



INDIANA UNIVERSITY
RESEARCH

Institutional Animal Care and Use Committee (IACUC)

Animal Procurement Policy for Campus Core Facilities

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Effective: April 24, 2023
Last Updated: April 24, 2023

Responsible University Officer:
Vice President for Research

ADDITIONAL DETAILS

Web Address
Related Information

Policy Owner:
Bloomington Institutional Animal Care and Use Committee

Policy Contact:
IACUC Manager

Reason for Policy

- 1) The veterinary medical care of laboratory research animals is federally mandated. This policy states: ***All animals must be acquired lawfully, and the receiving institution should make reasonable attempts to ensure that all transactions involving animal procurement are conducted in a lawful manner.*** (The *Guide*, 8th edition, p. 106.)
- 2) LAR staff is to be aware of the number and status of animals being procured, to ensure the availability of space, to prepare for quarantine and assure bio-security of animals, address special housing conditions, etc., as applicable.
- 3) Procurement of animals is permitted after the appropriate IACUC protocol has been approved, when sufficient animal numbers are available on the protocol, and when the vendor/supplier has been approved.
- 4) Additionally, animal numbers are updated and tracked on a constant basis for reports required by federal and accreditation agencies as well as for internal and external audits.

Policy Statement

Procurement of all animals housed on the IUB campus:

1. Animals that are to be housed in the core animal facilities or PI maintained satellite facilities require Laboratory Animal Resources (LAR) approval and must be ordered through LAR when coming from commercial vendors, currently approved protocols or other institutions.
2. Transfer request forms are required when animals are transferred from campus breeding colony protocols when there is IACUC approval for this activity.
3. Animals captured in the field are reported to the IACUC office. If field caught animals are to be housed at IUB, it is helpful to notify LAR of the new animals pending arrival, especially if animals are being placed in a previously empty facility.

Procurement Process

When acquiring animals from an approved vendor or other outside institution, the process is initiated by completing the *Animal Procurement Form* via iLab. This form is located in iLab under the **Request Services** tab at:

https://iu.ilab.agilent.com/sc/5852/laboratory_animal_resources_bloomington/

Transfer Process

For transfer of animals from a different location on campus (a different room and/or building), a different protocol, or a different per diem account number, the transfer must be reviewed and approved by LAR prior to occurring. The process may be initiated by submitting an *Animal Transfer Request* form via iLab under the **Request Services** tab at: https://iu.ilab.agilent.com/sc/5852/laboratory_animal_resources_bloomington/.

Forms

Forms can be obtained in the iLab system under the Request Services tab at:

<https://iu.ilab.agilent.com/landing/321>

Sanctions

Failure to comply with IACUC policies may result in noncompliance reports to the Institutional Official, the Office of Laboratory Animal Welfare (OLAW), the U.S. Department of Agriculture (USDA), and/or the suspension of animal use privileges. In addition, the availability of sponsored research funds may be affected when an Investigator is found to be in violation of these policies.

Additional Contacts

Subject	Contact	Phone	Email
Veterinary Concerns	LAR Veterinarians	855-2356	lar@indiana.edu
Policy	IACUC Manager	855-5138	biacuc@indiana.edu

Web Address for this Policy

<https://research.iu.edu/policies/bloomington-animal-care-and-use.html>

Related Information

Stabilization of Newly Arrived Research and Teaching Animals Policy

<https://research.iu.edu/policies/bloomington-animal-care-and-use.html>