Animal Use Protocol Annual Renewal & Amendment Form

**Animal Use Protocol number**:       **Submission Date**:

**AUP Title**:

**Principal Investigator name**:

**Department / Faculty**:

An AUP may be renewed annually for a maximum of 4 years at which time it will expire and a new AUP must be submitted. If the annual renewal is not received every year, the AUP will expire 12 months from the previous renewal or approval. After 4 years, or at the end of a project the AUP must be closed by submitting this form.

Which review are you submitting? Renewal: [ ] 1st [ ] 2nd [ ] 3rd  [ ] Amendment [ ] Closure

**1. Annual progress report**: **Provide a summary of the progress achieved in the previous year.**

Include an analysis of the data obtained, and any progress made with respect to the Three Rs of replacement, reduction and refinement of animal use (<https://ccac.ca/en/three-rs/>). For closures, also provide a summary of your research results including publications, conference presentations, student employment, student theses, and future plans related to the research.

**2. Describe any unexpected deaths or euthanasia.**

**3. Describe any changes or refinements to the project that improved the well-being of the animals or the outcome of the study.**

**4. Of the number of animals used in the past year, how many (if any) generated useful results?**

**5. Report on the adequacy of humane intervention points for the protocol, if applicable.** Include any complications encountered or refinements made to protect animals from pain, distress or mortality.

**For studies on wildlife in the field and in captivity, answer questions 6-10. Otherwise, proceed to question 11.**

6. List the species and numbers caught unintentionally (by-catch).

7. Give results of any post-mortems performed on unplanned mortalities.

8. Give details on disposal of carcasses.

9. Give any recommendations that may assist future researchers performing similar wildlife studies.

10. Attach an annual report of the field season, if available.

**11. Number of animals used in the preceding year:**

**12. Number of animals approved per year:**

**13. Number of animals needed in the coming year:**

**14. Describe the aspects of your research program which are planned for the next year, to account for the proposed animal use.**

**15. Have your procedures/species/ animal numbers and/or personnel changed?**

[ ]  No changes to the AUP.

**[ ]** Yes, there are changes to the AUP. Complete the following information:

**Reason for Amendment**

[ ]  Additional species (For each species, list the following information)

Species (common name) , #/month , total # of /year

[ ]  Additional animals required (For each animal, list the following information)

Species (common name) , #/month , total # of /year

[ ]  A change in personnel

Name(s) , UofR ID(s)

Submit the AUP Personnel Appendix for any additional personnel.

[ ]  A minor change in my procedure is documented herein: *(Major changes require a new AUP):*

[ ]  Other (explain)

### DECLARATION

By submitting this form, I certify that the above information is true. If any modifications occur during the period of this project, I will immediately advise the President’s Committee on Animal Care.