

Subject: Policy for Holding Animals after a Protocol Expires

BACKGROUND

The National Research Council's [*Guide for the Care and Use of Laboratory Animals*](#) requires that all animals used in research, testing, or education must be covered under a protocol approved by an Institutional Animal Care and Use Committee (IACUC). In the event that a protocol expires while animals are still in-house, the IACUC has developed the following Policy to handle animal care and disposition. It is expected that a new protocol be submitted and approved as soon as possible. The IACUC is mandated to report all serious or continuing issues of non-compliance to NIH/OLAW and, if applicable, the USDA.

IACUC Policy

1. Principal Investigators are notified by the IACUC office four months prior to protocol expiration, and every month thereafter until the office receives information from the PI on the status of the research protocol (i.e. "animal work is completed" or "animal work will continue – a new protocol will be submitted"). If a new protocol application is not submitted for committee review and approved prior to the expiration of the old protocol, the principal investigator and his/her department chairperson will be notified that all animals associated with the protocol will be immediately transferred to the IACUC Holding Protocol the day after the protocol expires.
2. The animals will be maintained in the Division of Laboratory Animal Resources (DLAR) facilities and husbandry provided by DLAR staff. Animals can remain on the Holding Protocol for a **period not to exceed two IACUC review cycles (approximately 2 months)**.
3. Once animals are transferred to the Holding Protocol, the **principal investigator will no longer have access** to the animals except in certain circumstances. **NO experimental procedures** can be performed on any of the animals. This includes data collection, sample collection, surgery, administering test substances, or any other procedures that may have been previously approved.
4. The Chairperson of the IACUC has the authority to amend the Holding Protocol to include procedures necessary to allow breeding, which could include special husbandry care, genotyping, and/or culling in order to maintain valuable animals or foundation stock (e.g., transgenic, knock-out, or mutant mice). In these instances, the PI must provide scientific justification and a detailed breeding plan to the IACUC Chairperson.
5. DLAR per diem rates for animals maintained on the Holding Protocol will be charged to the PI of the previously approved protocol or the department chair, as will all costs associated with breeding procedures if applicable.
6. During the period when animals are on the Holding Protocol, the PI can submit a new protocol to cover these animals, or if appropriate, submit a request to the IACUC Chairperson to have the animals transferred to another current protocol. Only after final approval of the new protocol or authorization of transfer to a current protocol will the animals be transferred to another protocol via an amendment to the Holding Protocol.
7. If after a period of two IACUC review cycles a new protocol or a request for transfer has not been approved, the animals on the Holding Protocol will be either euthanized by an AVMA-approved method or, if the animals are suitable, offered by the IACUC for transfer to appropriate, approved animal protocols maintained by other investigators. The Institutional Official will be notified.