

Institutional Animal Care & Use Program - UTEP	
Title: Photography, Videography and Audiotaping of Animals, Animal Use or Animal Facilities	
Policy#: 018	Date in Effect: 27 March 2015
Version #: C	Rev Date: 26 May 2020
In Effect <input checked="" type="checkbox"/> Rescinded <input type="checkbox"/>	Date Rescinded:

A) RESPONSIBILITIES

It is the responsibility of all personnel using animals at UTEP to abide by this policy as well as UTEP's Public Affairs Office (or any applicable UTEP entity). It is the responsibility of the IACUC to review for approval, properly justified requests for an exception to this policy.

B) APPLICATION

Faculty, employees, other UTEP personnel (including contracted parties) and students engaging in the use of photography in animal research areas must be aware of and familiar with LARC and IACUC policies surrounding this activity.

C) SAFETY PRECAUTIONS

When appropriate, all security measures (including involvement of The UTEP Police Department) will be taken to ensure the safety of all personnel and animals, and the integrity of the research.

D) DEFINITIONS

- **Photography** - For the purposes of this policy “photograph(s),” “photographic” and “photography” will be used to indicate any recording of an animal's likeness by image capturing means, including but not limited to still photography, video recording, digital imaging, scans and other media. NOTE: Radiographic imaging is not included in this definition.
- **Animal Research Areas** – Includes any laboratory, housing facility or other area located on UTEP property which maintains research animals or is engaged in research involving an animal protocol.

- **Authorized Use** - For the purposes of this policy “authorized use” means prior written consent from LARC or IACUC or any additional written consent required from management in certain UTEP facilities.
- **LARC** – Laboratory Animal Resource Center.
- **IACUC** – Institutional Animal Care and Use Committee.
- **Research Animals** – Any animal located, housed, and/or maintained within any facility located on UTEP property subject to research or other procedure associated with an animal research protocol.

E) BACKGROUND INFORMATION

This policy is intended to accommodate the use of photographic devices for collection of legitimate research data. In order to protect the confidentiality of faculty research, to provide a minimally disruptive atmosphere for the resident animals, protecting the health of research animals, and to guard against the misinterpretation of appropriate and humane policies and procedures, recording is not allowed except for official purposes outlined in this policy.

UTEP faculty, employees, other UTEP personnel, and students should exercise caution not to capture other animals, location-specific information, or proprietary information when photographing research animals pursuant to a signed written consent from the LARC, or the IACUC. The IACUC reserves the right to review any photography before release, and may require destruction of such images/recordings.

Violation of this policy will be brought to the attention of IACUC Full Board which will investigate the incident and recommend corrective action with participation from the Institutional Official and the particular Department Head.

Violation of this policy or any of the LARC or IACUC photography policies may result in appropriate disciplinary action and up to and including termination for employees; contractors or consultants. Students found to violate the policy will be referred to the Office of Student Conduct for appropriate disciplinary action. Additionally, individuals may be subject to loss of access privileges.

UTEP recognizes the need for its faculty, employees and students to document certain procedures, welfare concerns or outcomes related to animal research by using photographic devices. Images, audio recordings or videos of research animals posted to any social media outlet is strictly prohibited. Photography taken of research animals for entertainment purposes or for a malicious use is strictly prohibited.

Photographic equipment and personnel entering animal use areas can affect animal health and pathogen status. Bright lights can affect the animals' photoperiod or introduce stress. Noise from personnel and equipment can disturb the animals and cause stress-related responses. For all of these reasons, the use of still and video cameras is not allowed in animal use areas except in certain circumstances. These exceptions are:

- 1) When specifically outlined in an approved IACUC protocol for research/teaching purposes.
 - a) Photography taken for the legitimate purpose of publication in manuscripts, or in presentations at conferences or professional organizations external to UTEP or in any public forum where such photographs may be viewed by unauthorized individuals is acceptable.
 - b) Investigators are urged to carefully consider all possible interpretations and uses of pictures of research animals taken for documentation or publication. Inclusion in an IACUC protocol should address the following:
 - (1) impact of the recording to the animal's environment;
 - (2) contact between the recorder and animal;
 - (3) security of obtaining and storing the recording.
- 2) Documentation requirements by regulatory inspectors (e.g. USDA representatives)
- 3) Documentation by LARC personnel or IACUC members for IACUC related matters only.
- 4) Documentation by lab personnel for animal welfare related matters only.

ALL OTHER PHOTOGRAPHS OR VIDEOTAPES OF ANIMALS OR ANIMAL-RELATED ACTIVITIES AT UTEP MUST FOLLOW THE PROCEDURES BELOW.

F) PROCEDURES

- 1) Principal Investigators, faculty, staff, without an approved IACUC protocol who desire to photograph, video- or audio record any animal related activity in animal use areas, or animal facilities must make a request in writing ([Photography Request Form](#)) to the Attending Veterinarian or Animal Facility Manager via e-mail to larc@utep.edu at least 72 hours prior to media capture.
 - a) Photography, video- or audio-taping may proceed only after review and approval by the Attending Veterinarian or Animal Facilities Manager.
- 2) Developing and Editing.
 - a) Videos and photographs must be produced with absolute attention to professional conduct and concern for animal welfare.
 - b) The approving individual has the right to request review of all materials produced before release.
- 3) Storage/Disposal.
 - a) Videos, photos and audio recordings must be stored securely or properly disposed.
- 4) In the absence of the Attending Veterinarian or Animal Facility Manager, the Executive Director of LARC, together with the Chairman of the IACUC, will assume all the responsibilities involved.