



A. PURPOSE

To provide investigators with guidance on the IACUC's requirements regarding the procurement of animals, including transfer of animals between protocols.

B. GUIDELINES

1. With the exception of animals collected in the wild or individual case by case exceptions, animals that fall into one or more of the categories below must be purchased or acquired using established University Animal Care purchasing, acquisition, or protocol transfer procedures:
 - a. All animals used for biomedical research, regardless of housing location
 - b. All animals housed within University Animal Care facilities
 - c. All animals to be used for PHS funded protocols
 - d. All animals transferred from another university or institution
2. For investigators who use animals that do not fall into one of the classifications above, they must accurately track the date, number, and species of animals acquired, transferred between protocols, or used as part of an approved protocol. This information must be provided to the IACUC, Animal Welfare Program, and/or regulatory bodies as requested.
3. Investigators using privately-owned (not owned by the University) animals for research, teaching, or testing must keep records that include the date, number, and species of animal as well as a release/consent form signed by the owner or owner's representative.
4. This policy allows the IACUC to ensure that:
 - a. There is an IACUC approved protocol in place
 - b. The animals are acquired under the appropriate protocol and pain category
 - c. The protocol has sufficient numbers of each species or pain category to accommodate the acquisition or that the protocol is amended to include the additional animal numbers as needed
 - d. The animals have the appropriate health status (where applicable)
 - e. The animals are procured from appropriate vendors, including ensuring that vendors have appropriate USDA licensure in place (where applicable)
 - f. Current animal usage data is available for all species

C. REFERENCES, MATERIALS, AND/OR ADDITIONAL INFORMATION

1. [Animal Welfare Act Regulations AWAR §2.35, AWAR §2.36,b,5-8, AWAR §2.31,e,1-2](#)
2. [Guide for the Care and Use of Laboratory Animals p. 106-107](#)