



## Animal Care and Use

**Policy Number:** 04-003

### Research/Academic Policy

**Effective Date:** 6/7/2004

**Revisions:** 1/4/2005, 10/01/2005,  
2/25/2008

### Responsible University Officer

- Vice Chancellor for Research

### Responsible University Offices

- Institutional Animal Care and Use Committee
- Veterinary Services
- Office of Research Integrity

### Related Policies

- Occupational Health and Safety Program – Animal Facilities (#04-004)
- Principal Investigator Eligibility (#05-003)

### ***Policy Statement:***

All use of animals by the University of Alaska Fairbanks (UAF), irrespective of purpose or funding source, is subject to the UAF animal care and use program and must be reviewed and approved by the UAF Institutional Animal Care and Use Committee (IACUC) prior to acquiring animals or initiating the project. University activities involving animals must be conducted in accordance with university policies and procedures as well as all state and federal laws, regulations and policies applicable to the care and use of animals. Activities involving animals must be planned using research principles and guidelines promulgated by professional scientific organizations or societies appropriate to the discipline and species involved.

The Vice Chancellor for Research is the designated Institutional Official charged with oversight of all aspects of the UAF animal care and use program.

This policy assigns responsibilities to university members, officials, and offices regarding oversight of activities (research, consulting, advising, provision of service, etc.) involving live animals.

## **Background:**

UAF acknowledges that the use of animals in research, teaching and testing is essential for the advancement of human and animal health, the advancement of knowledge, and the good of society. UAF fosters a supportive environment for high quality research, education, and service while ensuring that all use of animals is justified and conducted in a respectful, humane fashion by knowledgeable people using the most appropriate methods available. The proper use of animals requires the avoidance or minimization of discomfort, distress and pain consistent with sound research design.

Applicable laws, regulations, policies and guidelines include, but are not limited to, the U.S. Government Principles for the Utilization and Care of Vertebrate Animals Used in Testing, Research, and Training; the Animal Welfare Act; federal regulations implementing the Animal Welfare Act; the Health Research Extension Act of 1985; the Public Health Services Policy on the Humane Care and Use of Laboratory Animals; the provisions set forth in the most recent edition of the Guide for the Care and Use of Laboratory Animals; the Guide for the Care and Use of Agricultural Animals; Guidelines for the Use of Fishes in Research; Guidelines to the Use of Wild Birds in Research; Guidelines of the American Society of Mammalogists for the Use of Wild Mammals in Research; and the Guidelines for Use of Live Amphibians and Reptiles for Field and Laboratory Research.

## **Definitions:**

- **Animal** – For the purpose of this policy, animal refers to any live vertebrate (fish, birds, amphibians, reptiles, or mammals). *Note:* In accordance with the federal Animal Welfare Act and Regulations the definition of animal in this university policy is also applicable to dead dogs irrespective of their source.
- **Attending Veterinarian** – The attending veterinarian has oversight authority for all animal related activities undertaken by the University of Alaska Fairbanks and ensures the provision of adequate veterinary care as described in federal regulations and policy as well as the American College of Laboratory Animal Medicine. The attending veterinarian heads the Veterinary Services Department.
- **Institutional Animal Care and Use Committee** – The Institutional Animal Care and Use Committee (IACUC) is the committee established by the UAF Institutional Official to ensure proper implementation of the UAF animal care program. Appointments to this committee are made by the Institutional Official.
- **Office of Research Integrity (ORI)** is the office responsible for ensuring compliance of University of Alaska Fairbanks personnel with internal policies and with local, state and federal regulations governing the conduct of all research. The ORI provides administrative support to the IACUC and performs post-approval monitoring of active assurances.
- **UAF Occupational Health and Safety Program for Animal Facilities** is administered by the UAF Office of Research Integrity in conjunction with the UAF Department of Environmental Health, Safety & Risk Management. All individuals working within UAF animal facilities who are involved in the direct care of vertebrate animals and their living quarters, and those individuals who have direct contact with animals (live or dead), their viable tissues, body fluids or wastes must participate in the program.



## ***Responsibilities:***

### **Obligations of the Administration and University Members**

It is the responsibility of the Institutional Official, Office of Research Integrity (ORI), the Institutional Animal Care and Use Committee (IACUC), Veterinary Services, and all units managing or conducting activities involving animals to support and protect the officially sanctioned use of animals in research, teaching, and service.

University faculty, staff, students involved in the care and use of animals shall:

1. follow all applicable laws, regulations, policies, procedures, and guidelines governing the care and use of animals in research, teaching, and testing;
2. be appropriately qualified or supervised for conducting procedures on animals;
3. receive and participate in adequate training and continuing education concerning the proper and humane care and use of animals;
4. when working in a UAF animal facility participate in the Occupational Health and Safety Program for Animal Facilities;
5. abide by and carry out the decisions of the IACUC; and
6. report all concerns regarding the proper and humane care and use of animals to the IACUC, the Attending Veterinarian, or the ORI.

### **Principal Investigators**

Only individuals meeting the requirements of UAF Policy #05-003 *Principal Investigator Eligibility* may be responsible for university research, teaching and testing activities involving animals.

