

Guidelines for ACUC Membership

This Guideline is intended to emphasize and reiterate both the regulatory requirements and the “best practices” that have developed among the NIH Institutes and Centers (IC) regarding Animal Care and Use Committee (ACUC) membership.

1. The Animal Welfare Regulations¹ (AWRs) and Public Health Service Policy² (PHS Policy) mandate several conditions which all NIH ACUCs must meet:
 - No more than three ACUC members may be from the same administrative unit of the facility (AWRs);
 - At least one veterinarian with delegated program responsibility (AWRs and PHS Policy);
 - At least one nonaffiliated member (AWRs and PHS Policy);
 - At least one practicing scientist experienced in research involving animals (PHS Policy); and
 - At least one member whose primary concerns are in a nonscientific area (PHS Policy).
2. ACUC Chairs should be permanent members of the scientific staff (or equivalent).
3. Nonaffiliated members cannot be members of the immediate family of an affiliated individual. Once a nonaffiliated member serves on an ACUC, the individual becomes “affiliated” and, therefore, cannot serve on another ACUC within the same institution. Modest compensation may be provided to the nonaffiliated member for participation on the ACUC, though it cannot be a substantial source of income, or create a conflict of interest. Consideration should be given to appointing an alternate nonaffiliated member to the ACUC.
4. ICs should take full advantage of the NIH awards program to recognize and reward outstanding ACUC members for their efforts in support of the NIH Animal Care and Use program.
5. Consideration should be given to establishing terms of membership on the ACUC, including the Chair, who can be renewed with the concurrence of the incumbent. Three-year terms are recommended to provide for acclimation, productivity, and opportunity for holding office on the committee.
6. ACUC committee participation can be enhanced by:
 - Providing outside members with ‘extended visitor’ status which provides them with an NIH badge and allows for easier access to the NIH campus and other NIH buildings. The IC ACUC Coordinators are the points-of-contact for completing this process.
 - Allowing participation by video or teleconferencing³.

References

1. [Animal Welfare Act Regulations \(AWARs\)](#) – Regulations promulgated by the United States Department of Agriculture, Animal and Plant Health Inspection Service, pursuant to the authority in the Animal Welfare Act, 7 U.S.C. 2131, et seq. and contained in 9 CFR, Parts 1, 2 and 3.
2. Public Health Service Policy (PHS Policy) - [Public Health Service Policy on Humane Care and Use of Laboratory Animals](#), revised 2015, or subsequent editions.

3. Office of Laboratory Animal Welfare "[Guidance on Use of Telecommunications for IACUC Meetings under the PHS Policy on Humane Care and Use of Laboratory Animals](#)" NOT-OD-06-052.

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