

University of Prince Edward Island	Policy No. admordgnl0004	Revision no. 4
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Creation Date: March 1993	Version Date: January 2018	Review date: January 2023
Authority: Board of Governors	Responsibility: Vice-President Academic and Research	WWW Access: Yes

1. Purpose

1.1. The University of Prince Edward Island (the “University”) is committed to the care and well-being of all animals in its research, teaching, testing, and service programs. This Policy reflects the University’s commitment and outlines the principles and guidelines governing the treatment of animals at the University and ensures the University’s ongoing compliance with provincial and federal legislation and accepted ethical standards and practices, including those developed by the Canadian Council on Animal Care (the “CCAC”).

2. Scope

2.1. This policy applies to all University staff, faculty, students, contractors, tenants, and visitors at the University that interact with animals in the course of research, teaching, testing, or service (“University Members”).

2.2. This policy applies to all research, teaching, testing, or service that:

- 2.2.1.1. is conducted by University Members;
- 2.2.1.2. is undertaken under the auspices of or in affiliation with the University; or
- 2.2.1.3. that uses University equipment, facilities, or resources.

2.3. This policy does not apply to the care of animals which are subject exclusively of a client-veterinarian relationship affiliated with the UPEI Veterinary Teaching Hospital.

3. Definitions

3.1. “Animal” means all vertebrates and cephalopods used for research, teaching, testing, service, or for display purposes or eventual use in research, teaching, testing, or service that are subjects of a written animal utilization protocol, as defined by the CCAC.

3.2. “Animal Utilization Protocol” is a formal complete and accurate description of the proposed animal use, as per CCAC guidelines, herein the Protocol.

4. Responsibility

4.1. The Board of Governors is responsible for establishment and amendment of this Policy.

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4.2. The Vice President, Academic & Research is responsible for the development and oversight of programs and terms of reference to implement this Policy and for initiating a review of this Policy once every five years.

4.3. The Vice President, Academic & Research shall be responsible to make all appointments to the committee.

4.4. The Animal Care Committee (the “Committee”) is responsible for the oversight and adherence of this policy.

5. Animal Care Committee

5.1 The Committee shall be comprised of UPEI faculty members experienced in animal care and use as noted below:

- the Director of Animal Resources
- the University Veterinarian
- the Biosafety Officer
- at least one representative from each department that uses animals
- at least one representative from a department(s) that does not use animals
- at least one person who represents the community’s interest and concerns and who has no other affiliation with the institution
- technical staff representation
- student representation, and
- a chair, who must not be directly involved in the management of the institutional animal facilities, nor be the laboratory animal veterinarian, nor be involved in the preparation of a significant number of the protocols under review by the Animal Care Committee

5.2 The Committee shall:

- 5.2.1 ensure the use of Animals in research, teaching, testing, and service at the University conforms to the appropriate ethical standards that are compatible with the goals of science;
- 5.2.2 ensure compliance with all relevant legislation and ethical guidelines and standards in all animal-related University sanctioned research, teaching, testing, and service pursuant to the Protocol;
- 5.2.3 establish and enforce rules, terms of reference, and guidelines for use by University Members involved in Animal related research, teaching, testing, and service pursuant to the Protocol;
- 5.2.4 review and evaluate research, teaching, testing and service proposals for compliance with this Policy and terms of reference;

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- 5.2.5 assume such other responsibilities as may be prescribed by the terms of reference or the Vice-President, Academic & Research; and
- 5.2.6 provide an annual report to the Vice-President, Academic & Research and the Board of Governors.

6. University Members

5.3 University Members shall:

- 5.3.1 comply with this Policy and terms of reference;
- 5.3.2 participate in education and training in respect of animal care;
- 5.3.3 comply with and abide by all legislation, rules, ethical standards and/or guidelines that govern animal care;
- 5.3.4 integrate best practices into their animal-related activities; and
- 5.3.5 report unsafe or non-compliant research or other animal-related activities to the Committee.

7. Terms of Reference

7.1 The University may develop terms of reference to assist in the administration of this Policy.