

Washington State University
Institutional Animal Care and Use Committee

Guideline #2: Reporting an Animal Care Concern

Approval Date: 01/25/2023 (Replacing Version 10/15/2019)

A. Guideline

Washington State University is committed to the humane and responsible treatment of animals used for research or teaching. WSU will expeditiously review and, if warranted, investigate any allegations of suspected misuse of animals, violations of federal, state or local regulation, or noncompliance with university policy regarding the care and use of animals in research or teaching.

An individual reporting an animal care concern need not reveal their identity to make a report. If an individual chooses to reveal their identity, the individual's identity will be kept as confidential as allowed by law. If you wish to remain anonymous do not include your name on the report. No person will be discriminated against or subject to any reprisal for reporting in good faith a concern or violation of any animal care and use regulation or standard.

To report or discuss a concern or perceived problem **during normal working hours**, contact:

- The Chairperson of the WSU Institutional Animal Care and Use Committee via the Animal Welfare Program (AWP) office at (509) 335-5353, iacuc@wsu.edu, or
- Alan Ekstrand, Assistant Director of AWP at (509) 335-7951, alan.ekstrand@wsu.edu, or
- The Campus Veterinarian at (509) 335-6246; OCV Alert: or.ocv.alert@wsu.edu, or
- OR Compliance Hotline at (509) 335-1289, or.hotline@wsu.edu, or
- Mail the form below to: ORA – Animal Welfare Program, PO Box 643143, Washington State University, Pullman WA 99164-3143

The form for reporting concerns about animal care and use can be found here:
<https://iacuc.wsu.edu/report-notify/>.

To make a report or discuss a concern or perceived problem **after hours or on weekends**, or if there is an **immediate threat to an animal**, contact:

- The Campus Veterinarian at (509) 330-1871.

The Attending Veterinarian, AWP Assistant Director and the IACUC Chair will be promptly notified of all reported concerns. The concern will be reviewed according to the process outlined in [IACUC Policy 27](#).

B. Background

The federal Animal Welfare Act requires that Washington State University instruct personnel on "Methods whereby deficiencies in animal care and treatment are reported, including deficiencies in animal care and treatment reported by any employee of the facility" (this would include all WSU employees and students). The law further states that "No facility employee, Committee member, or laboratory personnel shall be discriminated against or be subject to any reprisal for reporting violations of any regulation or standards under the Act". The WSU Institutional Animal Care and Use Committee (IACUC) is charged with the responsibility of reviewing and, if warranted, investigating complaints of misuse of animals used in instruction and research.

Washington State University

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE

Animal Care Concern Reporting Form

Washington State University will expeditiously review, and if warranted, investigate any allegations of suspected misuse of animals or deficiencies regarding the care and use of research or teaching animals.

DO NOT provide any identification info if you wish to remain anonymous.

If you want further information, provide your name: _____

Contact Information (Email/Phone): _____

Please describe the nature of your concern about the care and use of animals. Include as many specific, verifiable details about the situation as possible in your description. Factual details about location, date and time of the occurrence, descriptions of the animal(s) and the personnel involved will be particularly helpful.

(Type or write here)

To aid in the reviewing of your concern, please answer the following questions:

Did you personally witness and/or do you have firsthand knowledge of the events described in this narrative? Yes No

To report, contact or mail to all or any of the following:

Assistant Director of AWP: (509) 335-7951, alan.ekstrand@wsu.edu

AWP Office: (509) 335-5353, iacuc@wsu.edu

OCV Alert: (509) 335-6246, or.ocv.alert@wsu.edu

OCV Emergency/After-hours: (509) 330-1871

OR Hotline: (509) 335-1289, or.hotline@wsu.edu

ORA – Animal Welfare Program, PO Box 643143, Washington State University, Pullman WA 99164-3143