

Purpose / Scope

The primary objective of this policy is to ensure that all policies and standard operating procedures associated with Western's Animal Ethics and Care Program (AECPP) align with current published veterinary and animal husbandry best practices and institutional, national and provincial regulatory policies.

This policy pertains to institutional policies and standard operating procedures associated with animal-based science associated with Animal Care Committee (ACC) authorized researchers, instructors, and designates associated with Western's Research Community.

Rationale

In its *Terms of Reference for Animal Care Committees* (2006), CCAC states that the ACC is responsible to ensure policies and standard operating procedures are developed and maintained in order "to provide a system of animal care that will meet the needs of the institution,"¹

Policy

The Animal Care Committee must ensure that policies to provide for a system of animal care that will meet the needs of the institution are established and implemented, including but not limited to:

- the requirement that all animal care and use be conducted according to CCAC guidelines and policies, and to any federal, provincial and institutional regulations that may be in effect, as per CCAC's *Terms of Reference for Animal Care Committees*;
- standards of husbandry, facilities and equipment and adequate animal care and management of the animal facilities, as per *CCAC guidelines on Laboratory Animal Facilities* (2003);
- the training and qualifications of animal users and animal care personnel, as per *CCAC guidelines on: institutional animal user training* (1999);
- an occupational health and safety program for those involved in animal care and use, as per CCAC guidelines,²
- a post approval monitoring program, and

¹ Canadian Council on Animal Care. *Terms of Reference for Animal Care Committees*. (2006). Sect.3 m. Retrieved from https://www.ccac.ca/Documents/Standards/Policies/Terms_of_reference_for_ACC.pdf

² CCAC. *Terms of Reference for Animal Care Committees* (2006). Section 3(m). Retrieved 14FEB2019 from https://www.ccac.ca/Documents/Standards/Policies/Terms_of_reference_for_ACC.pdf

- a crisis management program.³

The Animal Care Committee and its designates must:

- establish procedures, aligned with current veterinary standards, to ensure that:
 - unnecessary pain or distress is prevented;
 - anesthesia and analgesia are properly and effectively used;
 - exceptions to this must be scientifically justified and approved by the ACC;
 - appropriate post-operative care is provided;
 - animal welfare is given due consideration, including environmental enrichment; and
 - species-appropriate euthanasia methods are being used, as per *CCAC's guidelines on euthanasia of animals in science (2010)* and *guidelines on choosing an appropriate endpoint in experiments when using animals in research, teaching and testing (1998)*.
- review standard operating procedures relating to:
 - monitoring animal care and experimental procedures that may result in deleterious effects upon animal health and welfare;
 - all activities and procedures that involve animals, including animal care and facility management SOPs, procedures for euthanasia;
- ensure policies and procedures are accessible to all ACC and other institutional members; and
- review these policies and procedures minimum every three years.⁴

All participants in the AECF within Western's Research Community must comply with all institutional AECF policies and related procedures.

- Failure to do so will result in sanctions as determined by the ACC.

Participants electing to divert from ACC approved standard operating procedures must disclose the variance and provide justification within their Animal Use Protocol (AUP) and must receive ACC approval for this variance in advance of animal use.

References

- Canadian Council on Animal Care
 - Terms of Reference for Animal Care Committees (2006)
 - Policy Statement for Senior Administrators Responsible for the Animal Care and Use Program (2008)

³ CCAC. Policy Statement for Senior Administrators Responsible for the Animal Care and Use Program (2008). Appendix IV, 8.

⁴ CCAC. Terms of Reference for Animal Care Committees (2006). Sections 3(m), 5(a.iii) . Retrieved 14FEB2019 from https://www.ccac.ca/Documents/Standards/Policies/Terms_of_reference_for_ACC.pdf

- Western's Senate
 - MAPP 7.12 – Animal Ethics and Care Program
 - Animal Care Committee. Terms of Reference
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Revision History

Version	Date	Description of Changes	Author
00	23-04-14	New Policy	LT
01	05-05-16	Updated Definitions; Added Roles and Responsibilities	LT
02	13-05-21	Updated policy statements to reflect CCAC guidelines, e.g., specific program aspects requiring policies / procedures; removed Definitions & Roles and Responsibilities	LT