



Animal Care Committee Guideline

Number: 15

Effective date: January 18, 2008

Date Revised: March 2009

Protocol Review and the Animal Care Committee Subcommittees

Guideline

Animal Utilization Review Subcommittee (AUPRS)

Membership of the AUPRS consists of a technician, veterinarian, chair/scientist, non-user and a community member. Before an AUPRS meeting can commence, quorum must be met which should include a veterinarian, a community member and a scientist among those members present, as per the CCAC Guidelines. The meeting could go ahead without one of the above as long as that individual provided comments for review at the meeting. The AUPRS reviews new B and C protocols in face-to-face meetings. The veterinarian who did the initial review will present the protocols to the committee chaired by the Director of Animal Care Services, or his/her designate.

Renewal/Amendment Review Subcommittee (RARS)

Membership of the RARS consists of a veterinarian, a scientist and a community member. Renewals, Renewal/Amendments (R/As) and Major Amendments must be reviewed by the RARS. The RARS reviews can be done electronically. The work load will be shared with the ACC Chair or scientists on the ACC as needed. The community members will organize to ensure one of them is present at each meeting and they will inform the AUP Coordinator of their arrangements for AUP review.

Minor Amendments

Minor Amendments can be reviewed, approved and signed solely by the Director of Animal Care Services, or his/her designate.

Guideline approved by the University of Guelph Animal Care Committee on: March 2009