

UNIVERSITY OF TEXAS AT ARLINGTON

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

RESPONSIBILITIES SOP

1. The IACUC shall consider the following topics during their review of research proposals
 - A. rationale and purpose of the proposed use of animals
 - B. a clear and concise sequential description of the procedures involving the use of animals that is easily understood by all members of the committee
 - C. availability or appropriateness of the use of less invasive procedures, other species, isolated organ preparation, cell or tissue culture, or computer simulation
 - D. justification of the species and number of animals proposed; whenever possible, the number of animals and experimental group sizes should be statistically justified
 - E. unnecessary duplication of experiments
 - F. nonstandard housing and husbandry requirements
 - G. impact of the proposed procedures on the animals' well-being
 - H. appropriate sedation, analgesia, and anesthesia
 - I. conduct of surgical procedures, including multiple operative procedures
 - J. post-procedural care and observation (e.g., inclusion of post-treatment or postsurgical animal assessment forms)
 - K. description and rationale for anticipated or selected endpoints
 - L. criteria and process for timely intervention, removal of animals from a study, or euthanasia if painful or stressful outcomes are anticipated
 - M. method of euthanasia or disposition of animals, including planning for care of long-lived species after study completion
 - N. adequacy of training and experience of personnel in the procedures used, and roles and responsibilities of the personnel involved
 - O. use of hazardous materials and provision of a safe working environment.

2. The IACUC shall establish and monitor an animal care program that includes:
 - A. Ensuring the transportation, care, and use of animals should be in accordance with the Animal Welfare Act and other applicable Federal laws, guidelines, and policies;
 - B. Ensuring adequate numbers of animal care personnel are present, and that animal users and animal care personnel are qualified to perform their duties;
 - C. Ensuring that facilities and equipment meet the standards of all applicable regulations and policies;
 - D. Providing standards of husbandry and veterinary medical care that meet or exceed regulatory mandates;
 - E. Ensuring that all activities and procedures that involve animals are carried out humanely and that analgesics, anesthetics, and tranquilizing drugs are used to minimize pain and are used in accordance with best practices in veterinary medicine;

- F. Ensuring proper methods of euthanasia, with appropriate guidelines for timely euthanasia to minimize pain and suffering.
3. The IACUC shall ensure that procedures involving animals should be designed and performed with due consideration of their relevance to human or animal health, the advancement of knowledge, or the good of society.
 4. The IACUC shall ensure that the animals selected for a procedure are of an appropriate species and quality and the minimum number required to obtain valid results. Methods such as mathematical models, computer simulation, and in vitro biological systems should be considered.
 5. The IACUC shall ensure proper use of animals, including the avoidance or minimization of discomfort, distress, and pain. Unless the contrary is established, investigators should consider that procedures that cause pain or distress in human beings may cause pain or distress in other animals.
 6. The IACUC will ensure that procedures with animals that may cause more than momentary or slight pain or distress will be performed with appropriate sedation, analgesia, or anesthesia, and that surgical or other painful procedures will not be performed on unanesthetized animals paralyzed by chemical agents.
 7. The IACUC will ensure that animals that would otherwise suffer severe or chronic pain or distress that cannot be relieved will be painlessly killed at the end of the procedure or, if appropriate, during the procedure.
 8. The IACUC shall ensure appropriate care of animals in all stages of their life. Adequate veterinary care must be available at all times for all animal species used by UTA.
 9. The IACUC shall ensure the living conditions of animals will be appropriate for their species and contribute to their health and comfort. The housing, feeding and non-medical care of the animals will be directed by a veterinarian and may include consultation with other scientists trained and experienced in the proper care, handling, and use of the species being maintained or studied.
 10. The IACUC shall ensure that investigators and other personnel are appropriately qualified and experienced for conducting procedures on living animals. Adequate arrangements will be made for their in-service training, including the proper and humane care and use of laboratory animals.
 11. The IACUC shall ensure that no research, testing project, teaching program, or any other study (including field studies) involving animals commence without prior IACUC approval of a written IACUC Protocol Application Form; further, no animals shall be acquired before

such approval. This includes internally funded projects and / or animals used for teaching and / or demonstration.

12. The IACUC shall review the animal care and use components of proposed research projects to ensure that procedures and practices are in compliance with the Guide for Care and Use of Laboratory Animals, Animal Welfare Act, NIH Assurance Statement, AAALAC standards, and any other regulations or policies which apply. When necessary, the IACUC will require further supportive information from the investigator or meet with the investigator to assure that all members of the review committee understand the procedures to be used on the animal. If there is any variance with the guidelines noted above, the IACUC will require justification for the variance on scientific grounds.
13. The IACUC shall perform continuing review of animal research protocols in accordance with PHS and USDA regulations.
14. The IACUC may invite consultants to assist in the review of complex issues. Consultants may not approve or withhold approval of an activity or vote with the IACUC unless they are also members of the IACUC.
15. The IACUC shall notify investigators and the institution in writing of its decision to approve or withhold approval of those activities related to the care and use of animals, or of modifications required to secure IACUC approval. If the IACUC decides to withhold approval of an activity, it shall include in its written notification a statement of the reasons for its decision and give the investigator an opportunity to respond in person or in writing.
16. The IACUC shall ensure that all use of animals has “scientific merit.” In many instances, the Committee will primarily rely on the review process by scientific funding agencies, such as the NIH. However, for those projects that will not be subject to external peer review for scientific merit, the IACUC may require that such be obtained externally; or alternately, the Committee may choose, if qualified, to assess the protocol for scientific merit itself. In such cases, the Committee may invite other UTA scientists knowledgeable in the field of research indicated by the protocol to assist in the internal review.
17. The IACUC will regularly review:
 - A. Its responsibilities to meet changing needs within the institution, the scientific community, and society as a whole and expand its responsibilities, as necessary, to meet the requirements of new regulations and policies;
 - B. The concerns of the public within our own community;
 - C. The security of the animals and research facilities;
 - D. Standard operating procedures;
 - E. Policies and procedures for monitoring animal care and experimental procedures within the institution.

18. The IACUC will maintain liaison with federal and state authorities where applicable.
19. The IACUC will develop and maintain liaison with the public and foster an “open door” policy, as appropriate.
20. The IACUC will sponsor from time to time seminars or workshops on research animal science and the ethics of experimentation.
21. The IACUC shall be responsive to the needs and concerns of the research and animal care community at University of Texas at Arlington and work toward a harmonious relationship with those it serves. At the same time, the Committee must, in all cases, retain its ability to be objective so that it fulfills its responsibilities as the overseer of the animal care and use program.
22. The IACUC shall meet monthly and as often as necessary to fulfill its responsibilities and be satisfied that all animal use within its jurisdiction is in compliance with institutional, municipal, and federal regulations.