



Animal Care Committee Guideline

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Modifications to an Animal Utilization Protocol

Guideline

The Canadian Council on Animal Care (CCAC), the Ontario Animals for Research Act and the University of Guelph Animal Care Policy require that every project involving animals must have a duly approved Animal Utilization Protocol (AUP). During the course of a project, the results of early work may require a change in the specifics of the original AUP. This includes changes in personnel, numbers or species of animals or the procedures being performed on the animals. The University Animal Care Committee (ACC), CCAC and the Ontario Animals for Research Act Inspector must be able to easily determine from the available documentation what procedures have been approved for any project. Consequently, all changes to an AUP must be documented and approved before they are implemented. In some cases, these changes may be addressed with an amendment to the AUP, whereas more substantive changes will require a new AUP to be developed. The following guideline is intended to assist in determining which document is required; however, each case must be judged on its specific circumstances and there will be exceptions to the guideline. The final decision as to whether an amendment or a new AUP is required will be made by the ACC. It is recommended that where there is uncertainty, the Director, Animal Care should be contacted in advance for advice.

Changes that require an Amendment to the Animal Utilization Protocol

Such changes include but are not limited to:

- Changes in personnel
- Changes in the number of animals to be utilized within approved procedures of the original AUP
- Changes in the source of animals
- Change to another closely related species e.g. from mouse to rat
- Change in the disposition of the animals
- Changes in the source of funding

Changes that require a new Animal Utilization Protocol

Such substantive changes include, but are not limited to:

- Change to a new species that is not closely related to the original species e.g. mouse to dog.
- Substantive changes in experimental procedures, including the addition of invasive procedures and large increase in animal numbers.

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