

## IACUC WHISTLEBLOWER PROCEDURE

- To help ensure that laboratory animals receive humane care, use or treatment in accordance with the highest ethical standards, laws, regulations and policies governing animal research, the IACUC must review and, if warranted, address any animal-related concerns raised by the public or institutional employees. Procedures must be established to ensure that concerns are communicated to the IACUC. The Committee must review each concern in a timely and systematic manner and, when necessary, take prompt, appropriate corrective actions.
- The names and phone numbers of contact persons including the IACUC Chairperson (Robert Drew x8950), the Director of the Office of Institutional Compliance (Andrew Karberg x9880), the veterinarian (Amy Hancock-Ronemus 774-283-5424), and I/O (Tesfay Meressi x8542) should be posted in or near the entrance to animal facilities and are listed on the IACUC website, readily available to institutional employees.
- Requests for anonymity should be honored to the extent possible. This includes protecting the confidentiality of those who report concerns as well as anyone against whom allegations are directed, while allegations are under investigation. The policy of the University is to prohibit unlawful retaliation against employees as a consequence of good faith actions in the reporting of, or the participation in an investigation pertaining to, allegations of wrongdoing.
- Concerns may include situations or activities ranging from those in which animals are reported to be in immediate, actual or perceived jeopardy to those in which violations of the AWRs or institutional Animal Welfare Assurance are alleged to be occurring but animals are not in apparent danger. They may focus on allegations of past policy and procedure violations or protocol non-compliance.
- The course of action taken by the IACUC should be driven by the potential significance of the alleged situation. For example, conditions that reportedly jeopardize the health or well-being of animals should be evaluated immediately. To cope promptly with such situations, the Director of Institutional Compliance in consultation with the IACUC chairperson is authorized to halt procedures which they believe do not comply with institutional policies until the IACUC can be convened and consider the matter formally. Similarly, situations that may involve potential criminal activity or human safety should be reported promptly to the institution's law enforcement or occupational health and safety officials. Allegations of other ongoing policy or procedural matters may not require such same-day attention, but should not be deferred merely as a matter of convenience. Emergency meetings may be necessary in these cases to ensure prompt consideration of concerns.
- The IACUC will meet to review the allegation. The IACUC may designate an investigative committee to report back to the IACUC. The IACUC may request additional information as necessary.
- The IACUC will make one of the following determinations:
  - Dismissal - There was no evidence to support the concern or complaint.
  - Further Review Necessary - The concern or complaint was not sustained, but related aspects of the animal care and use program requires further review or other institutional programs may require review.
  - Valid - The concern or complaint was valid.

Adopted: 3/10/11

Revised: 7/18/17