

	UCSD INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE POLICY MANUAL	POLICY # 1.05  Issued: 4/18/91 Revised: 5/21/14 Revised: 5/15/19
	<b>Reporting Animal Concerns</b>	

**I. Background and Purpose**

The University of California, San Diego is committed to the humane treatment of all animals used in research and teaching. The privilege to use live animals for the advancement of science and medicine carries with it the responsibility to follow all applicable laws, policies, and procedures concerning animal welfare.

**II. Who Should Read This Policy**

Everyone who uses or observes animal use at UCSD.

**III. Definitions**

None

**IV. Policy**

1. This policy, containing all contact information and related information, shall be made available to all animal users and posted publicly.
  
2. Anyone who is aware of potential violations to animal care and use regulations or observes misuse or mistreatment of animals is strongly encouraged to report their concerns. Members of the University community are encouraged to report their concerns through normal lines of communication. They and individuals from the public at large may report their concerns to the individuals listed in VI. below OR through the University of California San Diego whistleblower hotline at 1-877-319-0265 <http://blink.ucsd.edu/go/whistleblower> .
  
3. The report should include a factual description with as many of the following as possible: date, time, location, animal species, numbers, identification of animals, personnel involved, and any other relevant details. Anonymous reports are accepted.
  
4. The complainant’s identity will be kept confidential according to the federal and state whistleblower law and University policy.
  
5. UC San Diego abides by state and federal laws that prohibit discrimination or retaliation against complainants.

## V. Related Documents

UCSD Whistleblower hotline information site	<a href="http://blink.ucsd.edu/go/whistleblower">http://blink.ucsd.edu/go/whistleblower</a>
Animal Welfare Act and Regulations	<a href="http://www.nal.usda.gov/awic/pubs/IACUC/whi.htm">http://www.nal.usda.gov/awic/pubs/IACUC/whi.htm</a>
Whistle Blower Protections, California State Auditor	<a href="https://www.auditor.ca.gov/hotline/protections">https://www.auditor.ca.gov/hotline/protections</a>

## VI. Additional information

### Methods for Reporting Animal Care and Use Compliance Violations at UC San Diego

1. Often, the preferred first course of action is to discuss the issue and resolve it on site with the individuals present or to report it to your direct supervisor.
2. If this is not possible or is not successful, a report (anonymous or not) may be submitted to:
  - IACUC Office phone 858-534-6069
  - Email to [iacuc@ucsd.edu](mailto:iacuc@ucsd.edu)
  - Mail to IACUC Office mail code 0071
  - The following individuals who are responsible for animal care and use at UCSD:

Director, IACUC Office	(858) 534-1594
Campus Animal Welfare Specialists	(858) 534-6069
Director, Animal Care Program	(858) 534-3188
Chair, IACUC	(858) 822-2466
Institutional Official	(858) 534-3526
Whistleblower Hotline	(877) 319-0265