

**Animal Use Summary Protocol Form**

**Appendix 1c - Specific Wildlife Experiments**

Office of Research – Research Ethics Unit – GM 900 – 514-848-2424 ext. 2425 – oor.ethics@concordia.ca – www.concordia.ca/offices/oor.html

*Please submit one copy per experiment that you are planning to conduct. This appendix can be submitted for review at any time – with new submissions, with renewals or as an amendment to add a new experiment to an existing protocol.*

*If you intend to conduct a pilot study before undertaking a full-scale experiment, please describe the pilot study on this form. When the pilot study is complete, please submit the results, as well as an appendix describing the full-scale experiment for review.*

**1. Basic Information**

Study Title:

Principal Investigator:

Department:

Protocol Number (if assigned; e.g. 30000123)

**To be used by the office of research only**

Experiment Number:

Type of project: ❑ Research ❑ Teaching ❑ Testing ❑ Management

Expected date of

1. Commencement:
2. Conclusion:

Location: Where will the study take place? (Name the closest town and whether the study will occur in the field or laboratory)

**2. Experimental Procedures**

a) Please describe the animals required for the experiment in the table below:

*In the Source column, please indicate how the animals are obtained (for example, commercial supplier, donated, wildlife/field studies, Concordia colony, purchased or other), and wherever possible, the name, address, and phone number of the supplier.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quantity** | **Species/Strain** | **Weight/Age** | **Gender** | **Source** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

b) Please provide rationale for the choice of species.

c) Please describe each procedure to be conducted on the animals listed above. Indicate which members of the team will be carrying out which procedures.

Where appropriate, please attach Standard Operating Procedures that describe the procedures. The description should include the sequence and timeline of procedures to be conducted on the animals.

*If a specific question does not apply to your research protocol, please indicate “N/A”*

*.*

1. Describe all procedures and manipulations performed on live animals for each species. If multiple procedures are to be performed, flow diagrams may be useful, particularly if the protocol involves short-term holding and subsequent release.
2. For studies involving capture and restraint, detail the type of restraint chosen, state the time and frequency for checking traps, provide details of physical restraint, chase times (taking into consideration possible environmental conditions), provide details of immobilization agent used for chemical restraint, describe all manipulations and precautions taken to protect the animal and investigator.
3. Provide details of marking, including potential long-term effects.
4. Will any radio tracking collars or other tracking equipment be used? If so, detail the equipment to be used, the method of attachment, the weight of the equipment, and the impact on the animal. Also, detail how the equipment will be retrieved.
5. Provide details of any surgical and medical procedures. Indicate where and under what conditions it will be performed, as well as by whom.
6. Provide details for monitoring the animals (during capture, handling and post-release).
7. Housing: Provide justification for any housing of the animals. Include details of pens, enclosures, duration (provide a start and end date) and nutrition.

d) Animal samples: Indicate all samples to be collected for each species.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Species**  | **Type of****Sample** | **Site** | **Amount** | **Procedure** | **Frequency** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |

e) Is any pain and/or distress likely to be associated with the procedures or manipulations?

❑ Yes ❑ No

If Yes, please describe how it will be alleviated or minimized.

g) What precautions will be taken to avoid capturing vulnerable animals and what action will be

taken if these animals are captured?

h) What is the highest category of invasiveness to which animals will be exposed as part of this experiment?

*Please refer to the CCAC website (*<https://www.ccac.ca/Documents/Standards/Guidelines/Wildlife.pdf>*) for complete descriptions and examples of each category of invasiveness for wildlife experiments.*

[ ]  A: Used on most invertebrates or on live isolates

[ ]  B: Little or no discomfort or stress

[ ]  C: Minor stress or pain of short duration

[ ]  D: Moderate to severe distress or discomfort

[ ]  E: Severe pain near, at, or above the pain tolerance threshold of unanesthetized conscious animals

i) Please choose the applicable classification(s):

[ ]  Acute: Utilizing an animal for a brief period (less than 24 hours), followed by euthanasia or return of the animal to source, or humanely euthanizing an animal upon receipt or after a brief housing period during which time no manipulations other than standard management procedures are performed, i.e. anesthetized without recovery, euthanized for tissue collection, etc.

[ ]  Chronic: Maintaining the animal and performing experimental procedures during this time, i.e. feeding trials, antibody production, breeding colony, recovery surgery.

**3. Methods of Euthanasia**

Provide details of method of euthanasia:

1. for species of interest, where necessary upon termination of the study;
2. for species of interest, where necessary due to unanticipated pain and/or distress;
3. for by-catch species, where necessary due to unanticipated pain and/or distress.

