

15.99.07.X1 | Use of Vertebrate Animals in Research, Teaching, and Testing

Approved: February 24, 2015

Revised: September 30, 2015

Next Scheduled Review: September 30, 2020

RULE STATEMENT

In accordance with the Texas A&M University System (A&M System) Regulation 15.99.07, *Use of Vertebrate Animals*, Texas A&M AgriLife Extension Service (AgriLife Extension) will comply with all applicable federal and state laws, policies, regulations, and guidelines relating to the humane and ethical care and use of animals in research, teaching, and testing. AgriLife Extension is committed to providing humane care and treatment for all vertebrate animals used in research, teaching, and testing conducted by the agency—including cooperative research—regardless of the source of funding or whether or not the research is sponsored.

REASON FOR RULE

This rule is required by the A&M System Regulation 15.99.07 and is developed, because the agency is dedicated to ensure that all animals used in research to better understand the biological and ecological processes, in which animals that contribute to society's betterment are treated with the highest of ethical standards. Furthermore, the agency is dedicated to compliance with all federal and state laws, policies, regulations, and guidelines relating to the humane and ethical care and use of vertebrate animals in research, teaching, and testing. Additionally, this document establishes formal procedures and guidelines to ensure humane care and use of vertebrate animals in agency research as well as cooperative research.

PROCEDURES AND RESPONSIBILITIES

1.0 GENERAL

- 1.1 In accordance with A&M System Regulation 15.99.07 *Use of Vertebrate Animals*, AgriLife Extension will comply with all applicable federal and state laws, policies, regulations and guidelines including the Animal Welfare Act, the *Guide for the Care and Use of Laboratory Animals* (The Guide), and the *Guide for the Care and Use of Agriculture Animals in Research and Teaching* (The Ag Guide).
- 1.2 Texas A&M AgriLife (AgriLife) Risk and Compliance is the responsible office for compliance associated with AgriLife Extension awards, and will closely coordinate with the Texas A&M University (TAMU) Office of Research Compliance and Biosafety, TAMU Sponsored Research Services (SRS), the principal investigator (PI), and other appropriate parties in the coordination of TAMU Institutional Animal Care and Use Committee (IACUC) or Agricultural Animal Care and Use Committee (AACUC) approval.
- 1.3 All faculty, staff, and students using vertebrate animals—regardless of funding—must obtain approval from the TAMU IACUC if the activities are occurring in Brazos or Burleson County, or through the AgriLife AACUC if the activities are occurring outside Brazos or Burleson County prior to the initiation of work, or approval from another institution's IACUC if an agreement exists.
- 1.4 SRS is responsible for sponsored research administration for AgriLife Extension, and will notify AgriLife Risk and Compliance of all compliance issues for AgriLife Extension involving the use of vertebrate animals in research, teaching and testing.

2.0 INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

The TAMU IACUC shall be appointed, structured, and shall perform duties and functions as outlined in TAMU Procedure 15.03.99.M0.01, *Use of Animals in Research, Teaching, and Testing*, and in accordance with the fully executed Memorandum of Agreement between AgriLife Extension and TAMU.

3.0 AGRICULTURE ANIMAL CARE AND USE COMMITTEE (AACUC)

3.1 The AgriLife AACUC shall be appointed, structured, and shall perform duties and functions as outlined in the AACUC Bylaws.

3.2 The AACUC shall be appointed by and report directly to the Institutional Official (IO).

3.3 The IO responsible for oversight of the AgriLife AACUC shall be the Director or Responsible Administrative Official of the agency.

4.0 PROCEDURES FOR REVIEW AND APPROVAL

4.1 TAMU IACUC—On-Campus Review of Vertebrate Animal Use Procedures

- A. All research conducted under AgriLife Extension—including cooperative research—involving the use of vertebrate animals must be both reviewed and approved by the TAMU IACUC. For more information regarding the approval process, please refer to the [TAMU Office of Research Compliance and Biosafety Web site](#).
- C. Responsibility for ensuring that all research involving the use of vertebrate animals is submitted to the TAMU IACUC for review and approval lies with both the PI and unit/department head, in coordination with SRS and AgriLife Risk and Compliance.
- D. Policies and procedures for criteria, review, and approval by the TAMU IACUC for research, teaching, and testing involving the use of vertebrate animals will be conducted in accordance with TAMU Procedure 15.03.99.M0.01

