



VANCOUVER ISLAND UNIVERSITY

ANIMAL CARE COMMITTEE Policy ACC-008 - Extension of Animal Use Protocols

Purpose

1. The purpose of this policy is to outline a process that is consistent and transparent for extending Animal Use Protocols (AUP) when deemed necessary for short periods of time.

SCOPE

2. Under special circumstances, protocols about to expire can be extended for a single three-month period. Special circumstances occur when:
 - a) a renewal has been submitted and is under review, but the protocol will expire while waiting for the review; or,
 - b) a protocol is coming to an end, but a short period of time is still required for completion of the project.

RESPONSIBILITY

3. It is the responsibility of the Principal Investigator (PI) to ensure that all animal use or animals housed at VIU are covered under an approved AUP.

POLICY STATEMENTS

4. For requests of short extensions of renewals to account for unusual submission or review delays, the ACC may approve up to a three-month extension, provided the protocol or renewal has already been submitted to the ACC.
5. For requests that do not meet the criteria outlined in 4 above, the merits of the request will be reviewed by the Chair, University Veterinarian and Animal Care Officer on a case by case basis. Any decision made by this group will be ratified at the next meeting of the ACC. No more than one three-month extension can be granted.
6. AUP holders must not rely on this extension policy as a regular means to renew their protocols. Extensions will only be granted in circumstances as outlined above, but will not be granted to PIs who seek an extension due to inadequate planning.