



## ANIMAL CARE CONCERN AND INCIDENT FORM

**This form is to report incidents and concerns on research animal welfare.  
ALL INFORMATION PROVIDED THROUGH THIS FORM WILL BE KEPT CONFIDENTIAL.**

To assist the ARC in investigating your concern, please provide the information below.

### I. SPECIFICS OF THE INCIDENT OR CONCERN

Date and time of incident:

Incident location:

Animal species involved:

Date of form submission:

Were other witnesses present?

Yes

No

Describe, in as much detail as possible, the event in question:

In the case further information is required for the investigation, please provide the following information.

### II. CONTACT INFORMATION

Name:

Position:

College:

Department:

Contact number:

Email:

#### ARC OFFICE USE

Date complaint received:

Date complaint resolved:

Remarks:

ARC Director signature:

Date:



**Examples of reportable incidents:**

---

- Conditions that jeopardize animal well-being resulting in actual harm or death to animals.
- Participation in animal-related misconduct by individuals.
- Failure to monitor animals post-procedurally as necessary to ensure their well-being.
- Failure to maintain appropriate animal-related records (e.g., identification, medical, husbandry).
- Failure to ensure the death of animals after euthanasia procedures.
- Failure of animal care and use by ARC personnel.
- Conditions that jeopardize the health and safety of workers at the ARC.