



Guidelines for Animal Welfare and Compliance Concerns — Aug 23 2019

McGill University regards the use of animals in research, teaching, and testing to be an integral component of continued progress in medicine, science, education, environmental sciences and agriculture that results in enormous benefits for human and animal health.

McGill University is committed to conducting the highest-quality research and to providing animals with the best care. At McGill University, all research, teaching and testing involving animals is guided by the guidelines of the Canadian Council on Animal Care (CCAC). A rigorous review by the Facility Animal Care Committee (FACC) ensures that animals are used only when necessary and under humane conditions.

These guidelines were created in order to clarify the responsibilities of all participants in the Animal Care Program and assist them in the resolution of animal welfare and compliance concerns.

Responsibilities

All participants in the Animal Care and Use Program have a dual role:

1. Collegiality between the different individuals (researchers, instructors, veterinarians, animal care staff, committee members, managers, administrators, Animal Compliance Office staff and anyone involved directly or indirectly)
2. Accountability to the FACC, Faculty, Institute, McGill University, the CCAC and the granting agencies. All participants have the responsibility to report concerns as a moral obligation.

Resolution guidelines

To ensure resolution of animal welfare and/or compliance concerns, individuals are to follow the points below.

- The benefit of the doubt must be given while gathering facts, avoiding generalization, assumptions and associations in order to maintain good communication and willingness to resolve the issue;
- Communication including emails and letters must be professional and based on mutual respect and trust between individuals;
- Refer to the attached flowchart for the Process for Reporting of Animal Welfare and Compliance Concerns;
- Response and reporting need to be expedient to benefit both people and animals;
- If there is animal distress, an institutional Veterinarian or Animal Health Technician (AHT) must see the animals before proceeding to an intervention. Note that veterinary instruction can be given to the Animal Health Technician over the phone. The veterinarian/AHT will try to contact the researcher and/or emergency contact person prior to taking action as much as possible

Authority and Roles

The Institutional Veterinarian has the authority to relieve pain and distress in the animal.

The FACC has the authority to terminate any procedure as per Terms of Reference.

The FACC may consult with the Ethics Subcommittee, Environmental Safety Office, Facilities Management or any other offices as appropriate.

The Quality Assistance Advisor can observe procedures, make recommendations and advise.
The Director of the Animal Compliance Office's role is to recommend, advise and mediate.
Directors, Deans, VP RI, or delegate, have executive responsibility for ensuring the application of CCAC, institutional and institute policies and guidelines in the Animal Care and Use Program as appropriate.

University Animal Care Committee (UACC) Policies and Guidelines

- Policy on the Study and Care of Animals
- Training Recertification Policy
- Standard Operating Procedures (SOPs)
- Guidelines on photography in laboratories and animal facilities
- Policy on permission to use animals in laboratories outside of the animal facility
- Theory and practical training is mandatory for all people who intend to work with animals
- Participation into the Occupational Health Program is mandatory for non-human primate researchers

Copies available at: <https://mcgill.ca/research/research/compliance/animals/animal-research-practices/guidelines>

McGill Policies and Regulations

- If it is determined that there has been misconduct, it will be referred to the Research Integrity Office who will proceed with the investigation as per the policy on Investigation of Research Misconduct: https://mcgill.ca/secretariat/files/secretariat/research-misconduct-regulations-concerning-investigation-of_1.pdf.

The term ***Institution*** refers to McGill University as well as affiliated research institutes: Montreal Neurological Institute, Research Institute of McGill University Health Centre, Lady Davis Institute of the SMBD Jewish General Hospital, Douglas Mental Health University Institute and Shriners Hospital for Children.

The flowchart in attachment is meant to help individuals in the reporting and resolutions of concerns.

Process for Reporting and Resolutions of Animal Welfare and Compliance Concerns

