

1. PURPOSE

This plan is intended to prepare Sam Houston State University (SHSU) faculty and staff for a threat or crisis involving SHSU laboratory animal care and use programs. The plan sets forth a strategy for response should a crisis occur.

2. REVIEW

This policy and procedure will be reviewed as needed (AN) by the University IACUC's Attending Veterinarian and the Institutional Animal Care and Use Committee (IACUC) with recommendations for revision presented to the Associate Vice President for Research.

3. POLICY/PROCEDURE

Responsible and sound animal care and use programs, properly communicated, reduce the risk, but do not eliminate the potential, for a crisis involving animal care and use.

The use of animals is essential to teaching and research in a research institution. At the same time, the use of animals carries an obligation for appropriate care and use. Therefore, each staff member, student, faculty member, and research investigator is directly responsible to promote and protect animal welfare within the instructional and research programs of the University. This responsibility should be conveyed by example and extends to the education of future employees of the academic community.

All faculty members should be aware of University policies and procedures regarding the use of animals. These policies and procedures for animal use in biological, agricultural, and chemically-related research endeavors are located on the SHSU IACUC website within the Office of Research and Sponsored Programs (ORSP). This document is available from the ORSP's Research Compliance Administrator (RCA). Department chairs should be certain that all faculty members using animals in biological or agricultural teaching, testing, or research have a copy of the policies and procedures described. Likewise, if staff are involved with the care and use of animals, their faculty supervisor should make certain they are informed of the IACUC policies.

It is especially important to be responsive to concerns raised about animal care and use within the University. All such concerns expressed by faculty, staff, students, or the public should be responded to and reported to the University's IACUC Chair of the SHSU Institutional Animal Care and Use Committee.

All persons using animal facilities are responsible for security in those facilities. Doors are to be locked during off duty hours. Any person not recognized as having legitimate business in an animal facility should be challenged. University Police should be called if there is any problem regarding unauthorized presence in an animal facility.

All tours of the biological/agricultural/chemical use animal facilities must be approved by the University's IACUC Chair or by the dean or department chair in charge.

All contacts with the media that relate to the SHSU biological/agricultural/chemical animal care and use program should be reported to the Associate Vice President for Research and to the University's IACUC Chair or his or her designee.

3.01 PRE-CRISIS PREPARATION:

The RCA will assemble the following documents and provide them to the responsible Deans, the Associate Vice President for Research, the Environmental Health, Safety & Risk Management Office (EHS&RM), the IACUC Chair, and the IACUC Attending Veterinarian:

- a. Policy and Procedures Statement on Laboratory Animal Welfare at SHSU
- b. The document "U.S. Government Principles on the Utilization and Care of Vertebrate Animals Used in Testing, Research, and Training" [located on the [SHSU IACUC website](#)]
- c. The FEMA Emergency Contacts for the various animal labs across SHSU campus [also on [SHSU IACUC website](#)]

3.02 CRISIS RESPONSE:

In the event a crisis (break-in, vandalism in animal facilities, demonstrations, exaggerated response, or report by a naïve person) occurs, the University IACUC's Attending Veterinarian, the IACUC Chair, the Associate Vice

President for Research, the RCA, the SHSU EHS&RM Offices, the University Police, and University Relations should be notified immediately.

Statements to the media are, to the extent possible to be first approved by the Associate Vice President for Research and, if this individual is not available, and it seems advantageous to make a timely statement for the media, such statements may be approved by the University IACUC Attending Veterinarian, the IACUC Chair, or the deans of colleges using animals in teaching or research.

APPROVED: _____ < signed >
Dana G. Hoyt, President

DATE: _____ 6/17/15

CERTIFICATION STATEMENT

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original:	April 10, 2014	Review Cycle:	April 1, ENY*
Reviewer(s):	Council of Academic Deans	Review Date:	April 1, 2018
	Faculty Senate		
	Academic Affairs Council		

Approved: _____ < signed > _____ Date: _____ 6/18/15
Jaimie L. Hebert
Provost and Vice President
for Academic Affairs

***ENY = Even Numbered Year**