

Guidelines on the Use of Images of Animals in Research and Teaching

1. Purpose

These guidelines describe the acceptable practices for using images of animals in a procedure, housing, laboratory, farm or wild setting. It applies to all animals in research and teaching areas located on McGill and/or its Affiliated-Hospital Research Institutes' property as well as areas where wild animals are the subject of research studies and teaching projects.

It concerns photography, filming and recording by any method or device, and in the following statements, the term "image" includes but is not limited to photography, filming, videography and audio recording and the use of virtual meetings.

These guidelines aim to ensure that ethical standards are maintained and the risk of unwanted publication of images of people, animals and confidential information is avoided.

2. Responsibility

2.1. The [*Policy on Sharing Images of Animals Involved in Research and Teaching*](#) must be followed.

2.2. Visitors must be informed of the [*Policy on Sharing Images of Animals in Research and Teaching*](#) and these Guidelines.

3. Acceptable Practices

3.1. The images of sensitive or confidential matters must be stored in a manner that is secure from random access.

3.2. Posting any images of research or teaching animals to social media outlets or any other public stage for entertainment purposes and/or for a malicious use is strictly prohibited.

3.3. Images must be reviewed by the appropriate authority (refer to the *Policy on Sharing Images of Animals Involved in Research and Teaching*) prior to sharing to prevent inadvertent identification of people, animals, and locations as well as keeping confidential unpublished research information.

3.4. It is acceptable to post images of farm and wild animals in their normal habitat or surroundings without prior authorization. For farm or wild animals undergoing procedures however, prior authorization is required from the Macdonald Campus Facility Animal Care Committee or the McGill Media Relations Office as appropriate.

3.5. For rodents in animal facilities:

3.5.1. Unless unavoidable because of the objectives of the experiment, the images of all animals should be taken in procedure rooms or laboratory settings. If the image needs to take place in an animal housing room, the investigator/instructor must ensure that this activity will not affect other research or teaching projects in the room.

3.5.2. Images taken of animals outside the housing cage is preferred.

- 3.5.3. If an image taken of animals inside a housing cage is necessary for completion of the objectives of the experiment, the cage lid should be removed, if possible.
- 3.5.4. No cage cards or other identifiers of the relevant institution/institute are to be included in the image.
- 3.6. For any image that will become public, the individual is required to ensure that all animal-related Standard Operating Procedures (SOPs), best practices, appropriate Personal Protection Equipment and the [Policy on Sharing Images of Animals in Research and Teaching](#) are followed.
- 3.7. Certain types of images are acceptable such as fish in a tank or a bird being banded. However, sharing images of animals undergoing surgery or in distress should be avoided when possible as some people may find those disturbing.
- 3.8. Every effort should be made to show appropriate and accurate context when sharing images.

The [Policy on Sharing Images of Animals in Research and Teaching](#) requires that the above guidelines be followed. Violation of this Policy may result in disciplinary action by the administrative office appropriate for the person involved. (Administrative offices include, but are not limited to, Disciplinary Officers, Department Chairs and Research Integrity Officers.)

Disclaimer: These guidelines do not describe Guidelines and Policies related to images of animals for Public Relations purposes or any other public activity organized by the institution or institute.

*Created as a split from the Policy on Sharing Photography/Videos of Animals Sept 18 2020 into a Policy and Guidelines
UACC approved February 19 2021*