BC – Prevention of Cruelty to Animals Act](#)

## 9.0 RELATED POLICIES AND OTHER ASSOCIATED DOCUMENTS

- Appendix 1 UNBC Animal Care and Use Committee – Terms of Reference
- [Federal Guidelines – Canadian Council on Animal Care \(CCAC\)](#).