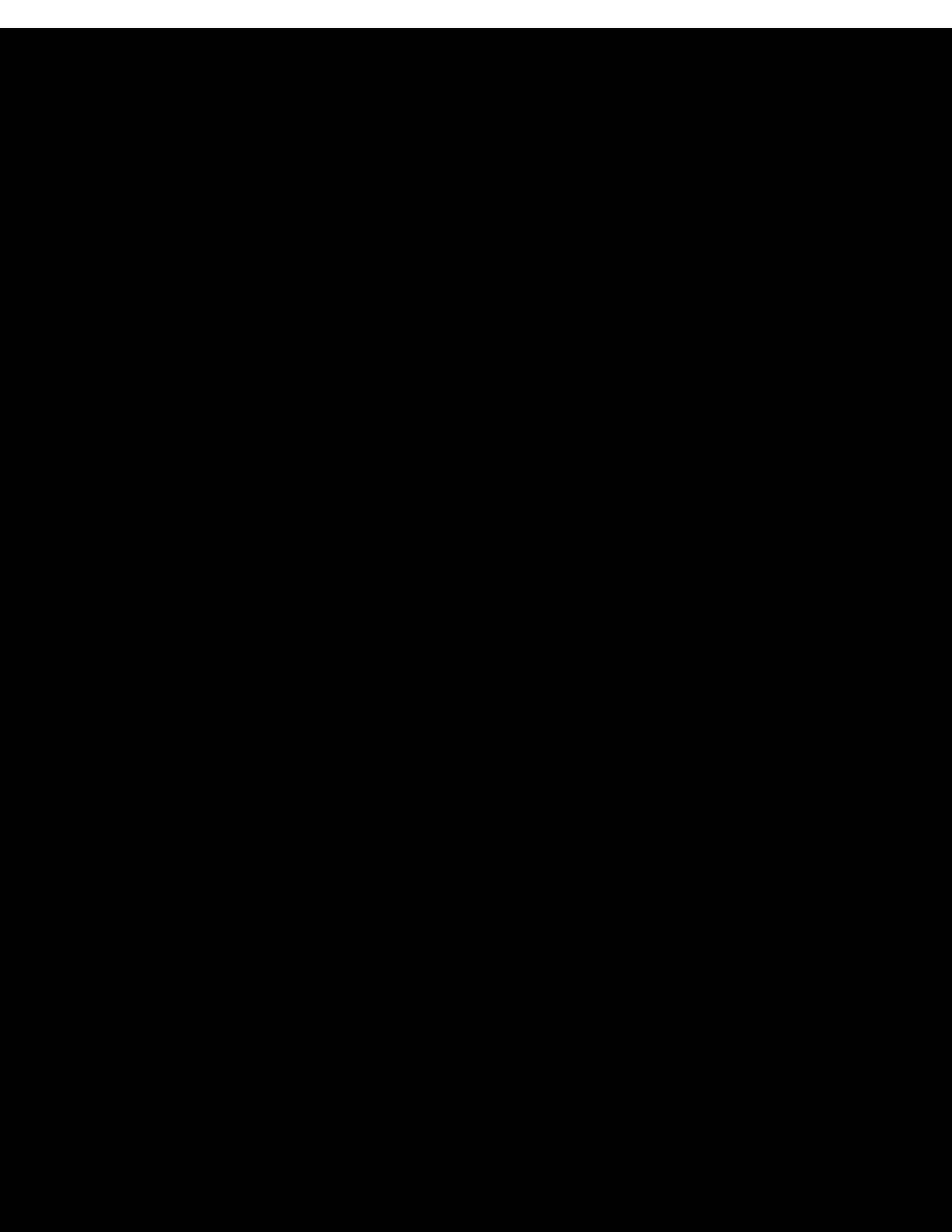


**Action Plans** As it relates to the (POL-004), specific actions associated with Non-Compliance that realign procedures with the approved Animal Use Protocol (AUP) and/or current regulatory / veterinary / institutional standards of animal ethics and care, and may include Sanctions, as directed by the Animal Care Committee Executive Working Group