4.2 AgriLife AACUC—Off-Campus Review of Vertebrate Animal Use Procedures

- A. All research conducted under AgriLife Extension—including cooperative research—involving the use of vertebrate animals must be both reviewed and approved by the AgriLife AACUC if the work will be conducted at a location outside of Brazos or Burleson County, or approved by another institution's IACUC if an agreement exists.
- B. The AgriLife AACUC Animal Use Protocol (AUP) application must be completed in Word format and emailed to aganimal@ag.tamu.edu. This application can be found on the [AgriLife Risk and Compliance Web site](#).
- C. AUP applications will be sent to two voting members of the AACUC—known as designated reviewers—to provide comments, request modifications if needed, and approve or disapprove the AUP.
- D. During the review period, all voting members of the AACUC will have the opportunity to review, make comments, and call an AUP to a full committee vote at any point. If called to a full committee vote, a majority of voting members must decide on a decision of approving, disapproving, or requesting modifications to a protocol.
- E. AUPs will be approved for a period of three years. The AACUC will conduct continuing reviews not less than annually for any AUPs that include research, teaching, or testing of animals that are considered a USDA covered species.
- F. Request for minor changes to an approved AUP including but not limited to addition or deletion of personnel, minor changes in procedures, changes in doses or administration protocols of

anesthetics, analgesics, or other drugs, or minor increase in animal numbers, will be done via a completed AACUC AUP amendment form in Word format and emailed to aganimal@ag.tamu.edu. This form is located on the [AgriLife Risk and Compliance Web site](#).

5.0 COMPLIANCE

Reports and allegations of noncompliance with applicable laws, policies, regulations, rules, and procedures may be submitted to the Assistant Director for Risk and Compliance at AgriLife Administrative Services, the TAMU Animal Welfare Program at the TAMU Office of Research Compliance and Biosafety, or via the A&M System Risk, Fraud, and Misconduct Hotline.

6.0 TRAINING

- 6.1 All personnel involved in the care, treatment, and use of vertebrate animals in research, teaching, and testing, or any individual listed on an AUP are required to complete mandatory training once.
- 6.2 The basic course "Working with the IACUC" must be completed within the CITI (Collaborative Institutional Training Initiative) Web-based training site to meet the mandatory training requirement of the IACUC and AACUC. Individuals must complete the course with at least an 80% accuracy rate.
- 6.3 Training records will be verified by the IACUC or AACUC before an AUP approval is granted.

7.0 INSPECTIONS

Site inspections will be completed no less than twice a year in accordance with the Guide and the Ag Guide.

8.0 RECORDKEEPING

Records will be kept in accordance with TAMU Procedure 15.03.99.M0.01, *Use of Animals in Teaching, Research, and Testing* and AgriLife Extension Procedure 61.99.01.X1.01, *Retention of State Records*.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

The Animal Welfare Act (7 USC, 2131-2156) and amendments to the Animal Welfare Regulations (9 CFR Chapter 1)
Public Health Service Policy on Humane Care and Use of Laboratory Animals (National Institutes of Health)
Health Research Extension Act of 1985
U.S Government Principles for the Utilization and Care of Vertebrate Animals used in Testing, Research, and Training
The Guide for the Care and Use of Laboratory Animals
Guide for the Care and Use of Agriculture Animals in Research and Testing
United States Department of Agriculture Animal Care Policies
A&M System Regulation 15.99.07, *Use of Vertebrate Animals*
TAMU Procedure 15.03.99.M0.01, *Use of Animals in Teaching, Research, and Testing*
AgriLife Extension Procedure 61.99.01.X.01, *Retention of State Records*

DEFINITIONS

Agriculture Animal Care and Use Committee (AACUC)—An administrative body appointed by and reporting to the Institutional Official in accordance with 9 CFR Chapter 1, Subchapter C, Part 2.31, . P.L. 99-158, and the Health Research Extension Act of 1985. This committee was established to evaluate, oversee, and authorize use of animals within The Texas A&M University System at locations outside of Brazos and Burleson Counties.

Institutional Animal Care and Use Committee (IACUC)—An administrative body appointed by and reporting to the Institutional Official in accordance with 9 CFR Chapter 1, Subchapter C, Part 2.31, . P.L. 99-158, and the Health Research Extension Act of 1985. The IACUC represents the Texas A&M University IACUC that is under the oversight of the Vice President for Research for the purposes of this Procedure.

Institutional Official (IO)—The individual who bears ultimate responsibility for the Animal Care and Use Program, and is responsible for resource planning and ensuring alignment of program goals with the agencies mission. The Director of AgriLife Research is the agencies' Institutional Official for the purposes of this Procedure.

Use of animals—Any activity involving vertebrate animals in which the natural life cycle or movements of the animals is perturbed.

CONTACT OFFICE

For questions, contact AgriLife Risk and Compliance at 979-845-4789.