

Title:	Consultation on updates to the <i>Policy on the Use of Animals in Research and Teaching Activities</i>
Author/Enquiries:	Emma Hilton Wood, Head of Academic Policy, TLSO (emma.hilton-2@manchester.ac.uk)
Date:	9 May 2017
Circulation:	Faculty of Biology, Medicine and Health Vice Deans or Associate Deans for Teaching, Learning and Students
Action Required:	Initiate consultation within Schools in the Faculty of BMH

Background

1. Initial work took place in 2014/15 to draft a specific Policy on the Use of Animals for teaching, but since the underpinning procedures are owned by Research this was ultimately considered impractical, and a combined document for Research and Teaching, prepared in conjunction with RBESS, MDC and the University Research and Ethics Committee (UREC), has therefore been brought forward. The attached Policy is therefore an amended Research-owned policy, but would cover both PGR and UG/PGT areas.

Recommendations

2. Faculty Vice Deans or Associate Deans for Teaching, Learning and Students in the Faculty of Biology, Medicine and Health are asked to circulate the draft tracked changes version of the Policy via their Faculty Teaching and Learning Committee (or equivalent) and report any feedback to the TLSO (email to Miriam Graham: m.graham@manchester.ac.uk) by **20 June 2017**.
3. Required changes will then be incorporated, and a final revised version of the Policy will be submitted to Senate for approval.

Appendix 1: Policy on the Use of Animals in Research and Teaching Activities

1. Background

- 1.1 The University of Manchester (the University) is committed to excellence in research and teaching. This includes activities that aim to alleviate human suffering, improve the human condition, safeguard our environment, and promote animal welfare and conservation. The University accepts that in order to pursue these commitments there is sometimes a need to use animals (and animal by products) in its activities. However, it permits the use of animals in scientific procedures **only** where there is no reasonable alternative available.
- 1.2 Where animals are involved, the University requires the very highest level of ethical conduct and practice. The reduction of any harm and discomfort caused to animals must always be a priority consideration. Animals being housed for any purpose must be cared for with the highest standards of husbandry. Where animals are being observed in their natural habitat, care must be taken not to damage their environment and, where applicable, official permits must be obtained from the appropriate governing body of the country concerned prior to any animals being disturbed or collected for study.

2. Purpose

- 2.1 This policy sets out the principles upon which **all** University activities involving animals should be conducted and defines which activities require ethical review.
- 2.2 This policy applies to all staff, students and persons undertaking research and/ or teaching. This policy also applies to work carried out by external bodies using University facilities.
- 2.3 For the purposes of this policy, the types of research and/or teaching that involve animals are divided into the following categories:

3. Categories of research and/ or teaching involving animals covered by this Policy

The use of animals by persons associated with the University can be categorised as:

- A. The use of living vertebrates and cephalopods in scientific procedures within the University and the UK which are regulated by the Animals (Scientific Procedures) Act 1986 ([ASPA](#)) and Amendment Regulations 2012 (“the Act”).
- B. The use of living vertebrates and cephalopods in scientific procedures that would fall under the definitions of ASPA if conducted in the UK but are being conducted outside the UK.
- C. The use of tissue harvested from living vertebrates and cephalopods killed solely for research or teaching regardless of where the animals or tissue were sourced.
- D. The use of animals in scientific enquiry and or teaching not regulated under ASPA 1986 because the animals are not vertebrates or cephalopods, or the activity does not involve the animal undergoing scientific procedures. (For example, the non-invasive use of live animals in the Manchester Museum for public education and conservation purposes and some behavioural and observation work within the University and on educational field courses).

4. General Principles of Ethical Conduct when conducting activities involving Animals

- 4.1 Activities involving animals should be planned with the welfare of the animals in mind, including the protection of the environment in which they live.
- 4.2 Ethical issues concerning the use of animals must always be considered and, where required under Section 7 of this policy, should undergo appropriate ethical review.
- 4.3 Anyone involved in the care and handling of animals must be properly trained and fully aware of the legal and ethical issues involved.
- 4.4 Academic activities that involve the collection of samples at home and overseas must adhere to any legislation, regulations and good practice guidelines that govern the activities being undertaken, including the catch/release of any invertebrate or vertebrate animal on University field courses and the import and export of animals or their tissue.
- 4.5 Researchers have an ethical obligation to make their research findings (including negative findings) from such research, publicly available, where appropriate and possible.

5. Additional specific principles of ethical conduct for activities involving vertebrates and cephalopods in scientific procedures

- 5.1 Research and teaching in the UK involving vertebrates and cephalopods being subject to scientific procedures that may cause pain, suffering, distress or lasting harm must comply with the provisions of ASPA. The animals involved should be kept in accordance with the codes of practice issued under the Act.
- 5.2 The University is committed to implementing standards which reflect contemporary good practice, including when these exceed the minimum requirements of legislation and codes of practice. Researchers are required to adhere to both local and University-wide standards and procedures.
- 5.3 The University embraces the principles of Replacement, Refinement and Reduction (3R's) in activities involving animals and staff and students are expected to explore models that replace, reduce or refine the use of animals in their activities. The University expects all those involved in this type of animal research to adhere to the National Centre for Replacement, Refinement and Reduction's (NC3Rs) Guidelines; "[Responsibility in the use of animals in bioscience research](#)".
- 5.4 Animals must only be used in scientific procedures where absolutely no suitable alternative is available. Replacement of animal models must always be the first consideration irrespective of whether the activity falls under ASPA.
- 5.5 Where the use of animals is justified, the number of animals used must be reduced to the minimum number that is scientifically viable and appropriate steps must be taken to refine the activity so that discomfort to the animals is minimised.
- 5.6 Careful consideration should be given at the project planning stage to the fate of the animals at the end of the programme of work (e.g. euthanasia, rehoming, and release). Where an animal is to be killed, tissue and blood products of value to research or teaching should be utilised wherever possible, including sharing with other scientists. .
- 5.7 Research and/ or teaching, including field work undertaken overseas must comply with any local regulations in that country and be conducted in accordance with the University's ethical standards.
- 5.8 The reporting of research involving animals in scientific procedures should conform to the [ARRIVE guidelines](#) set out by NC3Rs.