**Animal-Based Science** Branches of scholarship where live vertebrate and cephalopod animals are used in research, teaching or testing

**Animal-Based Scientist** – Any person directly involved in branches of scholarship where live vertebrate and cephalopod animals are used in research, teaching or testing and who use and/or care for research animals under an approved AUP, e.g., AUP Holders and individuals identified within an AUP as responsible for animal monitoring and/or animal procedures

**Animal Care and Use Records** Legibly written documentation located within the animal holding area as per the and Facility Standard Operating Procedures (e.g. PI specific in-room animal binder) - in addition to and separate from





Laboratory Animal Facility Supervisors and  
Policies and Procedures

**Animal Ethics and Care Program (AECIP)** Western Research Community's comprehensive integrated program consisting of institutional structures, policies and processes focused upon ensuring regulatory alignment of animal-based science activities that is centralized through Western's Vice President, Research and Animal Care Committee (ACC)

**Animal Holding Area** A space designated to house / hold live animals for any length of time

**Animal Morbidity** see [AECIP Policies & Procedures](#) POL-009

- Any Sick Animal's condition that is beyond the experimental parameters identified in the related Animal Use Protocol (AUP)

- All Sick Animals

**Animal Morbidity / Mortality** [AECIP Policies & Procedures](#) (Post) (M)- (b) Log BT/F3f1000m00 - (B) T5R(A)(h)2eW\*



**Animal-Related Impact** – The ‘per animal’ health and welfare effect of Animal Use Protocol (AUP) elements as described in detail in the ‘Procedural Consequences’ section of an AUP

**Animal Use Protocol (AUP)** – The Animal Care Committee’s (ACC) mandatory animal ethics form that contains details of a AUP holder’s intended live vertebrate and cephalopod animal use, which must be reviewed and approved by the ACC in advance of animal-based science activities (see [AECP Policies & Procedures](#) POL-002)

**Animal Use Protocol (AUP) Drift** – Animal-based science activities that depart from the approved AUP (see [AECP Policies & Procedures](#) POL-004)

**Animal Use Protocol (AUP) Holder / Principal Investigator (PI)** – A scientist responsible for undertaking animal-based science in alignment with an approved AUP under the auspices of Western’s Animal Care Committee (ACC)

**Animal Use Protocol (AUP) Review Working Group** – A Working Group of the Animal Care Committee (ACC), per its [Mandate](#), consisting of six roles to include an Animal-Based Scientist, Community Representative, Institutional Veterinarian, Technical Representative, Non-Animal User, and the ACC Coordinator that undertake the reviews of AUPs on behalf of the Full ACC, as per the [Mandate](#) (POL-002 A-C) and [Mandate](#) (PROC-002 A-B) - [AECP Policies & Procedures](#)

**Animal Users** – Individuals who either use in animal-based science, or are employed to care for ‘animals,’ as defined by the Canadian Council on Animal Care (CCAC)

**Annual Protocol Renewal (Renewal)** – Within one year of Animal Use Protocol (AUP) approval for each continuance of the approved AUP and up to three subsequent years, AUPs undergo review by designates of the Animal Care Committee (ACC), as per the [Mandate](#) (POL-002-B) and [Mandate](#) (PROC-A,B) - [AECP Policies & Procedures](#). Annual updates will consider changes in standards and guidelines, and developments in the replacement, reduction, and refinement of experimental animal use from a retrospective and prospective review of the AUP.

