

## **IMAGE/AUDIO DATA CAPTURING IN RESEARCH AREAS INVOLVING ANIMAL EXPERIMENTS**

In order to protect University of Rochester property, the privacy of employees, and the safety of animals, the following restrictions are placed on image capturing and audio recording.

- I. Image capturing and/or audio recordings in the vivarium are prohibited unless authorized by the Animal Resource Executive Director or their designee and the Principal Investigator responsible for the activity. Image capturing and/or recordings in any other areas where animals are housed, transported, or used for research or teaching is prohibited unless authorized by the Principal Investigator responsible for the activity.
- II. The Animal Resource Executive Director or-designee must be notified if images are used outside the laboratory, regardless of where the images or audio are captured.
- III. These restrictions do not apply to University security and crime prevention devices. Public Safety must approve the installation of any covert image capturing and covert audio recording device.
- IV. Image capturing or audio recording for clinical purposes by DCM may be done with PI notification.
- V. Secure Connectivity: Any Legally Restricted information transmitted to or from the mobile device (e.g., wireless or the Internet) should be encrypted. Communication protocols such as SMS (Text Messaging) are not considered secure and in some cases, like for Protected Health Information (PHI), may result in a breach of confidentiality. <https://tech.rochester.edu/policies/mobile-computing-device-security-standards/>

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