



## Institutional Animal Care and Use Committee (IACUC)

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# Guidelines for Animal Imaging and Recording

Guidance Statement	<b>Effective:</b> <i>October 29, 2018</i>
Procedures	<b>Last Updated:</b>
Contact	<b>Responsible University Officer:</b>
Web Address	<i>Fred H. Cate, Institutional Official Vice President for Research</i>
	<b>Owner:</b>
	<i>Bloomington Institutional Animal Care and Use Committee</i>
	<b>Contact:</b>
	<i>BIACUC Administrator</i>

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## Guidance Statement

This guideline protects the integrity of IUB animal research and teaching, proprietary information and safeguards privacy interests of staff and students.

Research animals are an essential component of the scientific research enterprise. As animal research is a sensitive topic with the general community, this policy reflects reasonable requirements to prevent inappropriate use or dissemination of research animal images or recordings, as well as to protect the privacy of students, faculty and staff.

***Note:*** *Any images to be posted or shared by research personnel are to be approved ahead of time by the PI or his/her delegate, who bears responsibility for all images captured and subsequently shared.*

# Procedures

## General Guidelines

The use of a recording device (e.g., film camera, digital camera, camera phones, other personal electronic device) to capture images of IUB research animals, and/or associated personnel, materials, equipment, or facilities, is allowed ONLY in the following circumstances:

- a) When performed by a government inspector (e.g., USDA Veterinary Medical Officer);
- b) When performed by an authorized PI or designee as required for scientific reasons (e.g., publications, laboratory documentation);
- c) When performed by an authorized PI or designee for the purpose of recording instructional activities covered by an IACUC-approved protocol;
- d) When performed by personnel authorized by the research animal veterinary staff to provide assistance in clinical management of a condition or disease;
- e) When performed by authorized personnel as required to document condition of facilities, a compliance matter, or an animal handling issue at the direction of the IACUC, IUB veterinarians or other University officials;
- f) When reporting animal welfare-related concerns by emailing the IACUC at [Biacuc@indiana.edu](mailto:Biacuc@indiana.edu) or the Attending Veterinarian at [rogerkar@iu.edu](mailto:rogerkar@iu.edu). Concerns should be reported within 24 to 48 hours; or
- g) When authorized by a PI for teaching or outreach purposes.

**Note:** *When using cellular phones or other personal electronic devices, the user must ensure that the research animal images or video clips are assessed by PI or designated research personnel before being sent to an external, public site such as Instagram, Twitter, Snapchat, Facebook, etc.*

### Additional considerations:

- Secure the processing, transport, and storage of disks, tapes, media cards, etc.
- For security purposes, attempt to eliminate animal identifiers (e.g., cage cards, tattoos) or landmarks (e.g., room numbers, name/ID badges) in images with animals present.
- Include context in recordings (e.g., have personnel wearing appropriate PPE, include anesthetic vaporizer in the image if an animal is anesthetized).
- Students, staff, or faculty whose image may be captured during the course of their work **must** be informed prior to capturing the image.
- Any individual may decline having their image captured/recorded.

## Contact

<i>Subject</i>	<i>Contact</i>	<i>Phone</i>	<i>Email</i>
Guidance Statement	IACUC Administrator	855-5138	<a href="mailto:biacuc@indiana.edu">biacuc@indiana.edu</a>

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## Web Address

<https://research.iu.edu/policies/bloomington-animal-care-and-use.html>