



Office of Research Integrity & Compliance - Animal Care and Use Program

Guidelines for Animal Facility / Unit Security Concerns

- I. **Purpose:** To define a set of common procedures for addressing security concerns at Auburn University animal facilities and units.

- II. **General Information:**
 - Do not provide animal facility access to individuals unless they have an appropriate need to enter the premises.
 - Do not permit individuals to “piggy back” without knowledge of approved access and/or proper scanning of access device where appropriate.
 - All visitors must be escorted by individuals with appropriately granted access to the area.

- III. **Procedures for Initial Notifications:**
 - **Emergency (actual or imminent threat of physical harm or damage to persons, animals, property, or facilities)**
 - **Call 911.**
 - **Non-Emergency (identified breach of facility security or perceived risk to facility security)**
 - **Call the Auburn University Department of Campus Safety & Security at 334-844-8888.**
 - **Contact other key personnel identified on the Animal Questions or Concerns signs or facility phone lists.**

- IV. **Follow-Up Reporting:**
 - Contact the following individuals regarding any violation, breach or perceived risk to facility security.
 - Campus Safety & Security (*if not already notified*)
 - Office of Research Integrity & Compliance (ORIC)* (334) 844-5978 or IACUCAdmin@auburn.edu
 - University Veterinarian* (334) 321-7842
 - IACUC Chair** (334) 752-1376
 - Leadership within the college/unit (e.g., Department / Unit Head, Associate Dean for Research, Dean)

**The ORIC and/or University Veterinarian is responsible for notifying the Institutional Official (IO).*

**The IO is responsible for notifying university leadership, as appropriate.*

***The IACUC Chair will notify the IACUC members, as appropriate.*

V. Potential Security Concerns:

- Suspicious individuals:
 - Ask for identification and reason for presence but do not engage in physical confrontation or debate.
 - Notify the Facility Manager / Unit Contact of your concern.
 - The Facility Manager / Unit Contact will follow the notifications/reporting procedures as outlined above in sections III and IV.

- Protests/protesters:
 - Do not interfere with speech or engage in physical confrontation.
 - Inform the AU Campus Safety & Security and the Facility Manager / Unit Contact of any protest that is occurring near an Auburn University animal facility / unit.
 - The Facility Manager / Unit Contact will follow the notifications/reporting procedures as outlined above in sections III and IV.
 - Please see the AU Expression and Demonstration Policy for additional information.

- Photographs or Video Recording:
 - Photographs or video recordings may not be obtained within the animal facility / unit without prior approval from the Principal Investigator, Facility Manager, and/or the University Veterinarian or as described in an IACUC approved protocol. Photographs or video recordings must follow applicable university or college video/photography policies.
 - Prior approval is not required when performed by university compliance, accrediting bodies or government inspector personnel.