

University of Hawaii: IACUC Policies & Guidelines

Photography & Videography of Vertebrate Animals (10/2024)

Purpose

This Policy outlines permissible videography, photography and audio recordings in areas where vertebrate animals are housed, tested or used at the University of Hawaii (UH). It provides guidelines on how to best share video/photo/audio material that captures live or dead animals. The intent of the policy is to ensure the safety and welfare of our animals, ensure respect for the privacy and safety interests of faculty, staff, and students who work with vertebrate animals, and to prevent misleading representation of animal care and use at UH.

Policy

Use of photography, videography, and/or audio recordings of research animals for any purpose must be described and approved in an IACUC-approved research protocol.

Some acceptable uses of such material include but are not limited to:

1. When performed by the PI or designee for the purpose of recording activities described in the IACUC-approved protocol (e.g., behavioral testing recordings);
2. When performed by the Attending Veterinarian (AV) or designee for documenting disease, veterinary care, or treatment;
3. When performed by compliance personnel or government inspectors to document facilities, compliance, or animal welfare issues;
4. For publication in scientific journals, theses, books, JoVE or similar visual journals
5. Scientific meeting presentations
6. Educational programs where the UH PI monitors and approves the content
7. Sharing between PI/laboratory staff for questions and guidance.

Personnel listed on an approved IACUC protocol who wish to record in animal use areas for reasons not described above must have prior approval from the IACUC Chairman or AV.

PI Responsibilities

PIs are responsible for the possession, use, and distribution of all visual images created by the PI or his/her designee when the images or recordings include vertebrate animals or their parts. Images, videos, and/or audio recordings are considered animal records and must be retained for a minimum of three (3) years after the project ends. Storage should be in a secured location such as a password-protected hard drive or UH-secured network drive. Imagery should be deleted when no longer needed.

Guidelines

Once the use of videography, photography, and/or audio recordings are approved in your IACUC protocol, there are some general guidelines to keep in mind:

- What we perceive as appropriate may not necessarily be seen similarly in the public eye. Some may find the material offensive. When possible, focus the image on the specific site on the animal's body you wish to highlight rather than images of the whole animal.
- Appropriate and accurate context must be shown when recordings are made and all IACUC and safety policies must be followed. (e.g. personnel are wearing required personal protective equipment and SOPs for animal welfare are followed in the image/video).
- For security purposes, do not capture identifying markers, such as names, cage cards and locations, or edit these details out.
- Other personnel may not be recorded or photographed without their permission.
- No images or recordings of research animals, procedures, equipment, or facilities are permitted to be posted on any social media sites or any other public outlets, without approval from the PI and an IACUC-approved protocol that describes the use of such public outlets.
- Users should be aware that media created for research purposes may be subject to Public Records Requests.
- Whether social media is being used for business or personal use, being thoughtful about what and how much to share on a social media platform is important. In some instances, information taken out of context can be damaging to the individual's reputation and/or the University.
- Images taken of research animals for entertainment purposes or for a malicious use is strictly prohibited.

Non-compliance with this policy may result in the suspension or revocation of animal use privileges. Violation of this policy will be brought to the attention of the IACUC, which will investigate this incident and recommend corrective action.

Direct any questions regarding this policy to awp@hawaii.edu.

IACUC Approved 10/17/2024