

UNIVERSITY COMMITTEE ON LABORATORY ANIMALS

August 2024

We hope that as researchers, staff, and students involved in animal related research you find the following newsletter helpful in navigating the changing landscape of animal welfare and ethics guidelines.

Topics covered in this issue:

- Pedagogical Merit/Scientific Merit review require before ethics review
- Cloned files, helpful tips
- CCAC News, New Annual Report Available, Updated facility guidelines

REMINDER: REQUIREMENTS FOR PEDAGOGICAL MERIT OR SCIENTIFIC MERIT

All Teaching Protocols Require Pedagogical Merit Review, prior to ethics review by the UCLA. Please see the CCAC FAQ page for more details. For Instructors, please complete the following form [[https://cdn.dal.ca/content/dam/dalhousie/pdf/dept/animal-ethics/UCLA Pedagogical Merit Review Form for Instructors%20-%20for%20web.pdf](https://cdn.dal.ca/content/dam/dalhousie/pdf/dept/animal-ethics/UCLA_Pedagogical_Merit_Review_Form_for_Instructors%20-%20for%20web.pdf)] and include it with your protocol submission on Romeo. Your protocol and pedagogical merit review form are then sent for pedagogical merit review. This process typically delays ethics review by one month, so please plan accordingly.

All experimental animal use protocols require peer review before ethics/welfare review by the UCLA. Most labs have peer review completed by the granting agency, however if, for example, a researcher has received startup funds and wishes to begin animal work, there is a mechanism through the Office of Research Services to complete peer review.

If a researcher is funded by contract with a corporate partner, there is a separate mechanism to satisfy the peer review requirement for corporate partners. Please contact the UCLA office for the following documents: Master Checklist, Scientific Peer Review of Animal Research Proposals from Corporate Partners. This process either regular scientific merit review via ORS or Corporate scientific merit review typically delays ethics review by one month, so please plan accordingly. Please contact the UCLA office if you have any questions: UCLA@dal.ca.

CLONED FILES

If you are starting a new application that is very similar to a previous application, you can create a copy to save time on manual data entry. Locate the previous ROMEO file and click the Clone button on the left side of the file number. A pop-up box will appear. Checkmark the information/tabs that you wish to copy over and click Clone. The new copy will appear under your 'Applications: Drafts folder'.

Please ensure that you review and update all the application details of the new checklist to reflect the new project or protocol. For example, if you clone the Attachments tab, please remove irrelevant documents. If you clone the Common Questions, which is the checklist tab, ensure that you review and update the responses accordingly.

Application Form Clone

Please select below the tabs that you want to clone

- Project Info
- Project Team Info
- Project Sponsor Info
- Common Questions
- Attachments

Note that for Animal Ethics files, **please leave the Animal Use tab unchecked**. Cloning this tab will carry over the approved numbers from the previous protocol, which cannot be removed.

Application Form Clone

Please select below the tabs that you want to clone

- Project Info
- Project Team Info
- Animal Use
- Common Questions
- Attachments

Making the appropriate updates will enable a faster and more efficient review by the research facilitators. If the file contains outdated or inaccurate information, the PI might be required to submit a new file, to ensure appropriate review and potentially delaying ethics review.

CCAC NEWS

The CCAC Annual Report 2023-2024 Is Now Available:

The Canadian Council on Animal Care (CCAC) is pleased to announce the publication of the CCAC Annual Report 2023-2024, "[Redefining Our View of Animal Welfare in Science](#)" (PDF).

The CCAC Publishes Revised Facilities Guidelines:

The CCAC guidelines: [Laboratory animal facilities](#) (PDF), along with its associated [frequently asked questions](#) (PDF), are now available. This guidelines document is a revision of the original version published in 2003 and has been updated with information from current CCAC standards and modified to address changes in laboratory animal facilities, as identified by the expert reviewers. Note: Section 9 "Air Quality Performance-Based Standards" provides guidance for the requirement of 15-20 air changes per hour in laboratory animal facilities.

Thank you for taking the time to review this latest installment of the UCLA newsletter!