



IACUC SOP:	Reporting Animal Welfare Concerns	
SOP #111.00	IACUC Approval: 10/1/2021	IO Approval: 6/3/2022

Purpose:

Texas A&M University- San Antonio promotes the highest standards of animal care and use and are committed to the humane and responsible treatment of all animals being used for research, testing, or education following the standards laid out in SOP's 101.00 and 102.00.

Scope:

This SOP applies to all animal care and use subject to oversight by Texas A&M University- San Antonio.

Responsibilities:

All personnel have the ethical and legal responsibility to report animal welfare concerns to the IACUC. The IACUC expects all staff, investigators, and students to follow approved protocol at all times.

Procedure:

Any observed or suspected animal abuse, mistreatment, or non-compliance with federal, state, or local regulations or non-compliance with an approved protocol, must be reported to the proper personnel. Inappropriate care and use of live vertebrate animals may include inhumane treatment, neglect, or unapproved procedures.

Anyone concerned with an animal's welfare or is aware of non-compliance with policies, rules, regulations, and laws regarding animal care and use for research, teaching, or testing may contact a member of the IACUC, the Attending Veterinarian, Institutional Official, or the Office of Research. Reports should include (if known) names of personnel involved, principal investigator, who else witnessed the incident, protocol number, location of incident, date and time the incident occurred, and description of what was observed with as much detail as possible.

If you notice imminent or immediate threat to animal welfare, please contact the Attending Veterinarian or designee for prompt action. Members of the IACUC or the Attending Veterinarian will forward the information to the Office of Research Compliance, and the SOP "Investigations of alleged noncompliance and animal concerns" will be followed.

Personnel may report the observed concern to their immediate supervisor or confidentially report to any of the contacts listed below or found on the Reporting Animal Welfare Concerns poster in the vivarium (See Page 2). Reports may be presented on the form (See Page 3) or via phone call or email. Reporter may choose to remain anonymous.

In all cases, anonymity and confidentiality will be maintained to the limits allowed by law. The Animal Welfare Act provides that "No facility employee, Committee member, or laboratory personnel shall be discriminated against or be subject to any reprisal for reporting violations of any regulations or standards under the Act." (9 CFR § 2.32(c)(4)). Furthermore, Texas S&A University- SA's SOP prohibits any discriminatory or retaliatory action against employees who report such violations.

Federal regulations require IACUC to investigate reports of suspected animal abuse, mistreatment or non-compliance.

History: Version 01 - Initial approval – 10/15/19; Revised and approved 10/1/21; IO Approved 6/3/2022



INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

If you observe or suspect animal abuse, mistreatment, or non-compliance with federal, and state laws regarding animal care and use for research, teaching, or testing with an approved protocol, you may contact a member of the IACUC, or any of the following personnel

IACUC Chair: Dr. Chris Mares/ 210-784-2265

Director, Office of Research Compliance: Dr. Rani Muthukrishnan / 210-784-1223

Institutional Official: Dr. Vijay Golla/ 210-784-1215

Inappropriate care and use of live vertebrate animals may include inhumane treatment, neglect, or unapproved procedures. **If there is an immediate threat to animal welfare, you can also contact the Attending Veterinarian or designee for immediate action.**

Attending Veterinarian: Dr. Jim Elliott/ 210-784-1223

Members of the IACUC or the Attending Veterinarian will forward the information to the Office of Research Compliance, and the SOP "Investigations of alleged noncompliance and animal concerns" will be followed. Regulations require IACUC to investigate reports of suspected animal abuse, mistreatment or non-compliance. The IACUC expects all staff, investigators, and students to follow approved protocol at all times.

In all cases, anonymity and confidentiality will be maintained to the limits allowed by law. The Animal Welfare Act provides that "No facility employee, Committee member, or laboratory personnel shall be discriminated against or be subject to any reprisal for reporting violations of any regulations or standards under the Act." (9 CFR § 2.32(c)(4)). Furthermore, institution's SOP prohibit any discriminatory or retaliatory action against employees who report such violations.

Use the form to submit your concerns or detail (if known) names of personnel involved, principal investigator, who else witnessed the incident, protocol number, location of incident, date and time the incident occurred, and description of what was observed with as much detail as possible. You can also **call IACUC office at 210-784-1223** to report or leave a detailed voice message.



FORM FOR REPORTING ANIMAL WELFARE CONCERNS

Date you observed the incident _____ Species _____

Names of personnel involved _____

Facility and room # where animals are housed _____

If you know the protocol # please provide it here _____

What did you observe? Provide as much details as possible

Did you report to the Investigator? Has it been resolved? Please provide details

Don't fill this section if you want to remain anonymous. Provide information if you want follow up—

Name _____

Phone number _____

Email _____

You may email or print and fill out the form. Send via campus mail to Director, Office of Research Compliance.