

Policy 1.08 Care and Treatment of Laboratory Animals

1 Purpose

To assure that laboratory animals used in research activities receive appropriate care and humane treatment through (BTM,1980,06-23,005,_C):

- a) The establishment of programs, standards and procedures that meet United States Department of Agriculture (USDA) and Department of Health, Education, and Welfare (DHEW) requirements with regard to laboratory animal management, laboratory animal health, veterinary care and physical plant
- b) The establishment of a committee with the responsibility to evaluate and report on the maintenance of acceptable programs and standards for the care, use and treatment of laboratory animals

2 Applicability

The provisions of this policy apply to all units of The City University of New York that use or intend to use laboratory animals in any type of research activity. Principal investigators and project directors are primarily responsible for observing the provisions of this policy. (BTM,1980,06-23,005,_C)

3 Background

Both the USDA and the National Institutes of Health (NIH) have authority to establish standards and criteria for the care and use of laboratory animals used in research. The pertinent regulations are set forth in the following documents (BTM,1980,06-23,005,_C):

- a) 7 USCA 2131-2155 (The Animal Welfare Act of 1970). This statute requires annual registration of all research facilities using laboratory animals. The Research Foundation of the City University of New York (Research Foundation) is registered with the USDA under this provision, Regulation No. 21-142. (BTM,1980,06-23,005,_C)
- b) "Guide for the Care and Use of Animals" (DHEW Publication No. (NIH) 78-23, revised 1978.) This publication establishes guidelines to assist institutions in using and caring for laboratory animals in ways judged to be professionally appropriate. (BTM,1980,06-23,005,_C)
- c) National Institutes of Health Policy, "Responsibility for Care and Use of Animals," NIH Guide for Grants and Contracts, Vol. 7, No. 17, 19 November 1978. This policy defines the institutions' responsibility for humane care and use of animals under NIH grants and contracts. (BTM,1980,06-23,005,_C)

4 Statement of the Board of Trustees

The University and the Research Foundation are jointly committed to the principle that laboratory animals used in any experiment, research, or training project will receive appropriate care and humane treatment. (BTM,1980,06-23,005,_C)

Research objectives, personnel involved in the research, methods of care, and physical facilities, must conform to the standards and criteria prescribed in the regulations and guidelines identified in this policy, and any future revisions thereof. (BTM,1980,06-23,005,_C)

The University Committee on Laboratory Animal Care will develop programs of adequate veterinary care, evaluate adherence to prescribed standards and criteria, and review University facilities and procedures for the care and use of animals. (BTM,1980,06-23,005,_C)

5 Roles and Responsibilities

The criteria, standards, and other requirements prescribed in those documents listed in this policy, must be adhered to in all research activities covered by the provisions of this Policy. The most comprehensive guidelines are set forth in the DHEW "Guide" and all project directors, principal investigators, animal care personnel, and members of the University Committee should be thoroughly familiar with the standards established in this "Guide." (BTM,1980,06-23,005,_C)

The major areas of responsibility and required action are outlined below. (BTM,1980,06-23,005,_C)

5.1 Principal Investigator

Pre-proposal: The principal investigator should become familiar with the criteria and standards appropriate to the type of animals he or she intends to use, and how they are to be used in the proposed project. The principal investigator should then determine the availability of personnel and facilities required. (BTM,1980,06-23,005,_C)

Proposal: The proposal and budget should include provision for equipment or modification of available facilities, supplies, personnel, acquisition of animals, etc., required for the research. If the funding agency is to be the DHEW, the grant application or contract proposal shall indicate that animals are involved in the proposed research and should state the rationale for using animals. Information should be provided to confirm that the species and numbers of animals are appropriate, that unnecessary discomfort and injury to animals will be avoided, and that analgesic, anesthetic, and tranquilizing drugs will be used where indicated to minimize stress to the animals. (BTM,1980,06-23,005,_C)

Project Execution: The principal investigator has primary responsibility for meeting applicable standards for acquisition, care, treatment and disposition of his or her laboratory animals. (BTM,1980,06-23,005,_C)

5.2 College Administration

For those college students currently using or intending to use laboratory animals, the college president shall assign a qualified individual to coordinate the college's activities involving care and treatment of laboratory animals. His or her primary responsibilities should be to (BTM,1980,06-23,005,_C):

- a) Review for the college the adequacy of available or planned facilities for research proposals involving use of animals
- b) Maintain contact with the University Committee on matters involving compliance with policy

- c) Maintain records and provide information necessary for annual or periodic reports as required by the Committee or by the Research Foundation
- d) Disseminate information appropriate to the humane care of laboratory animals
- e) Develop programs of adequate housing and care for the laboratory animals
- f) Perform other functions as recommended by the Committee

It is the obligation of the college administration to ensure that professional and technical personnel who carry out animal anesthesia, surgery, or other experimental manipulations, be qualified through training and experience to accomplish these tasks in a humane and scientifically acceptable manner. (BTM,1980,06-23,005,_C)

When the College receives formal notification of an award involving the use of laboratory animals, the grants officer should send the college's coordinator of animal care a copy of the approved proposal and budget. (BTM,1980,06-23,005,_C)

5.3 Committee on Laboratory Animal Care

There shall be established within the University a Committee on Laboratory Animal Care. (BTM,1980,06-23,005,_C)

The Committee shall be composed of at least five members appointed by the Chancellor, whose appointments shall continue until terminated by the Chancellor. At least four members shall be qualified faculty representatives of the colleges making the most extensive use of laboratory animals, and one member shall be a qualified Doctor of Veterinary Medicine. The faculty representatives must be knowledgeable regarding the care and use of animals in research. Staff assistance for the Committee will be furnished by the Research Foundation. (BTM,1980,06-23,005,_C)

Responsibilities of the Committee shall include the following (BTM,1980,06-23,005,_C):

- a) Evaluation of the animal care program in regard to the maintenance of acceptable standards for the care, use, and treatment of animals in research. (BTM,1980,06-23,005,_C)
- b) At least once each year, inspection and evaluation of animal care facilities, personnel, and methods at each unit of the University that uses laboratory animals, and submission of any recommendations to the appropriate college. NIH policy requires annual inspection by the Committee of facilities and procedures. (BTM,1980,06-23,005,_C)
- c) Maintenance of records of committee activities, recommendations, and determinations. These records will be available for inspection by the Director of NIH or his or her authorized representatives. (BTM,1980,06-23,005,_C)
- d) Review of proposals submitted by principal investigators where there is a question of adherence to policy, adequacy of facilities, or appropriateness of research protocol. (BTM,1980,06-23,005,_C)
- e) Furnishing of assistance and guidance to the colleges and project directors on their facilities and procedures, providing interpretations of USDA, DHEW, University and Research Foundation policies, and of any relevant legal requirements. (BTM,1980,06-23,005,_C)

- f) Maintenance of liaison with DHEW and other relevant agencies, advising the College administration and project directors of the prevailing regulatory environment, and submitting recommendations to the University and the Research Foundation. (BTM,1980,06-23,005,_C)