Principal investigators shall:

1. submit for IACUC review and approval a completed Assurance of Animal Care and Use (Assurance) for all activities involving animals;
2. receive written approval of your Assurance from the IACUC prior to acquiring or working with animals;
3. obtain and maintain all required permits and permissions for the work (*Note: The IACUC does not require that permits or permissions have been received in order to grant approval, but activities may not start until all required permits and permissions have been obtained. Similarly, failure to maintain required permits will result in suspension of animal activities until the permit has been reinstated or new permits are issued*);
4. keep Assurances up-to-date by submitting Modification Requests and Continuing Reviews in a timely manner (*Note: IACUC approval is specific to what is in the assurance. Changes or additions to the approved assurance must be reviewed and approved by the IACUC prior to implementation.*); and
5. mentor all project personnel in the humane care and use of animals, at minimum this means ensuring that all personnel have completed required training before accessing UAF animal facilities or working with live animals.



## **Institutional Official**

The Institutional Official shall:

1. ensure compliance with all applicable laws and policies by maintaining both a specific program to provide adequate veterinary care and support for animals used in university activities and an IACUC with appropriate administrative support;
2. establish and maintain;
3. appoint IACUC members and designate the committee Chair, in consultation with current members of the IACUC and the ORI;
4. implement this policy with the assistance of the ORI, the IACUC, and Veterinary Services.
5. maintain all necessary assurances and registrations with government agencies;
6. determine corrective or remedial actions necessary to ensure continued compliance with this policy; and
7. report any noncompliance with laws and policies as well as any corrective or remedial action taken to the appropriate federal governmental and university officials.

## **Institutional Animal Care and Use Committee**

The IACUC shall consist of at least five members with diverse backgrounds and expertise, at least one of whom comes from the community external to the university.

The IACUC shall:

1. establish procedures, in consultation with the Institutional Official, ORI, and Attending Veterinarian, to implement and maintain this policy;
2. review and approve, require modifications in, or withhold approval of all university activities involving animals prior to the start of the activity;
3. conduct continuing reviews of previously approved ongoing activities at least annually;
4. conduct biannual inspections of all facilities used for the care and use of animals;
5. conduct biannual reviews to evaluate the University's animal care and use program;
6. whenever necessary, obtain records and other relevant information related to the use of animals;
7. take any actions, including suspending an activity, that are in its judgment necessary to ensure compliance with applicable federal, state, or university polices, procedures, laws and regulations;
8. review allegations of noncompliance;
9. report any noncompliance with federal, state, or university laws, policies, or procedures to the institutional official; and
10. recommend to the IO corrective or remedial actions to respond to instances of noncompliance.

## **Veterinary Services**

Veterinary Services shall:

1. ensure the provision of adequate veterinary care as described in federal regulations and policy as well as the American College of Laboratory Animal Medicine
2. establish and maintain a program for animal disease detection and surveillance, prevention, diagnosis, treatment and resolution;
3. monitor for zoonotic disease;
4. provide advice and instruction to university members regarding animal care and use;
5. assist the ORI in the development of training programs in animal care and use; and

6. assist the ORI in monitoring compliance with IACUC requirements, as well as State and Federal laws and regulations related to animal care and use.

### **Office of Research Integrity**

The Office of Research Integrity shall:

1. serve as the primary resource for information about the UAF IACUC, Assurance application process, government regulations related to the use of animals, and the UAF Occupational Health and Safety Program for Animal Facilities;
2. provide administrative support to the IO and IACUC;
3. work with the IACUC to develop the administrative procedures necessary to implement this policy;
4. develop and administer training for university members in the care and use of laboratory animals;
5. provide oversight of research, teaching and testing activities conducted by university members;
6. advise on and monitor biohazard control policies and procedures as they apply to all use of animals;
7. conduct post approval monitoring of active IACUC Assurances; and
8. review all allegations of non-compliance and report them to the IACUC and IO as appropriate.

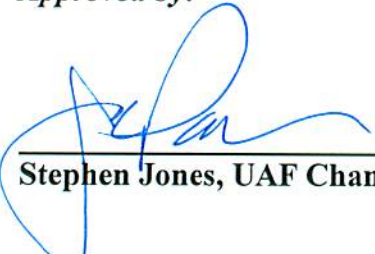
### ***Non-Compliance:***

Failure to comply with this policy or associated procedures may be grounds for disciplinary action by the university and, if applicable, suspension or termination of research or other activities, referral for misconduct proceedings, and reporting to state and federal agencies. The Office of Research Integrity will notify the Institutional Official and the supervisor of involved individuals of any non-compliant activities. Any disciplinary action taken by the university will follow the employment rules governing the individual's employment category.

### ***Exclusions:***

Exclusions to this policy may only be granted by the IACUC. The IACUC has specifically excluded the collection of samples from animals legally killed in an abattoir, a hunt, or wildlife harvest (commercial or subsistence) from the requirements of this policy only when research, teaching, or diagnostics is not the primary purpose for killing the animals.

*Approved by:*

*for.*   
\_\_\_\_\_  
Stephen Jones, UAF Chancellor

2/26/08  
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Date






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**Office of the Chancellor**

320 Signers' Hall, P.O. Box 757500, Fairbanks, Alaska 99775-7500

MEMORANDUM

DATE: February 21, 2008  
TO: To Whom It May Concern  
FROM: Steve Jones, Chancellor   
RE: Signature Authority for February 24 through March 5, 2008

I will be out of the office February 24, 2008, through March 5, 2008. While I am away, I authorize UAF Vice Chancellor for University Advancement Jake Poole to approve and sign documents for me related to university business.

SBJ

cc: Jake Poole, Vice Chancellor for University Advancement

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