

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE
Policy #12
PROCUREMENT, HOUSING, AND ACCOUNTABILITY FOR THE USE OF LIVE VERTEBRATE ANIMALS

In concurrence with
TTUHSC El Paso Assurance #D19-01056
and Federal Regulations and Guidelines

Purpose

The *Guide for the care and use of laboratory animals* states that an appropriate animal use program “provides environments, housing, and management that are well suited for the species or strains of animals maintained and takes into account their physical, physiologic, and behavioral needs, allowing them to grow, mature, and reproduce normally while providing for their health and well-being.” LARC and the PI are jointly responsible to ensure these needs are met. The purpose of this policy is to define the appropriate procedures for animal procurement and housing at TTUHSC El Paso.

Procurement

The following procedure must be followed regardless of the funding source used for procurement.

- Live vertebrate animals (“live animals”) used for teaching or research, under the auspices of TTUHSC El Paso, may be ordered only if an approved IACUC protocol exists for that purpose.
- All orders for live animals must be processed by the TTUHSC El Paso LARC.
- All live animals ordered must be delivered to the TTUHSC El Paso LARC.
- Upon arrival the animals must be checked by the LARC for the correctness of the order and for the animals' health status. The LARC will notify the principal investigator (PI) regarding the animals' status, and the animals will be housed in the LARC.
- The live animals ordered by the LARC or transferred onto a protocol must not exceed the number approved under the IACUC protocol.

Housing

- All animals must be housed within the TTUHSC El Paso LARC facility, except when specified in the approved IACUC protocol.
- USDA-regulated animals (which include all warm-blooded vertebrates except rats of the genus *Rattus*, mice of the genus *Mus* and birds) must not be held outside the LARC for more than **12 hours** unless specified in the IACUC-approved protocol.
- No other vertebrate animals are to be held outside of the LARC for more than **24 hours** unless specified in the IACUC-approved protocol.
- Any site where animals are held for times exceeding those specified above is, by law, considered a satellite animal housing facility and must comply with the regulations outlined within "The Guide for the Care and Use of Laboratory Animals" (published by the National Academy of Sciences), and the U.S. Department of Agriculture (USDA, [1]) and the National Institutes of Health, Office of Laboratory Welfare (OLAW, [2]). When animals are to be housed in a laboratory, the PI will be responsible for following the regulations governing housing facilities, maintaining the laboratory in a manner that complies with those regulations, and maintaining appropriate records as defined by the regulations.
- Animal housing must comply with TTUHSC policies, rules from "The Guide", and federal laws and regulations governing the sizes of cages, numbers of animals per cage, food supply, water supply, temperature, humidity and light cycle, and frequency of cage/bedding changes, except when specified in an approved IACUC protocol.

- All animal rooms must be maintained by LARC personnel unless otherwise authorized by the Institutional Veterinarian or designee, or stated in an approved IACUC protocol. If a PI's study involves the use of special diets or has other special husbandry requirements, the PI should liaise with the Institutional Veterinarian or his/her designee to discuss how these will be implemented.

Related policies

Investigators must comply with all other institutional policies at TTUHSC El Paso and Federal Guidelines. This list includes, but is not limited to, the following:

IACUC Policy 1: Animal Use Performed by/for TTUHSCEP Investigators at External Sites

LARC Mouse Housing Density and Breeding Schemes Policy

LARC Policy on Overcrowded Cages

References

1. USDA Animal Welfare Act, Animal Welfare Regulations and Animal Welfare Policies:
www.aphis.usda.gov/wps/portal/aphis/ourfocus/animalwelfare
2. OLAW regulations on housing facilities: <http://grants.nih.gov/grants/olaw/olaw.htm>