

Policy Title	Experimental animal care and use policy
Responsible AIU Office (Higher Management/Directorate)	Office of the VP for Research Affairs
Policy Owner (Executive Department/Office)	Office of the VP for Research Affairs Animal Unit Principle Investigators Faculty deans
Pertinent Dates	[Dates the policy was created, expired, revised, approved, and became effective.]

I. SCOPE OF POLICY

This policy applies to sponsored and unsponsored activities involving animal care and use when using Alamein International University (AIU) facilities or equipment or when conducted by, or on the behalf of, University employees, students, affiliates, volunteers, or visitors.

II. DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.

Animal	Any living non-human vertebrate and any living invertebrate of the class of cephalopoda, including free-living and reproducing larval forms, used for research, teaching, or testing purposes by AIU staff or trainees.
Principal Investigator (PI)	A member of the academic staff who is responsible for the design, conduct, supervision and oversight of the care and use of animals in research, teaching or testing as described in an approved animal use protocol.
Animal Unit	Animal facility established and operated by AIU as ongoing administrative unit to provide veterinary and animal care staff, infrastructure, training, oversight and other resources to support the use of animals in research, teaching and testing by University staff and trainees.

III. POLICY STATEMENT

The use of vertebrate animals in research and academic activities is critical to Alamein International University (AIU). Therefore, the University is committed to the ethical use and humane care of animals and following the national and international guidance, rules, and regulations set forth by accredited agencies regarding their use and care.

Purpose

- To promote the highest standards of practice in research, teaching and testing involving animals.
- To establish the nature of these standards and address instances when these standards have not been met.

IV. RESPONSIBILITIES

VP for research affairs

AIU president has appointed the Vice President for Research affairs as the Institutional Official (IO) to meet its obligations for laws and regulations involving research and academic activities for vertebrate animal care and use.

The university has established an Animal Care and Use Committee (AIU-ACUC) to assess and review the university's animal program, facilities, and procedures. The IO has delegated certain responsibilities to the AIU-ACUC to ensure compliance with these requirements. The IO appoints the AIU-ACUC members annually to ensure appropriate composition and representation.

Animal Care and Use Committee (AIU-ACUC)

The AIU-ACUC has the following authority and responsibilities:

1. Provide AIU-accredited guidelines and procedures.
2. Review annually the institution's program for humane care and use of animals and inspection semiannually all of the institution's animal facilities.
3. Provide information and services to investigators regarding requirements and procedures necessary to achieve a level of animal care and use that meets or exceeds contemporary professional standards and accredited regulations.
4. Interpret applicable laws, regulations, policies and guidelines concerning the utilization of animals in research and teaching activities.
5. Review concerns or complaints reported by faculty, staff, students, or members of the general public about the care and use of animals at the institution.
6. Make written recommendations to the VP for Research affairs regarding any aspect of the institution's animal care and use program, facilities, or personnel training.
7. Review, approve, require modifications in (to secure approval), or withholding approval of proposed significant changes regarding the use of animals in ongoing activities as required by applicable laws, regulations, and policies. Notifying investigators in writing of decisions to approve or withhold approval of the protocol applications related to the care and use of animals, or of modifications required to secure AIU-ACUC approval.
8. Should the AIU-ACUC disapprove or terminate a research project, the investigator may request to present more information either in person or in writing to the AIU-ACUC, explaining why they believe the project should be approved or continued. However, a final AIU-ACUC decision to require modifications in, disapprove, suspend or terminate a project is incontrovertible. No other committee or official can override the AIU-ACUC's decision. Further, no committee or person can approve an investigator to conduct any research that the AIU-ACUC has not approved.
9. Suspend or terminate, as may be required, any activity involving animals that is not in compliance with applicable laws, regulations, and policies.

10. Report suspended or terminated activities or continuing major animal welfare deficiencies to appropriate authorities.
11. Provide or sponsor seminars and training programs on topics of appropriate animal utilization and care.
12. Provide or ensure the provision of veterinary care services to University animals.
13. Coordinate and ensure with the attending veterinarian appropriate monitoring programs are implemented to detect and treat ill animals.

Animal Unit

1. Protect experimental animals used for experimental or other scientific purposes, to administer the animal house within the regulations on establishment, practice, inspection, procedures and principles of experimental animal production site and laboratories to carry out the experiments and other relative legislation provisions.
2. Do research, publications, and application activities on about experimental animals to provide an insight to scientific research.
3. Train and support technical staff on activity areas of the Unit, and organize trainings, seminars and similar activities for this purpose,
4. Create archives of every kind about the area of activity.

Principal Investigator (PI)

The Principal Investigator serves as the lead person with responsibility and authority over activities involving vertebrate animals and has the responsibility to:

1. Adhere to University policy and programs for animal care and use;
2. Sufficiently complete and submit applicable forms to the AIU-ACUC for activities requiring review;
3. Abstain from performing activities requiring AIU-ACUC approval where approval is not granted;
4. Ensure activities under their direction adhere to the scope and procedures approved by the AIU-ACUC; and
5. Communicate risks associated with the activity to individuals with potential exposure to any associated hazards.

Faculty Dean: responsible for revision and preliminary approval of study plans that includes animal demonstrations and treatments before further approval by AIU-ACUC.

V. POLICY STANDARDS AND PROCEDURES

Alamein International University adopts and ensures that the following principles are adhered to:

1. The transportation, care, and use of animals shall be in accordance with the AIU-accredited guidelines, policies, and procedures.
2. 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.
3. The animals selected for a procedure should be 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.
4. Proper use of animals, including the avoidance or minimization of discomfort, distress, and pain when consistent with sound scientific practices, is imperative. 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.

5. Procedures with animals that may cause more than momentary or slight pain or distress should be performed with appropriate sedation, analgesia, or anesthesia. Surgical or other painful procedures should not be performed on unanesthetized animals paralyzed by chemical agents.
6. Animals that would otherwise suffer severe or chronic pain or distress that cannot be relieved should be painlessly euthanized at the end of the procedure or, if appropriate, during the procedure.
7. The living conditions of animals should be appropriate for the species and contribute to their health and comfort. Normally, the housing, feeding, and care of all animals used for biomedical purposes must be directed by a veterinarian or other scientist trained and experienced in the proper care, handling, and use of the species being maintained or studied. In any case, veterinary care shall be provided as indicated.
8. Investigators and other personnel shall be appropriately qualified and experienced for conducting procedures on living animals. Adequate arrangements shall be made for their in-service training, including the proper and humane care and use of laboratory animals.
9. Where exceptions are required in relation to the provision of these Principles, the decisions should not rest with the investigators directly concerned but should be made, with due regard to Principle II, by an appropriate review group such as an institutional animal care and use committee. Such exceptions should not be made solely for the purpose of teaching or demonstration.

VI. FORMS/INSTRUCTIONS (if applicable)

Animal study plan for research
 Animal study plan for education
 Current accredited guidelines for animal care and use

VII. APPENDICES (if applicable)

NA

VIII. RELATED POLICIES

Experimental animal units will adhere to all University policies related to their activities, including policies governing research ethics and integrity, intellectual property, graduate research, research data management, research integrity, research contracts and consulting.

IX. CONTACT INFORMATION

- Office of the VP for Research Affairs
- AIU Faculty deans

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Approved by:	Name	Date	Sig.