 <b>ROSS UNIVERSITY</b> SCHOOL OF VETERINARY MEDICINE	<b>Reporting and Investigating Animal Welfare Concerns. Pol.007</b>	Issued	May 2013
		Revised	Sept 2020
		Authority	IACUC

**I. Purpose**


Ross University School of Veterinary Medicine (RUSVM) expects all of its animal facilities and programs to maintain the highest standards of animal care and use, and conform to applicable local and U.S. federal laws, regulations, policies and guidelines. Safeguarding animal welfare is the responsibility of every individual associated with the Institutional Animal Care and Use Program. In accordance with the Guide for the Care and Use of Laboratory Animals, the Institutional Official (IO) and the Institutional Animal and Care Committee (IACUC) at RUSVM are responsible for review and investigation of animal welfare concerns. Response to such reports include communication of findings to the concerned colleague(s) and student(s) unless such concerns are reported anonymously; corrective actions if deemed necessary; and a report to the IO of the issue, findings, and actions taken. Reported concerns and any corrective actions taken are documented.

**II. Scope/Responsibility**

This policy applies to all colleagues and students of RUSVM and any concerned member of the St. Kitts community.

**III. Procedure**

1. The Whistle Blowing Policy should be posted by the Principal Investigator (PI)/Course Coordinator in all facilities where animals are used for research or teaching.
2. Any individual may confidentially report their concerns to:
  - a. Institutional Animal Care and Use Committee (IACUC) [Chair or any member of the committee]
  - b. The University's Institutional Official (IO)
  - c. The Attending Veterinarian (AV)
3. The report is documented by whoever receives the report and within 24 hours of receiving the report, the IACUC chair is informed.
4. IACUC chair actions
  - a. If necessary, the IACUC Chair or AV will immediately initiate an investigation.
  - b. If the health of an animal is in jeopardy, the AV is authorized to stop a procedure.
  - c. Contacting the PI directly may resolve the concern immediately and rule out any misunderstandings.

 <b>ROSS UNIVERSITY</b> SCHOOL OF VETERINARY MEDICINE	<b>Reporting and Investigating Animal Welfare Concerns</b>	Issued	May 2013
		Revised	Sept 2020
		Authority	IACUC

5. Investigations
  - a. The investigators will collect information in a fair and professional manner and all involved persons equally consulted.
  - b. The “whistle blower” is not a participant of the investigation team. The “whistle blower” serves as a witness.
  - c. All information obtained during the investigation is then presented to the IACUC at a regular meeting. In an emergency an immediate meeting may be called.
6. The IACUC will make suggestions to resolving the animal welfare concern.
7. The IACUC, through the Chair, will present the outcome to the IO.
8. This policy is in agreement with nondiscrimination against the concerned/reporting party, and protection from reprisals. Federal Requirements Regarding the Reporting of Animal Care and Use Concerns: USDA – Animal Welfare Act (9 CFR) Ch1 Part 2 - Subpart C 2.32:

***No facility colleague, Committee members, or laboratory personnel shall be discriminated against or be subject to any reprisal for reporting violations or standards under the Act.***

**IV. Review**

This SOP is subject to annual review.

**Policy Approval:**

\_\_\_\_\_

**Signed**

\_\_\_\_\_

**Date**