UNIVERSITY OF MANITOBA
POLICY

<table>
<thead>
<tr>
<th>Policy:</th>
<th>ANIMAL CARE AND USE</th>
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<tbody>
<tr>
<td>Effective Date:</td>
<td>December 7, 2011</td>
</tr>
<tr>
<td>Revised Date:</td>
<td>July 2, 2013</td>
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<td>Review Date:</td>
<td>December 7, 2021</td>
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<td>Approving Body:</td>
<td>Senate</td>
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<td>Authority:</td>
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<tr>
<td>Responsible Executive Officer:</td>
<td>Vice-President (Research and International), Vice-President (Administration), Vice-President (Academic) and Provost</td>
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<tr>
<td>Delegate:</td>
<td>Associate Vice-President (Research)</td>
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<td>Contact:</td>
<td>Associate Vice-President (Research)</td>
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<td>Application:</td>
<td>Faculty/School Councils, Student and other trainees, External Parties, Employees [All employees who use animals in research, teaching and/or testing]</td>
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Part I
Reason for Policy

1.1 To affirm the University of Manitoba's commitment to maintaining high standards of animal care and use in animal-based research, teaching or testing, and to set out the principles under which animal care and use will be governed at the University of Manitoba.

1.2 To ensure adherence to the Applicable Requirements, as hereinafter set out, including without limitation to the policies and guidelines of the Canadian Council on Animal Care.

Part II
Policy Content

Definitions

2.1 The following terms have the following defined meaning for the purpose of this Policy and its Procedures:
(a) **Affiliated Entity** means organizations which have formal agreements with the University to conduct collaborative research;

(b) **Animal** means living vertebrates and cephalopods;

(c) **Animal User** means any person affiliated with the University who uses Animals in research, teaching, or testing at the University or elsewhere; and, any organization or person, not necessarily affiliated with the University, using Animals in research, teaching, or testing while on University premises or using University Facilities, equipment or resources;

(d) **Applicable Requirements** means in relation to the care and use of Animals, any government legislation and/or regulations; professional and ethical codes; guidelines and standards to which the University adheres, including, among others, guidelines, standards and/or regulations by, or of:

   (i) the CCAC;

   (ii) the Canadian Association of Laboratory Medicine;

   (iii) the Canadian Veterinary Medical Association;

   (iv) the Manitoba Veterinary Medical Association;

   (v) the University Animal Care Committee (the "ACC"); and

   (vi) the Committee on Animal Care (the "CAC").

(e) **CCAC** means the Canadian Council on Animal Care;

(f) **Facility** means a facility in which Animals are used by Animal Users where such facilities are owned and/or operated by either the University or an Affiliated Entity;

(g) **Protocol** means the "Animal Use Protocol Form (Research/Teaching/Testing)", which is submitted by an Animal User for consideration by the ACC, and contains a detailed description of the rationale of the study, describes the treatments and procedures to be performed on live Animals, and the experience and training of the Animal User;

(h) **University Facility** means a facility in which Animals are used by Animal Users where such facilities are owned and/or operated by the University;

(i) **Veterinary Services Staff** means individuals reporting to the Director, Animal Care and Use Program, who normally include, Clinical
Veterinarians, Animal Health Technician Practitioners, Laboratory Animal Training Co-ordinator and Technicians;

2.2 Any references in the singular form shall be deemed to include the plural form where the meaning of a section so requires. In addition, any references to legislation/policies/regulations/guidelines, documents, committees or organizations shall be deemed to include successor or substitute forms of legislation/policies/regulations/guidelines, documents, committees or organization.

Policy Statements Under Which Use Will be Governed

2.3 The use of Animals in research, teaching or testing is a privilege and can be undertaken only when a justifiable need is established by the Animal User to the ACC.

2.4 All care and use of Animals must follow Applicable Requirements.

2.5 Implementing and adhering to Applicable Requirements concerning the proper care and use of Animals in research, teaching or testing is an institutional responsibility shared by University Administration, including central, faculty and departmental administration; specially appointed committees; the Director, Animal Care and Use Program ("DACUP"); Veterinary Services Staff, Directors of Facilities; and Animal Users.

2.6 Before a project involving the use of Animals for research, teaching or testing is initiated or Animals are acquired, a Protocol must be submitted by the Animal User for approval by the appropriate ACC.

2.7 To ensure Animal Users are competent and thoroughly familiar with the Applicable Requirements, they must participate in education and training provided and stipulated by the University.

2.8 The University considers improper care and use of Animals in research, teaching or testing to be a serious offence, subject to severe penalties, including but not limited to, the withdrawal of Animal use privileges and/or disciplinary action.

2.9 To give effect to this policy, the University shall establish procedures and committees.

Part III
Accountability

3.1 The Office of Legal Counsel is responsible for advising the Responsible Executive Officers that a formal review of this Policy is required.
3.2 The Vice-President (Research and International), Vice-President (Administration), Vice-President (Academic) and Provost are responsible for the implementation, administration and review of this Policy. Such responsibility is hereby delegated to the Associate Vice-President (Research).

3.3 Faculty/School Councils, Student and other trainees, External Parties, and Employees [All employees who use animals in research, teaching and/or testing] are responsible for complying with this Policy.

Part IV
Authority to Approve Procedures

4.1 The Vice-President (Research and International), in consultation with the Senate Committee on University Research, may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V
Review

5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is December 7, 2021.

5.2 In the interim, this Policy may be revised or repealed if:

(a) the Responsible Executive Officers or Approving Body deems it necessary or desirable to do so;

(b) the Policy is no longer legislatively or statutorily compliant; and/or

(c) the Policy is now in conflict with another Governing Document.

5.3 If this Policy, is revised or repealed, all Secondary Documents will be reviewed as soon as reasonably possible in order to ensure that they:

(a) comply with the revised Policy; or

(b) are in turn repealed.

Part VI
Effect on Previous Statements

6.1 This Policy supersedes all of the following:

(a) Care and Use of Animals, revised December 3, 2008 (previous version revised June 2, 1999);
(b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and

(c) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:

(a) Animal Care and Use Procedure