**Animal Ethics and Regulations Course** – A Canadian Council on Animal Care (CCAC)-mandated online course focused on the ethics of animal use within animal-based science activities, and administered by designates of the Animal Care Committee (ACC) (see [AECP Policies & Procedures](#) POL-017)

**Blinder** – An object, similar in appearance to a Frisbee, hung on the front of a cage to allow an animal to control his/her own visual stimuli that acts as a visual barrier (see [AECP Policies & Procedures](#) POL-012)

**Breeding Animal Use Protocol (AUP)** – An AUP in which animals with desirable genetic traits are solely bred selectively to maintain or enhance those traits in future generations of animals

**Cage Card** – A cage label containing information specific to animals housed within as outlined within [the](#) [Mandate](#) (see [AECP Policies & Procedures](#) POL-003)

For non-aquatic species, cage labels must contain the following information specific to the animals housed within:



Date of arrival or date of birth, depending on mode of arrival  
Species and sex  
Supplier (where the animals originated)  
Estimated age or weight  
Number of animals per enclosure (making changes as needed)  
Name of AUP Holder and emergency contact information  
Animal Use Protocol number including expiry date  
Any special animal care instructions

For aquatic species, labels must be maintained either directly on the tank or within the immediate holding area and must include the above items as well as a record of transfer history within the Facility.

[Canadian Association for Laboratory Animal Medicine \(CALAM\)](#) A national organization for veterinarians whose vision is to be recognized and respected as leaders in laboratory animal welfare; committed to excellence in laboratory animal medicine and welfare for the global advancement of science, health and education; the group responsible for

[CALAM Standards of Veterinary Care](#) – Guidelines developed by the Canadian Association for Laboratory Animal Medicine (CALAM) regarding the roles of Institutional Veterinarians in the Animal Ethics and Care Program that is referenced by national and provincial regulators

[Canadian Council on Animal Care \(CCAC\)](#) A not-for-profit organization, created in 1968 to oversee the ethical use and care of animals in science (research, teaching and testing) throughout Canada on behalf of Tri-Agency and the Canadian public; responsible for developing national policies and guidelines, assessing research facilities' compliance with these standards, and administering the Certificate of Good Animal Practice (GAP) to compliant facilities

[Categories of Invasiveness](#) Levels of animal impact arising from experimental procedures, as outlined within Canadian Council on Animal Care's  
and

as follows:

Most invertebrates or live isolates

Little or no discomfort or stress

Minor stress or pain of short duration

Moderate to severe distress or discomfort

Procedures causing severe pain at or above the pain tolerance threshold of unanaesthetized conscious animals

[Certificate of Good Animal Practice \(GAP\)](#) – A Canadian Council on Animal Care (CCAC) Certificate of GAP is earned by institutions that:

participate fully in the CCAC Program





- Is receiving or expecting to receive compensation from the sponsor in which the value of the compensation could be affected by the outcome of the study;
- Acts as an officer, director, or agent of the sponsor;
- His/her or their job status or compensation is impacted by the research (e.g., payment for speaking or leading study groups on behalf of the sponsor);
- Is receiving a finder's fee for the recruitment of research participants;
- Has a proprietary interest (e.g., patent, trademark, copyright interest, licensing agreement) in the tested product;
- Has (or family, spouse, close relationships) any equity interest in the sponsor;
- Receives payments of other sorts, which are made by the sponsor exclusive of the costs of conducting the clinical research (e.g., a grant to fund ongoing research, compensation in the form of equipment or retainers for ongoing consultation or honoraria);
- Is intending to recruit his/her own patients as research participants;
- Has identified him/her or themselves for any other reason as having a conflicting interest (i.e., organizational conflict that may impact the research).

Examples of secondary interests for an Animal Care Committee member include the following: BT/F2 11.16 Tf1 0 0 1 356.



