

UBC ANIMAL CARE COMMITTEE

POLICY 009

Alternate Animal Use Spaces

Date Approved: May 2008

Date Revised: January 2022

1.0 PURPOSE

The purpose of this policy is to set out the requirements for keeping animals outside of a University of British Columbia animal facility for **any reason**.

2.0 SCOPE

This policy applies to all researchers who are working with animals outside of a UBC animal facility. Field sites involving wildlife research are exempt from this policy.

3.0 DEFINITIONS

UBC animal facility: An animal use space that houses research, teaching or breeding animals at UBC or an affiliated research institute, centre or hospital that falls under the review of the UBC Animal Care Committee. The facility management is defined in UBC ACC Policy 15 Management of UBC Animal Care Facilities.

Alternate animal use space: Any area outside a UBC Animal Facility where animals may be held/housed. There are two types of alternate animal use spaces:

Alternate housing space: any ACC approved spaces outside of a UBC animal facility where animals are housed for longer than 24 hours.

Alternate procedure space: any ACC approved spaces outside of a UBC animal facility where a procedure(s) on an animal is performed, and/or animals are being held for a duration of less than 24 hours.

4.0 POLICY STATEMENTS

1. All alternate animal use spaces (laboratories, imaging suites, other special locations, etc.) must be identified, justified and approved on an approved Animal Use Protocol (AUP) regardless of the length of time the animals are held there.
2. All alternate animal use spaces must be deemed appropriate by the ACC for the species held.
3. Independent oversight of alternate animal use spaces, will be provided by Post Approval Monitoring (PAM) audits, Clinical Veterinarian visits, and/or ACC site visits. Alternate housing spaces must be audited by the ACC annually as per CCAC Guidelines. Alternate procedure spaces will be audited once per year at minimum by ACC and/or PAM Team and/or Clinical Veterinarians.

4. Requests for alternate animal use spaces will be reviewed at the time of initial AUP submission or amendment submission (where applicable). During an AUP's full renewal, a new request must be submitted and will undergo full review. Changes to the use of the alternate animal use space must be approved via an amendment to the AUP prior to the changes being put into practice.
5. Failure to adhere to UBC policies and any issues of non-compliance may result in removal of alternate animal space approval or a requirement of independent third-party oversight.

5.0 RESPONSIBILITIES

1. It is the responsibility of any person involved in the care and use of animals in alternate animal use spaces to follow this policy.
2. The Principal Investigator is responsible for:
 - a. Contacting their Clinical Veterinarian if animal care or other service is required, and in the event of unexpected morbidities or mortalities.
 - b. The supervision and documentation of all daily animal monitoring and husbandry
 - c. The supervision and documentation of any experimental monitoring in the approved alternate animal use space
 - d. Reporting all morbidity and mortality to the Clinical Veterinarians and Post Approval Monitoring Team on a monthly (or more frequent) basis.
 - e. Ensuring animals are transported to the alternate use spaces following the UBC ACC Policy on Animal Transport.
 - f. Ensuring any UBC oversight personnel have unrestricted access to the alternate use spaces (key, keycard, etc.)
3. The UBC ACC is responsible for:
 - a. Reviewing and approving all alternate use spaces prior to use to ensure the space is appropriate
 - b. Determining which facilities are UBC animal care facilities and which are alternate animal use spaces.

6.0 REFERENCES

1. CCAC Guidelines on: Laboratory animal facilities:
<https://ccac.ca/Documents/Standards/Guidelines/Facilities.pdf>
2. ACC Policy 15: Management of UBC Animal Care Facilities:
<https://animalcare.ubc.ca/animal-care-committee/sops-policies-and-guidelines/acc-policies>