



# GUIDE FOR THE CARE AND USE OF LABORATORY ANIMALS

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### Investigating and Reporting Animal Welfare Concerns

Safeguarding animal welfare is the responsibility of every individual associated with the Program. The institution must develop methods for reporting and investigating animal welfare concerns, and employees should be aware of the importance of and mechanisms for reporting animal welfare concerns. In the United States, responsibility for review and investigation of these concerns rests with the IO and the IACUC. Response to such reports should include communication of findings to the concerned employee(s), unless such concerns are reported anonymously; corrective actions if deemed necessary; and a report to the IO of the issue, findings, and actions taken. Reported concerns and any corrective actions taken should be documented.

Mechanisms for reporting concerns should be posted in prominent locations in the facility and on applicable institutional website(s) with instructions on how to report the concern and to whom. Multiple points of contact, including senior management, the IO, IACUC Chair, and AV, are recommended. The process should include a mechanism for anonymity, compliance with applicable whistleblower policies, nondiscrimination against the concerned/reporting party, and protection from reprisals. Training and regular communication with employees (including personnel such as custodial, maintenance, and administrative staff, who are farther removed from the animal use) about the institution's animal use activities may reduce potential concerns.