



## Procedures

Policy Name	<b>Use of Animals in Teaching and Research</b>		
Policy #	<b>1105</b>	Category	<b>Research and Scholarly Activity</b>
Policy Sponsor	<b>Associate Vice-President, Applied Research and Innovation</b>	Previous Revision Date	<b>Not Applicable</b>
Policy Approved by	<b>President &amp; CEO</b>	Revision Date	<b>January 5, 2018</b>
Procedures Approved by	<b>President &amp; CEO</b>	Review Date	<b>See Policy Review Date or As Required</b>

See the related [POLICY](#).

### PROCEDURES

Saskatchewan Polytechnic shall follow the Animal Ethics and Care Program Terms of Reference below as procedures for policy # 1105 Use of Animals in Teaching and Research.

#### **Saskatchewan Polytechnic Terms of Reference for the Animal Ethics and Care Program Revised: September 20, 2017; Original Issue: Date July 29, 2016**

##### **Introduction**

Saskatchewan Polytechnic considers use of animals in research and teaching a privilege and essential to the mandate and applied learning environment of the institution. Saskatchewan Polytechnic understands that the privilege to use animals is one that comes with important ethical responsibilities that ensure that all animal use is responsible, humane, and in accordance to the accepted Canadian standards for experimental animal care and use.

In Canada these standards are set by the Canadian Council on Animal Care (CCAC) through its guidelines and policies, and compliance is monitored through its assessment program. The CCAC program is based on scientific peer review, policy making, and responsibility at the institutional level. To remain in compliance all Canadian institutions using animals for research, teaching, production and testing must establish an animal care committee and have in place an experimental animal ethics and care program that meets, or exceeds, the CCAC standards.

##### **Purpose**

The Saskatchewan Polytechnic Animal Ethics and Care Program has a signed agreement with the University of Saskatchewan who provides direct oversight via the University Animal Care Committee (UACC) to ensure implementation of an effective institution-wide program for animal ethics and care that meets or exceeds Canadian standards. This program includes all animals used in research and teaching at Saskatchewan Polytechnic.

The purpose of Saskatchewan Polytechnic's Animal Ethics and Care Program is:

- a) to ensure humane and ethical treatment of all animals used and maintained by the institution through an institution-wide program for experimental animal care and use;
- b) to ensure that all animal care and use is done in compliance with the policies of the University of Saskatchewan's UACC and the national CCAC standards;
- c) to ensure that all animal users, including faculty, students, staff and visiting scientists or faculty at the institution are aware of their responsibility to remain in compliance with standards for experimental animal care and use;
- d) to ensure compliance to UACC policies and procedures regarding standards of animal care and use which meet or exceed the Canadian standards, as contained in the CCAC guidelines and policies;
- e) to ensure that all proposed animal use receives ethical review and approval before the research or teaching starts;
- f) to ensure that all persons working with animals are properly trained and qualified;
- g) to ensure high standards of care and veterinary care for the animals;
- h) to ensure adequate facilities for housing the animals.

## **Saskatchewan Polytechnic Animal Care and Use Program Terms of Reference**

### **1. Responsibilities, Reporting, and Authority**

The University of Saskatchewan (U of S) is the institution whose Animal Care Committee (ACC) oversees and has responsibility for all animal care and use associated with Saskatchewan Polytechnic's Animal Ethics and Care Program. The institution adheres to UACC responsibilities and authority identified in the University of Saskatchewan UACC Terms of Reference and Saskatchewan Polytechnic Provost and Vice President Academic has responsibility to enforce that authority on all members of Saskatchewan Polytechnic's Animal Ethics and Care Program. For all formal communication and any issues related to Saskatchewan Polytechnic's Animal Ethics and Care Program, the UACC will communicate directly to the Associate Vice-President Applied Research and Innovation.

### **2. Membership**

Refer to University of Saskatchewan's University Animal Care Committee Terms of Reference document.

### **3. Authority.**

The UACC has the authority, on behalf of the Provost and Vice-President Academic of Saskatchewan Polytechnic, to:

- a) Stop any procedure if it considers that unnecessary distress or pain is being experienced by an animal;
- b) Stop immediately any use of animals which deviates from the approved use, any non-approved procedure, or any procedure causing unforeseen pain or distress to animals;
- c) Have an animal killed humanely if pain or distress caused to the animal cannot be alleviated.

The University Veterinarian, Animal Welfare Veterinarian, or Saskatchewan Polytechnic's Attending Veterinarian called upon to attend an institution-owned animal, has been delegated the authority to: stop any procedure causing unnecessary pain or stress to the animal(s) or deviating from the approved protocol; and humanely kill any animal believed to be in pain or distress that cannot be alleviated.

#### **4. Responsibility**

Refer to University of Saskatchewan's University Animal Care Committee Terms of Reference document:

- 4a. Scientific Merit Review
  - Procedure for Scientific Merit Review of Animal Use Protocols (Review Committee/Principal Investigator)
- 4b. Pedagogical Merit Review
  - JACC Procedures for Review of Teaching Animal Use Protocols for Pedagogical Merit
- 4c. Veterinary Services
  - TOR for UACC Animal Welfare Veterinarian
- 4d. Post-Approval Monitoring
  - UACC Procedures on Post-Approval Monitoring Program
- 4e. Training Program for Researchers and Instructors
  - JACC Procedures for Training Required for Approval of Animal Use Protocol Applications
- 4f. Animal Data
  - SOP A102 – Animal Acquisition and Reporting
- 4g. Appeal Mechanism
  - UACC Procedures on Appeals of UACC or AREB Decisions
- 4h. Animal Facility Management, Maintenance, and Staffing

Refer to Saskatchewan Polytechnic's Policies and Procedures:

- 4i. Occupational Health and Safety Program
- 4j. Crisis Management Program
- 4k. Facility Management and Maintenance

#### **5. Meetings**

Refer to University of Saskatchewan's University Animal Care Committee Terms of Reference document.

#### **6. Committees**

Refer to University of Saskatchewan's University Animal Care Committee Terms of Reference document.

#### **7. Standard Operating Procedures (SOPs).**

Refer to University of Saskatchewan's University Animal Care Committee Terms of Reference document.

#### **8. General**

In addition to the responsibilities outlined above, the UACC will in other respects carry out the responsibilities as outlined in the CCAC Policy on Terms of Reference for Animal Care Committees.

#### **9. Administrative Support for the Animal Ethics and Care Program**

The offices of the administrative staff that support the UACC will be located in the Animal Care and

Research Support Office, Research Excellence and Innovation, University of Saskatchewan.

The offices of the University Veterinarian, Research Ethics Specialist, and UACC Animal Technicians will be located in the Animal Care and Research Support Office, Research Excellence and Innovation, University of Saskatchewan.