**Crisis Management Plan** – A document reviewed and approved by institutional stakeholders responsible for human and animal safety that outlines in detail the strategies designed to help stakeholders deal with a sudden and significant negative event associated within a Laboratory Animal Facility or Extra-Vivarium Space (EVS). Plans proactively identify potential risks; establish monitoring systems and practices to detect early warning signals of any foreseeable crisis; establish and train a crisis management team; and involve as many stakeholders as possible in all planning and action stages. Topics to include fire, flood, or





**Environmental Monitoring Systems** – Systems that monitor temperature, relative humidity, and air exchanges, e.g., independent table-top thermo-hygrometers and / or a centrally monitored and controlled building system (see [AECF Policies & Procedures](#) POL-010)

**Essential Stimuli** – The Non-Human Primate (NHP) Environmental Enrichment (EE) Program provides stimuli under all five areas deemed essential to obtaining program goals including: Social enrichment; Sensory enrichment; Structural enrichment; Feeding enrichment; and Cognitive enrichment (see [AECF Policies & Procedures](#) POL-012)

**Ethics Review** – Ethics review of a proposed



**Field Studies** – The scientific study of free-living wild animals in which the subjects are studied in their natural or semi-natural habitat by animalistic study of free





**Non-Commercial Vendor** – Animal source other than a recognized vendor, e.g. academic institution, an animal-based scientist's animal colony (see [AECP Policies & Procedures](#) POL-008)

**Non-Compliance** A demonstrated disregard for animal-related regulatory, veterinary and/or institutional standards and related policies and procedures and/or a demonstrated lack of empathy for animals used in animal-based science. Requires action plans and sanctions. May begin as an Incident or series of Incidents; if not readily resolved, may be considered to be Non-Compliance (see [AECP Policies & Procedures](#) POL-004)

**Non-Conformance** Departure from any requirement established in policies and procedural documents

**Non-Field Research** Research involving animal subjects studied outside of their natural or semi-natural habitat (e.g. laboratory)

**Normals** Physiological, psychological and behavioural norms for a given species

**Occupational Health & Safety (OH&S) Review** A Canadian Council on Animal Care (CCAC)-mandated review process external to the ACC under the responsibility of institutional safety officers and Research Western's Animal Research Safety Consultant. Required for Animal Use Protocols (AUP) containing biological, chemical, radioactive, imaging and laser devices (see [AECP Policies & Procedures](#) POL-002)

**On Hold** As determined by the Animal Care Committee (ACC) Executive on a case by case basis,



Reviewers, to include the intended learning outcomes, assessment methods, learning activities, the alignment of learning assessment methods with learning outcomes and activities, and efforts to identify alternatives (see [AEC Policies & Procedures](#) PROC-013)

**Pedagogical Merit Review Committee** A committee of the Vice President, Research Office comprised of animal-based scientists and experts in the field of pedagogy both internal and external to Western's Research Community who



- Any long and/or invasive procedures including but not limited to long anesthesia times

Non-arms-length versus arms-length managed areas

- Degree and frequency of oversight by arms-length individuals
- Accountability structure of individual responsible for animal care

Post Approval Monitoring History

- Animal Care Committee Annual Site Visits
- AUP Compliance, e.g. recurring issues relating to animal health and welfare
- Facility and Research Staff Feedback - Concerns regarding use, care, monitoring, endpoints, AUP non-alignment
- Directives from the ACC and/ or external regulators



**Responsible Persons (RP)** Individuals who, arising from their role within the institution and / or responsibilities as identified within an Animal Use Protocol (AUP), have direct accountability for the care and/or use of animals involved in animal-based science. As per the attestation signed off within an AUP, AUP Holders are included as RPs in all situations where their direct reports are identified through the Concerns (POL-004) reporting process.

**Sanction** As it relates to the (POL-004) - [AECF Policies & Procedures](#) immediate measures taken in response to Non-Compliance; may involve Animal Use Protocol (AUP) 'On Hold' or 'Closed' as directed by the Animal Care Committee (ACC) Executive

**Scientific Merit Review Form** – The standard form administered by various departments / institutes that is completed by PIs to provide information to Scientific Merit Reviewers, which includes the intended project proposal



Sick Animal Response (SAR) A framework – policy and procedures



