Subject: Live Animals

Source: University policy

PURPOSE

To assign the responsibility for the ordering and procurement of live vertebrate animals use in teaching and research.

POLICY

PUR 305-01-01: Approval for Live Animals Procurements
The Institutional Animal Care and Use Committee (IACUC) is responsible for reviewing and approving all teaching and research activities involving the use of live vertebrate animals. No live vertebrates may be obtained or used without prior IACUC approval and notification of the IACUC Coordinator before animals are ordered. The IACUC coordinator must monitor procurement to ensure animals are obtained legally and that the number of animals does not exceed that approved by the IACUC. Most vertebrates may only be obtained from approved vendors to assure that only pathogen free animals enter the facility. The IACUC must previously approve any exemptions to this policy.

PUR 305-01-02: Purchase of Live Animals
The requesting Principle Investigator (PI) or designee shall e-mail the following information to the IACUC coordinator:
1. Animal Genus and species, stock/strain/breed or common name,
2. Gender
3. Age
4. Number of each requested
5. Specific Pathogen Fee vendor
6. Any specialization requested (i.e., surgical procedure, timed pregnancy)
7. Date of arrival requested
8. Approved IACUC Protocol Number and PI name
9. Area/Organization Number

The IACUC coordinator will place orders within 3 business days. Confirmation of vertebrate animal order will be e-mailed to PI and requestor with arrival date information.

CROSS REFERENCE

PUR 205.00 Prohibited Purchases
PUR 302.01 Departmental Purchase Orders
PUR 303-00 Competitive Bidding (Complete Section)