



# Post-Approval Monitoring Report– Field Studies

PAM File # \_\_\_\_\_ Date Opened: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_  
 Lab Team members present: \_\_\_\_\_  
 Protocol #(s): \_\_\_\_\_  
 Protocol Title(s): \_\_\_\_\_  
 Date of Video/Photo Review: \_\_\_\_\_  
 PAM Team Members: \_\_\_\_\_

## Part 1: Video/Photo Review

### Part 1.1 (General)

#### The Protocol and Personnel

- |   |       |   |       |    |                                                                                                                               |
|---|-------|---|-------|----|-------------------------------------------------------------------------------------------------------------------------------|
| Y | _____ | N | _____ | 1. | Does the PI have the most recent and approved version of the protocol?                                                        |
| Y | _____ | N | _____ | 2. | Do the lab personnel have easy access to the most recent version of the approved protocol(s), SOPs, and hazard assessment(s)? |
| Y | _____ | N | _____ | 3. | Have the investigators and lab team members read the protocol(s), SOPs, and hazard assessment(s)?                             |
| Y | _____ | N | _____ | 4. | Are the people performing the study listed on the protocol?                                                                   |
| Y | _____ | N | _____ | 5. | Have all personnel completed the required training?                                                                           |
| Y | _____ | N | _____ | 6. | Has a <a href="#">Field Activity Safety Plan Checklist</a> been completed and submitted to Risk and Safety?                   |
|   | _____ |   | _____ |    |                                                                                                                               |

Observations:  
 Comments:

#### Licenses or Permits

- |   |       |   |       |     |       |    |                                                                                     |
|---|-------|---|-------|-----|-------|----|-------------------------------------------------------------------------------------|
| Y | _____ | N | _____ | N/A | _____ | 7. | Are licenses and/or permits required for this protocol?                             |
| Y | _____ | N | _____ | N/A | _____ | 8. | Has the PI ensured that all licenses and/or permits are in place for this protocol? |
| Y | _____ | N | _____ | N/A | _____ | 9. | Has permission been received from owners for access to private lands?               |

Observations:  
 Comments:

#### Projects where Procedures are Limited to Field Observation Only

- |   |       |   |       |     |                                                                                           |
|---|-------|---|-------|-----|-------------------------------------------------------------------------------------------|
| Y | _____ | N | _____ | 10. | Do the observational activities minimize disturbance to the population under observation? |
|---|-------|---|-------|-----|-------------------------------------------------------------------------------------------|

*Note: For strictly observational studies, proceed directly to Part 1.3.*

Observations:  
 Comments:

### Part 1.2 (Projects Involving Manipulation of Wildlife)

#### Indirect Manipulation

- |   |                          |   |                          |                              |                                                                                                                                                                                    |
|---|--------------------------|---|--------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 11. Does the study involve indirect experimental manipulation of animals in the field (e.g. staged predatory encounters, food supplement experiments, and acoustical experiments)? |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 12. If so, is there provision of protective barriers and escape routes to reduce animal injury?                                                                                    |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 13. Are there well-defined endpoints in place in the event of animal injury?                                                                                                       |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 14. Is there a copy of a plan in the fieldbook for dealing with animal injury/death?                                                                                               |

Observations:  
Comments:

### Direct Handling of Wildlife – Capture and Marking

- |   |                          |   |                          |                              |                                                                                             |
|---|--------------------------|---|--------------------------|------------------------------|---------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 15. Are approved appropriate methods used for restraint/capture?                            |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 16. Are traps and/or nets checked frequently to avoid injury or death to captured animals?  |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 17. Are approved appropriate methods used for individual marking?                           |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 18. Is the length of the restraint period kept to a minimum to reduce stress to the animal? |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 19. Are there well-defined endpoints in place in the event of animal injury?                |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> |                              | 20. Is there a copy of a plan in the fieldbook for dealing with animal injury/death?        |

Observations:  
Comments:

### Direct Handling of Wildlife – Invasive Procedures (Live Animals)

- |   |                          |   |                          |                              |                                                                                                            |
|---|--------------------------|---|--------------------------|------------------------------|------------------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 21. Are approved appropriate methods used for blood/tissue collection?                                     |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 22. If blood samples are required, is the total volume removed <1% of the total body weight of the animal? |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 23. If tissue samples are taken, do the procedures used minimize stress and pain?                          |

Observations:  
Comments:

### Direct Handling of Wildlife – Anesthesia

- |   |                          |   |                          |                              |                                                                                                   |
|---|--------------------------|---|--------------------------|------------------------------|---------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 24. Are the methods of anesthesia in compliance with the protocol?                                |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 25. Are anesthetized animals monitored according to the approved method in the protocol?          |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 26. Are the animals maintained at an appropriate depth of anesthesia for the procedure performed? |

