

Original Approval Date: June 2, 2005

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Parent Policy: [Animal Ethics Policy](#)

Special Requests for Alternate Animal Housing Procedure

Office of Administrative Responsibility:	Research Ethics Office (REO)
Approver:	Vice-President (Research)
Scope:	Compliance with this university procedure extends to all Academic Staff and Colleagues and Support Staff as outlined and defined in Recruitment Policy (Appendix A and Appendix B) in addition to third party contractors, visiting speakers, professors emeriti, undergraduate and graduate students, post-doctoral fellows, volunteers and to all persons who use animals for research, teaching or testing.

Overview

Animal facilities are expensive and complex to plan, design, build and maintain. Existing and planned facilities must meet **Canadian Council on Animal Care (CCAC)** guidelines. In addition, animal care is best carried out or overseen by animal health professionals whose primary goal is animal health and welfare in the service of high quality science. In cases where a **Principal Investigator (PI)** has a compelling justification to hold animals for more than 24 hours in an area that is not managed by one of the **animal services units**, the design and use of the alternate animal housing and the care of the animals housed, therefore, must follow CCAC guidelines and will require active collaboration between the PI, the animal services unit and the relevant Animal Care and Use Committee (ACUC).

Purpose

Identify the process for application, approval and supervision of alternate animal housing.

PROCEDURE

Animals obtained by the University of Alberta should be housed in facilities operated by one of the animal services units whenever possible. A PI may apply to house animals in alternate animal housing, provided:

- a. The PI has a compelling justification to establish and maintain alternate animal housing.
- b. The alternate animal housing is appropriately constructed or renovated for animal care and use.
- c. The Committee for Animal Resources (CAR), a subcommittee of the University Animal Policy and Welfare Committee (UAPWC), approves the alternate animal housing design and its proposed use.
- d. The alternate animal housing is linked to an active, approved animal use application.
- e. An ACUC approves the animal use in the alternate animal housing.
- f. The PI and/or his/her research personnel have the training necessary to provide animal care on par with care provided by the animal services unit.
- g. One of the animal services units provides appropriate veterinarian oversight and services for animal care and use in the alternate animal housing.

1. APPROVAL OF THE ALTERNATE ANIMAL HOUSING

The PI must apply to CAR for approval of construction of a new space to house animals or renovation of any existing space in order to house animals in that space.

- a. As part of its deliberations, CAR will determine if the research needs can be met in existing facilities and will consult with the Chair of the relevant ACUC concerning approval of the animal use. Once CAR has

approved the project and the construction or renovation is underway, the PI should provide updates to CAR and confirm when the work is complete.

- b. CAR will then conduct a site visit, and pending completion of any deficiencies, provide written approval of the alternate animal housing.

2. APPROVAL TO HOUSE ANIMALS IN ALTERNATE ANIMAL HOUSING

- a. Once CAR has approved the alternate animal housing, the PI must apply to ACUC for approval to house animals in that location as part of the regular animal use application process. The application should include the PI's justification for the alternate animal housing and CAR's final approval of the housing, as well as an operations manual for animal care in that location and the contract services agreement with the relevant animal services unit.
- b. Once ACUC has approved the request to house animals in the alternate animal housing, animals may be housed there. The alternate animal housing will then be subject to annual site assessments by ACUC, as well as any other conditions ACUC may impose.
- c. Animals on other animal use protocols may not be housed in that alternate animal housing unless ACUC has approved a specific application for such an arrangement and the housing will accommodate the additional animals.

3. OPERATION OF ALTERNATE ANIMAL HOUSING

- a. Ongoing approval for alternate animal housing is contingent on ongoing requirement for the housing as well as continuing approval for the animal use protocol and maintenance of a contract services agreement with the animal services unit.
- b. The PI must inform ACUC, the animal services unit and the University's Environmental Health and Safety Office when alternate animal housing is no longer required.
- c. The PI must inform the animal services unit and the University Biosafety Officer within twenty-four (24) hours of learning that an animal is missing from alternate animal housing, or if evidence of insect or rodent pests is found in the alternate animal housing location.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [[▲Top](#)]

Animal	Any living non-human vertebrate and any living invertebrate of the class of cephalopoda, including free-living and reproducing larval forms, used for research, teaching, or testing purposes by University of Alberta staff and trainees.
Canadian Council on Animal Care (CCAC)	The national organization responsible for setting and maintaining standards for the ethical use and care of animals used in science (research, teaching and testing) in Canada.
Principal Investigator (PI)	A member of the academic staff who is responsible for the design, conduct, supervision and oversight of the care and use of animals in research, teaching or testing as described in an approved animal use protocol.
Animal Services Units	Animal facilities established and operated by the University of Alberta as ongoing administrative units to provide veterinary and animal care staff, infrastructure, training, oversight and other resources to support use of animals in research, teaching and testing by University staff and trainees. They currently are: Agricultural, Food and Nutritional Sciences Animal Services (AFNSAS), Health Sciences Laboratory Animal Services (HSLAS) and Science Animal Support Services (SASS).

FORMS

No Forms for this Procedure. [[▲Top](#)]

RELATED LINKS

Should a link fail, please contact uappol@ualberta.ca. [[▲Top](#)]

[Agreement on the Administration of Agency Grants and Awards by Research Institutions](#) (Government of Canada)

[Animal Protection Act](#) (Government of Alberta)

[Animal Protection Regulation](#) (Government of Alberta)

[Canadian Council on Animal Care Guidelines](#) (CCAC)

[Recruitment Policy \(Appendix A\) Definition and Categories of Academic Staff and Colleagues](#) (UAPPOL)

[Recruitment Policy \(Appendix B\) Definition and Categories of Support Staff](#) (UAPPOL)

[Research and Scholarship Integrity Policy](#) (UAPPOL)

[University Animal Policy and Welfare Committee](#) (University of Alberta)