



Standard Operating Procedure:
Position Statements

New Position Statements

- New position statements may be suggested by ASV members at any time by writing to info@sheltervet.org.
- The Position Statement Committee (PSC) will evaluate the suggestion and present it to the Board of Directors (BOD) for approval prior to drafting.
- The PSC will then draft the new statement and present it for review by a minimum of two independent topic experts selected by the PSC.
- The PSC will concurrently post a draft of the new statement in a members-only location on-line and inform members that the statement is available for member comment for 30 days.
- The PSC will then revise the statement as necessary and present a final draft to the BOD for comments and a vote of approval.
- If required, the PSC will further revise the document, then present the revised statement to the BOD for a final vote.
- The PSC will work with our administrative assistant for final formatting, posting, and publicly announcing its release.

Position Statement Revisions

- Revision of existing statements may be suggested by ASV members at any time by writing to info@sheltervet.org.
- The Position Statement Committee (PSC) will evaluate the suggestion and present it to the Board of Directors (BOD) for approval prior to drafting revisions.
- If approved, the PSC will then draft the revised statement and present it to the BOD for editing, revision, and re-approval.
- Existing position statements may be reviewed as needed based on the release of new information in the field, but at a minimum of once every 5 years.
- If the position statement is no longer relevant, it can be retired with an explanatory statement and remain published on the website, subject to a vote of the BOD. Alternatively, a statement can be removed after a vote of the BOD.

- Retirement implies that the statement is no longer relevant in the current animal welfare context but is not harmful to the goals of ASV
 - Removal implies that the ASV no longer supports that statement as written, the statement is not supported by the scientific literature, or has a potential to be harmful to the goals of ASV.
- Input may be solicited from independent topic experts and member forums at any time during the revision process as deemed appropriate by the PSC or BOD.
- The Chair of the PSC is responsible for identifying position statements due for revision at the beginning of each BOD term.