6. Roles and responsibilities

- 2.1 The University Registrar, Secretary and Chief Operating Officer, as Establishment Licence Holder, is legally responsible for compliance with ASPA. S/he is required, amongst other things, to have an Animal Welfare and Ethical Review Body (AWERB) in place to advise him/her on ethical aspects of the work, animal welfare, the training and competency of individuals involved in animal research and/ or teaching and the suitability of support staff and facilities. The AWERB complies with the ASPA requirement that the Named Animal Care and Welfare Officer (NACWO) and the Named Veterinary Surgeon (NVS) are involved and that the Named Training and Competency Officer (NTCO)/ Named Information Officer (NIO) is actively engaged.
- 6.2 The Associate Vice President for Compliance, Risk and Research Integrity is chair of the University's Research Compliance Committee which receives quarterly reports on the ethical use of animals in research and compliance with ASPA and other legislation that govern the use of animals by the University.
- 6.3 The Named Animal Care and Welfare Officer (NACWO) ensures that the requirements of ASPA are met and the highest standards of animal husbandry are implemented, and makes recommendations to the AWERB about individual projects.
- 6.4 The Named Veterinary Surgeon (NVS) is employed to ensure the health of laboratory animals, to approve the anaesthesia and analgesia regimes proposed in all projects, to authorise the use of any prescription drugs and make recommendations to the AWERB about individual projects.
- 6.5 Principal Investigators and Directors of Studies are responsible for ensuring that:
- Studies involving animals are planned ethically and with the welfare of the animals in mind, receive the appropriate ethical approval, as required, and comply with the appropriate legislation.
 - All those involved in projects that come under ASPA have a personal licence, where required, and an appropriate project licence is in place.
 - All individuals involved in studies are appropriately trained and receive adequate supervision and records of the training and supervision are kept.
 - They and their researchers/fellow teachers are fully conversant with the legislation governing the research and any relevant codes of practice.
 - They are committed to keeping up-to-date with and implementing the latest good practice in relation to ethical standards.
 - They are committed to replacing, refining and reducing the use of animals in scientific procedures.
 - Where their research is part of a collaboration, the research conducted by the collaborator, including where this is outside of the UK, is conducted to the standards expected by the University of Manchester.
 - Research outputs are published in accordance with the principles of NC3Rs' ARRIVE guidelines as appropriate.
- 6.6 Staff and students, conducting activities involving animals are responsible for conducting these activities to the highest ethical standards in accordance with this policy and ensuring they have the appropriate training and licence for any procedures to be carried out.

7. Ethical Review Requirements

The ethical review requirements for each category of animal research listed in section 3 are indicated here. Full details of the ethical review requirements can be found in the supporting guidance document.

- A. The use of living vertebrates and cephalopods in scientific procedures within the University and the UK which are regulated by ASPA.

Since 1999, all UK establishments designated under the ASPA have been required by a condition on the certificate to have an ethical review process which should advise the certificate holder and support named persons and licensees on animal welfare and ethical issues, and develop the widest possible application of the 3Rs.

Research that falls into category A requires full ethical approval by the University's AWERB.

- B. The use of living vertebrates and cephalopods in scientific procedures that would fall under the definitions of ASPA if conducted in the UK but are being conducted outside the EU.

Research that falls into category B (collaboration with other laboratories outside of the EU, or where animal facilities are being provided by third parties outside of the EU) requires ethical approval by the University's AWERB.

The ethics committee will need to be satisfied that the welfare standards are consistent with UK and local legislation, and that the principles set out in this policy are applied and maintained.

- C. The use of tissue harvested from living vertebrates and cephalopods killed solely for research or teaching purposes regardless of where the animals or tissue were sourced.

The killing of a protected animal by an appropriate humane method listed in Schedule 1 of the ASPA, is not a procedure regulated by law, even if the killing is performed to provide material for scientific or other experimental purposes.

Research or teaching that falls into category C requires appropriate and proportionate ethical review by the University.

- D. The use of animals in scientific enquiry not regulated under ASPA 1986 because the animals are not vertebrates or cephalopods or the research does not involve the animal in scientific procedures. (For example some behavioural and observation work within the University and field courses where animals are used).

Research or teaching that falls into category D may require appropriate and proportionate ethical review.

8. Definitions

ARRIVE	Animal Research: Reporting of In Vivo Experiments
ASPA	Animals (Scientific Procedures) Act 1986
AWERB	Animal Welfare and Ethical Review Body
NACWO	Named Animal Care and Welfare Officer
NIO	Named Information Officer
NTCO	Named Training and Competency Officer
NVS	Named Veterinary Surgeon
NC3Rs	National Centre for Replacement, Refinement and Reduction
The 3Rs:	Replacement – methods which avoid or replace the use of animals in research that has the potential to cause them harm. Refinement – improvements to procedures and husbandry which minimise actual or potential pain, suffering, distress or lasting harm and/or improve animal welfare in situations where the use of animals is unavoidable. Reduction – methods which minimise animal use and enable researchers to obtain comparable levels of information from fewer animals or to obtain more information from the same number of animals, thereby reducing future use of animals.

9. Compliance Reporting Relationships

