



DOCUMENTING NUMBER OF ANIMALS USED FOR RESEARCH & TEACHING

Overview/Purpose

Federal regulations require the IACUC to consider the number of animals proposed as part of the protocol review process to ensure the requested number is justified. Implicit in this expectation, is that the institution have a mechanism to monitor the subsequent number of animals used. This policy describes the requirements for documenting animal numbers.

Definitions

1. **Animal Numbers** – an approximate count of animals
2. **Animal Use** –animals who undergo any type of activity for research, training, teaching, or testing. Activities conducted on animals prior to weaning is considered “animal use” however, fetal or embryonic stages are exempt.

Requirements

1. Animal usage is documented in eProtocol via manual reporting of animals used, or automatically reported if animals are housed in ULAR facilities.
2. For animals not housed in ULAR facilities, or used and culled prior to weaning the PI or designee is responsible for documenting animal usage by manually reporting the number in eProtocol. Manual reporting is for animals used in field studies; agriculture studies; aquatic studies; animals housed at the Veterinary Medical Center and Finley Farm; and animals used or culled prior to weaning.
3. The number of animals used on a protocol should be reported in eProtocol at the time of receipt or transfer to the IACUC protocol and if applicable, manual reporting completed at least annually.
4. The PI is responsible for monitoring the number and species of animals used to avoid exceeding the number approved in the IACUC protocol. An amendment must be submitted and approved to increase the number of animals allowed prior to use.

Applicable Regulations

1. Animal Welfare Act (AWA, Public Law 89-544, 7 U.S.C.)
2. Animal Welfare Act Regulations (AWAR, 9 CFR, Chapter 1, 2, and 3)
3. Health Research Extension Act of 1985 and Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals
4. National Research Council *Guide for the Care and Use of Laboratory Animals*, Eighth Edition. National Academy of Sciences, 2011
5. The Federation of Animal Science Societies *Guide for the Care and Use of Agricultural Animals in Research and Teaching*, 2010

Additional Information/Guidance

1. Office of Laboratory Animal Welfare FAQ F2
2. OSU Investigator Guidance Document- Manually Reporting Animal Numbers

History of Revisions

003-00 - new policy approved 10/2002

003-01 – reformatted and revised approved 04/20/12

003-02 – revisions provide clarification for when manual reporting of animal numbers is required- approved 02/19/16