



Animal Care Committee

Animal Use Protocol (AUP) RENEWAL FORM

For Administrative Use Only:

Approved BMSC AUP #	Date AUP Renewal Received	Date AUP Renewal Approved

Animal Use Protocol (AUP) approval is for one year at a time. Every AUP must undergo an annual renewal. Completed and signed renewal form can be submitted via email to the Animal Care Coordinator (CAC) or the Animal Care Committee Coordinator (ACC Coordinator).

If modifications to your approved AUP are required:

- Minor amendments – submit an Amendment Form
- Major amendments – extensive in nature (e.g. changes in CCAC Category of Invasiveness or changes in research directions), a new AUP application must be completed.

Please refer to BMSC Terms of Reference as posted at <http://www.bamfieldmsc.com/resource/animal-care> for further information.

1. Project Overview

Project Title			
Original AUP Approval Date		Approved BMSC AUP #:	
Last Renewal Date		Number of years for AUP	

2. Principal Investigator (PI)

Full Name		Phone number	
Email		Renewal Date	

3. Summary of Project Activity

Please provide a brief summary of the animal work that has been conducted under this protocol for the past year.

4. Animal Species and Numbers

Species and # of animals justified for the entire project:	
Species and # of animals used in the previous year:	
Species and # of animals remaining and available for use:	
Species and # of animals that will be used for the upcoming year:	

5. The Three Rs

Justification for increase, decrease or no change in animal numbers. Justification should include an explanation of how the 3R's (reduction, replacement and refinement) can be applied.



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6. Endpoints

Were the previously identified humane endpoints and experimental endpoints satisfactory? Please provide detailed information on how they were applied in the previous year.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Describe in detail.	
Do humane endpoints need to be modified to adequately protect the animals from pain, distress, or premature euthanasia?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, describe in detail.	
Do experimental endpoints need to be modified to adequately protect the animals from pain, distress, or premature euthanasia?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, describe in detail.	

7. Complications

Have any adverse or unanticipated events occurred during the last year of protocol approval?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please describe how they were managed and what steps were taken to prevent recurrence. If applicable, provide supporting documentation.	
Details	

8. Changes to Protocol

I confirm that this protocol is completed. Please provide explanation below.	<input type="checkbox"/>
I confirm that this protocol will not be renewed. Please provide explanation below.	<input type="checkbox"/>
I confirm that no changes to the protocol have occurred since the last submission.	<input type="checkbox"/>
I am requesting minor changes to the protocol. (Must submit an Amendment form.)	<input type="checkbox"/>
I am requesting major changes to the protocol. (Must submit a new Animal Use Protocol form.)	<input type="checkbox"/>
Protocol completed or not explanation	



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9. Declaration

1. Animals used in this research project will be cared for in accordance with the principles contained in “The Care of Experimental Animals – A Guide for Canada” (published by the CCAC) including feeding, shelter, escape prevention (see <http://www.bamfieldmsc.com/resource/animal-care>);
2. You have considered alternative procedures that do not involve the use of living animals;
3. You will use the minimum number of animals consistent with the objectives of the described research or teaching program;
4. You have carefully selected the species that you propose to use to be appropriate to the project;
5. You are aware of and will consult, as needed, the guidelines posted on the BMSC website regarding methods for animal care, handling, anesthesia and euthanasia <http://www.bamfieldmsc.com/resource/animal-care>;
6. You will notify the BMSC Animal Care Committee (ACC) of any revisions to this experimental protocol;
7. You will keep copies of all approved protocols, revisions and amendments in an accessible file;
8. You will acknowledge that repeated examples of irresponsible animal care will jeopardize your opportunity to do future research or teach at BMSC;
9. Upon your arrival at BMSC or shortly after, you are aware that a Research and Animal Care Orientation (RACO) meeting must happen with the entire lab before animal use occurs. It is the responsibility of the Principal Investigator to contact the BMSC Coordinator of Animal Care (CAC) at cac@bamfieldmsc.com in order to arrange a time to schedule the Research and Animal Care Orientation (RACO) meeting.

Approval by the ACC is valid for a period of one year. Protocols must be renewed annually even if no revisions are made. Protocols may be renewed up to 3 additional years if a multiple-year project.

Principal Investigator (PI) Name and Signature

Date

Animal Care Committee Chair (ACC Chair) Name and Signature

Date