



Animal Care Committee Guideline

Number: 4

Effective date: October 2001

Date Revised: October 2008

Summary of Responsibilities of Principal Investigators and Instructors

Guideline

Prior to planning the use of animals in research or instruction, it is important that Principal Investigators and Instructors familiarize themselves with the Guidelines of the Canadian Council on Animal Care, The Animals for Research Act of Ontario and the University of Guelph's Animal Care Policy. It is expected that Principal Investigators and Instructors adhere to these guidelines and regulations and to an Institutional ethic that animals used for research and education are always treated in the most humane and respectful ways possible.

For Principal Investigators and Instructors to be in compliance with the University of Guelph Animal Care Policy, they must ensure:

1. that appropriate consideration has been given to reducing animal numbers, and to investigating and implementing alternatives (3 Rs – replacement, reduction and refinement) to animal use;
2. that an approved Animal Utilization Protocol (AUP) is in place prior to the acquisition of any animals for the project, and that all animals are acquired in accordance with the current Animal Care Policy, and all other applicable policies or guidelines, e.g. Material Transfer Agreement and Import / Export permits.
3. compliance with approved AUPs and Standard Operating Procedures (SOPs);
4. that all personnel working with live animals have appropriate training in the animal handling techniques and skills required for the procedures in the AUP, e.g. Core Modules and Species Specific Workshops offered by Animal Care Services; training by a qualified facilitator/PI in protocol specific techniques.
5. that appropriate standard(s) of care and well being are being provided for all animals involved in his/her project. This includes provision for daily animal care and observation 7 days per week to comply with the Ontario Animals for Research Act and CCAC Guidelines;

6. that records of animals involved in each AUP, including Assessment Sheets, are maintained and provided on request to the ACC and external inspectors;
7. that an approved amendment to the AUP is in place prior to implementing changes in its provisions, e.g. altered anaesthetic regimen.
8. timely submission of annual renewal requests for approved AUPs;
9. that the ACC is called when necessary for support and assistance with any animal care and well being concerns; and
10. that significant unanticipated animal care and use problems, concerns or complications are promptly reported to the ACC or, if applicable, the regional campus Animal Care Subcommittee. An Animal Incident Report may be used for this purpose. (www.uoguelph.ca/research/acs/acs/forms/index.shtml)

Guideline approved by the University of Guelph Animal Care Committee on: October 2008