**4. Animal Numbers and Refinement**

a) For the animals undergoing the procedures described in section 2b), please describe the experimental design, explaining how the total number of animals to be used was determined, for example, 5 animals x 3 treatments x 2 replicates = 30 animals. You may wish to include a flow chart or table outlining total numbers.

b) Are any additional animals required, for example, to teach surgical techniques, or to compensate for unsuccessful procedures? If so, how many? Please provide a sequential description of how these animals will be used. For example, a certain number of animals might be required to optimize procedures before proceeding with the experiment described above.

c) Is the number of animals proposed for this experiment the minimum number necessary to achieve valid results? Please describe any measures used to reduce the use of animals, by minimizing number of animals and/or maximizing the scientific value of the experiment, as well as any statistical considerations.

d) What refinements have been made to minimize pain, distress, or discomfort to the animals?

*For wildlife field studies, please describe any refinements that have been made to minimize stress due to capture, handling and other experimental procedures.*

**5. Animal Care**

a) Where will the animals be housed at each stage of the experiment? Please provide the building and room number. Where will the experimental procedures take place? Please provide the building number and room. If animals are housed outside of the Animal Care Facility (ACF), or if experimental procedures are conducted outside of the ACF, please provide justification, and describe how the transportation of animals, and their distress during transportation, will be minimized.

*Please note that university veterinarians and ACF personnel have care and oversight of all animals regardless of where they are housed.*

[ ]  Animals will be housed in the ACF

[ ]  Animals will be housed elsewhere (Please provide location and justification):

[ ]  Experimental procedures will be performed in the ACF

[ ]  Experimental procedures will be performed elsewhere (Please provide location and justification):

[ ]  Wildlife field studies (Please specify where the study will take place and describe the facilities for any experimental procedures, as well as any arrangements for transporting wildlife from the field to the laboratory):

b) How often will the research team observe or monitor the animals to assess their condition? Please specify how often traps will be monitored (if applicable), and the procedures to be followed if lactating females are trapped. Furthermore, please comment on whether the traps could capture species of animal other than the target, and any complications that could arise if this occurs.

*Please attach any assessment sheets to be used to document observations or monitoring. Please refer to the animals undergoing the procedures listed above, as well as routine observations.*

**6. Humane Endpoints**

*Please note that this question refers to endpoints arising due to experimental stress or complications. Please refer to section 9 of the Animal Use Summary Protocol Form (AUSPF) for euthanasia at the end of an experiment.*

a) What clinical conditions or abnormalities could arise, or are expected to arise, as a result of the proposed experiment?

b) If one the conditions or abnormalities described in 5a) arise, what endpoints should be used to determine when to intervene to alleviate an animal’s pain or distress?

*For mammals, this might include, for example, increased grooming, vocalization or postural changes, or physical changes such as anorexia, dehydration or diarrhea. For fish, postural or equilibrium issues, anorexia, gasping, clamped fins, fin rot, Ich and glancing could be examples of endpoints.*

c) What intervention is appropriate, if the animal reaches the endpoints described in section 5b), for example, euthanasia, treatment, or terminating a particular experimental procedure?

*For wildlife field studies, please specify the provisions for recovery, treatment or euthanasia of injured animals.*

**7. Emergency Care**

*Please note that reasonable attempts will be made to contact and consult the personnel listed on your AUSPF. However, the final decision regarding emergency care is at the professional discretion of the veterinarian or the manager of the ACF.*

If emergency veterinary care becomes necessary, please provide information, specific instructions, indications, or contra-indications that you feel the veterinarian or manager of the ACF should be aware.

[ ]  Standard veterinary care is appropriate

[ ]  Other (please specify):

**8. Declaration and Signature**

I declare that this Appendix to the AUSPF accurately describes the proposed animal use.

I will only use animals in accordance with an AUSPF and its appendices approved by the University Animal Research Ethics Committee (UAREC). I will not deviate from this protocol unless the modification has been approved by the UAREC.

I will ensure that only the personnel listed in section 2 conduct procedures involving animals under this AUSPF. I will ensure the personnel have all required training and that they are competent in executing the approved procedures.

If any unexpected problems or complications involving animal health and well-being occur during this study, I will complete an Animal Incident Report and deliver it to the Manager of the ACF within 24 hours of the incident.

I acknowledge that approval will expire on the date specified on the Certificate of Ethical Acceptability for Research or Teaching Involving the Use of Animals. I will not use animals after that date unless I have duly applied for renewal of my approval.

I will ensure that all animals used in this protocol will be cared for in accordance with:

* The CCAC *Guide to the Care and Use of Experimental Animals* and any other applicable CCAC policy;
* The Concordia University Policy on the Ethical Use of Animals in Research and Teaching (VPRGS-13) and its associated procedures.

This form may be submitted by e-mail in MS Word or PDF format to oor.ethics@concordia.ca. E-mail submissions sent from the researcher’s official Concordia address will be deemed equivalent to an ink-on-paper signature.

Signature of Principal Investigator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_