Observations:  
Comments:

### Direct Handling of Wildlife – Release of Animals

- |   |                          |   |                          |                              |                                                                 |
|---|--------------------------|---|--------------------------|------------------------------|-----------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A <input type="checkbox"/> | 27. Are animals monitored appropriately prior to their release? |
|---|--------------------------|---|--------------------------|------------------------------|-----------------------------------------------------------------|

- |   |                          |   |                          |     |                          |                                                                                                                          |
|---|--------------------------|---|--------------------------|-----|--------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 28. Is the animal that is released in appropriate physiological condition that would maximize its survival?              |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 29. Is the animal released to a suitable habitat to minimize impairment to the ecological integrity of the release site? |

Observations:  
Comments:

### Direct Handling of Animals – Euthanasia

- |   |                          |   |                          |     |                          |                                                                                       |
|---|--------------------------|---|--------------------------|-----|--------------------------|---------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 30. Does the method of euthanasia correspond with what is written in the protocol?    |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 31. Is death assured by performing an appropriate physical examination when required? |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 32. If a physical method is used, is anesthesia administered prior to euthanasia?     |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 33. Is the carcass properly disposed of?                                              |

Observations:  
Comments:

### Part 1.3 (Health and Safety)

- |   |                          |   |                          |     |                          |                                                                                                                                                 |
|---|--------------------------|---|--------------------------|-----|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 34. Is a field first aid kit available?                                                                                                         |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 35. Are there protective controls in place for researchers who will be working alone in the field?                                              |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 36. Are personnel aware of the hazard assessment and follow all applicable safety precautions?                                                  |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 37. Are personnel aware of procedures in case of injury or exposure to hazardous material (e.g. bites, scratches, needle pricks, spills, etc.)? |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 38. Are copies of MSDS available to all personnel?                                                                                              |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 39. Are sharps containers available?                                                                                                            |

Observations:  
Comments:

### Part 1.4 (Record Keeping)

- |   |                          |   |                          |     |                          |                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|---|--------------------------|---|--------------------------|-----|--------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 40. Is there any up-to-date record of the number of animals used in the protocol? (Note: The AWC acknowledges that there are environmental factors beyond the researcher's control that have the potential to affect animal wildlife population numbers in natural habitats. For this reason, the AWC is flexible with respect to estimated numbers in the protocol and the reporting of actual numbers recorded in the field.) |
| Y | <input type="checkbox"/> | N | <input type="checkbox"/> | N/A | <input type="checkbox"/> | 41. Is the use of controlled products logged & stored appropriately in accordance to the Government of Canada Controlled Drugs and Substances Act?                                                                                                                                                                                                                                                                              |

Observations:  
Comments:

## Part 1.5 (Signatures)

\_\_\_\_\_  
PAM Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
PAM Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

## Part 2: Suggested Recommendations

Type of Recommendation		
<i>No recommendation</i>		No changes required to an excellent procedure.
<i>Minor recommendation</i>	*	Propose changes that could improve an already acceptable procedure.
<i>Regular recommendation</i>	**	Propose changes in order to correct a minor problem.
<i>Serious recommendation</i>	***	Requires the adjustment of a procedure in order to meet the standards of the CCAC.
<i>Major recommendation</i>	****	Requires an immediate change to a procedure considered to be unacceptable to the wellbeing of the animal.

Observations	Recommendations	Type	Follow-Up Recommended	O R	PI Confirmation Recommended
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>

## Part 3: AWC Recommendations

Type of Recommendation		
<i>No recommendation</i>		No changes required to an excellent procedure.
<i>Minor recommendation</i>	*	Propose changes that could improve an already acceptable procedure.
<i>Regular recommendation</i>	**	Propose changes in order to correct a minor problem.
<i>Serious recommendation</i>	***	Requires the adjustment of a procedure in order to meet the standards of the CCAC.
<i>Major recommendation</i>	****	Requires an immediate change to a procedure considered to be unacceptable to the wellbeing of the animal.

Observations	Recommendations	Type	Follow-Up Recommended	O R	PI Confirmation Recommended
			<input type="checkbox"/>		<input type="checkbox"/>
			<input type="checkbox"/>		<input type="checkbox"/>

			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

### Part 4: Follow-Up/Confirmation

Date of Follow-Up/Confirmation	Follow-Up/Confirmation Item	Out-Come (resolved, under appeal)

### Part 5: Closure

Date File Closed: \_\_\_\_\_

Date Closure Letter Submitted: \_\_\_\_\_