

University of Notre Dame Institutional Animal Care and Use Committee (IACUC) Policy	
Title: Animal Welfare Concern	
Effective Date: 7/20/24	Last Revised Date: 7/20/24

I. Purpose

All members of the University's animal care and use program are responsible for safeguarding the welfare of animals in the program. Animal welfare concerns must be reported and investigated, and all employees within the program should be aware of the mechanisms for reporting such concerns.

II. Definitions

Animal Welfare Concern: Any circumstance or incident involving the mistreatment of animals that may adversely impact on their health and welfare. Reportable animal welfare concerns may also involve noncompliance with regulatory requirements or University IACUC policies.

III. Policy

1. Reporting

- a. Reports may be submitted to or through any of the following:
 - i. Attending Veterinarian/Freimann Life Science Center Director
Iris Bolton, DVM, DACLAM
Campus Mail: Iris Bolton, 400 Freimann Life Science Center
E-mail: ibolton@nd.edu
Phone: (574) 631-5393
 - ii. Institutional Official
Dr. Jeffrey Rhoads
Campus mail: Dr. Jeffrey Rhoads, 317 Main Building
E-mail: jrhoads2@nd.edu
 - iii. IACUC Chair
Email: IACUCChair@nd.edu
 - iv. Campus Integrity Reporting Line
Phone: (800) 688-9918

Site: <https://www.compliance-helpline.com/NotreDame.jsp>

- b. Reports should contain as much relevant information as possible, including:
 - i. Species of animal involved
 - ii. IACUC Protocol ID
 - iii. Principal Investigator
 - iv. Date and time of the incident
 - v. Information detailing the animal welfare concern
 - c. Reports should be submitted promptly for timely assessment of any risk to animal welfare.
 - d. Reports may be submitted verbally (in person or by phone) or in writing.
 - e. Reports may be submitted anonymously.
 - f. The identity of any person making a report will remain confidential and only be known to those responsible for review of the report.
 - g. Information contained in a report will remain confidential to the extent possible, but in some cases, information may be shared with others when required for appropriate care of animals.
 - h. Individuals providing reports of animal welfare concerns are protected from retaliation under the University's Non-retaliation Policy.
2. Review of Report
- a. The Attending Veterinarian will be provided with any report that is submitted promptly to determine if immediate action is necessary to address an urgent animal welfare concern.
 - b. The IACUC Chair will review any report in consultation with the Attending Veterinarian and decide if the report shall be scheduled for review by the IACUC.
 - c. The IACUC Chair may determine that a review of the report by the IACUC is necessary, either in an emergency IACUC meeting or during a regular monthly IACUC meeting.
 - d. The IACUC may request additional information from a Principal Investigator regarding an animal welfare report, request modifications to research activities, or suspend an approved IACUC protocol.
 - e. If an approved IACUC protocol is suspended, the Principal Investigator, Attending Veterinarian, and Institutional Official will be informed promptly of the decision.
 - f. At all times, any serious or continuing noncompliance with the PHS Policy or the Animal Welfare Act will be reported to the appropriate regulatory agencies.

IV. References

1. Public Health Service (PHS) Policy IV.A.3.
2. Guide for the Care and Use of Laboratory Animals, 8th ed., p. 23.