

22 May 2024

Dear Colleagues,

The ACC does not hold regular monthly meetings during July and August. Nonetheless, summer remains a busy time for research and the ACC. As such, we use an established process for managing **urgent or time-sensitive amendments** to existing AUPs and to review **new applications** to facilitate research in the summer:

| Submission Period   | Reviewed by Committee      | Decision by     |
|---------------------|----------------------------|-----------------|
| May 25 – June 28    | July 12                    | July 26         |
| June 29 – July 19   | August 2                   | August 14       |
| July 20 – August 30 | September 20 (Regular Mtg) | Regular Process |

Minor (“welfare neutral”) amendments may be considered for an expedited review by the Veterinary Director on a “first come-first served” basis over the summer using the RAIS system, which will be in place for Expedited Amendments by that time. **Please note: Expedited Amendments on RAIS are only accessible for approved AUPs that currently reside on RAIS.** PDF AUPs must continue to follow the [previous process and paperwork submission pathway](#), remitting the request form to [animaethics@uvic.ca](mailto:animaethics@uvic.ca). Questions about rules governing the expedited review process should be directed to the Veterinary Director ([acsvet@uvic.ca](mailto:acsvet@uvic.ca)).

As always, if there is a compelling and urgent need to have your proposal considered for review outside of these times, please contact the Animal Ethics Liaison ([animaethics@uvic.ca](mailto:animaethics@uvic.ca)) for assistance.

This information will be uploaded to the Research and Teaching with Animals website for ease of future reference. Please contact [animaethics@uvic.ca](mailto:animaethics@uvic.ca) if you have any questions.

Best regards,

Drs. Jennifer Cobb and Julian Lum  
Animal Care Committee Co-Chairs