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1. Overview

Purpose

The Drexel University Institutional Animal Care and Use Committee (IACUC) established this policy to protect the confidentiality of faculty research, provide a minimally disruptive atmosphere for animal residents and guard against the misinterpretation of appropriate and humane policies and procedures.

2. Procedures

Image or sound recordings using cell phones, video, digital, film, audio tapes, etc. are not allowed in Drexel University animal facilities and locations where animal research takes place without specific written IACUC approval. All such recordings must be approved by the IACUC prior to the event and in accordance with the terms and conditions of your award, as applicable.

Unplanned recording for research purposes should be immediately reported to the IACUC.

The IACUC asks that all investigators who videotape, photograph or record by any other audiovisual method their research animals take the following precautions:

1. Keep storage devices (tapes, CD, DVD, memory sticks, flash cards etc.) in a secure, locked area with very limited access, to ensure adherence of Drexel University's IT policies and procedures.
2. Computers containing these images should be secure and password protected.
3. Immediately erase all storage devices no longer in use or of value to the research.
4. Keep a checkout list including dates and circumstances of persons borrowing storage devices containing sensitive data. Access should be limited and closely supervised.
5. Under no circumstances shall images, video, or sound recordings of research animals be shared on any social media platforms.
6. Ensure that all live-animal procedures have been approved by the IACUC. (Torres-Altoro, 2023)
7. Prioritize animal welfare and personnel safety at all times. (Torres-Altoro, 2023)
8. Avoid capturing images of researchers and animal care personnel. (Torres-Altoro, 2023)
9. Consult with veterinarians for best practices on animal handling and manipulation. (Torres-Altoro, 2023)
10. Review videos carefully to avoid sharing unnecessary information that may result in misinterpretation of any images. (Torres-Altoro, 2023)

3. Responsibilities

3.1 Drexel University IACUC Responsibilities

The Drexel University IACUC and the IACUC Office are responsible for maintaining this guidance document, training, and monitoring. All exceptions to this policy must be approved by the IACUC. For inquiries regarding these procedures, please contact the Director of Animal Welfare, as part of the Office for Research & Innovation (ORI) or the Attending Veterinarian, as part of University Laboratory Animal Resources.

The Drexel University IACUC is responsible for reviewing and approving all protocols involving the use of photographic, video, and/or any other image or sound recording equipment in areas where animals are housed or where animal research is performed.



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3.2 Principal Investigator Responsibilities

The PI should obtain approval by the IACUC before using photographic, video, and/or any other image or sound recording equipment in areas where animals are housed or where animal research is performed. Once approved, the PI is responsible to ensure all lab personnel follow the policy as outlined and in accordance with their award, as applicable.

4. Resources

Torres-Altoro, Melissa I. Suggestions for Data Management and Sharing (DMS) Plans for Animal Study Data: Navigating the 2023 NIH DMS Policy. LAS Pro March-April 2023.

5. Revision and Workgroup Members

5.1 Revision

Edition 001/Effective Date: 06/08/2005 - Original Document

Edition 001/Review Date: 03/21/2012

Edition 001/Review Date: April 2018

Edition 002/Revision and Effective Date: 06/14/2023 - Revised Document – Addition of additional security measures to account for NIH DMS Policy.