

IACUC SOP:	Statement on Holding Protocol and Use of Holding Protocol	
SOP#108.00	IACUC Approval: 7/14/2022	IO Approval: 8/24/2022

Performance Standard

To provide a mechanism for holding animals not assigned to an active A&M-SA-IACUC approved protocol.

Background/Purpose

All animals maintained by Texas A&M University-San Antonio for teaching or research purposes must be covered by an active, approved IACUC protocol. The IACUC has the responsibility to ensure all animal teaching and research activities meet federal law, Public Health Service policy, and accreditation expectations. This SOP specifically addresses the holding of animals on a global animal holding protocol. This Holding Protocol does not expire and does not require Annual Renewal.

Roles

- Researcher/Principal Investigator: The investigator should work with the IACUC to ensure that protocols are active and current and will remain so for duration of the research or teaching activity.
- IACUC: Provide a mechanism for rapid transfer of animals in cases where it is necessary to protect the wellbeing, welfare, or prevent the wastage of the animals.
- Attending Veterinarian (AV) or designee: Will maintain a A&M-SA Holding Protocol for the purpose of temporarily holding and maintaining animals that are not covered by an existing protocol. AV will serve as the PI and DRC (Director of Research Compliance)/BSO (Biosafety Officer) will serve as co-PI's on the protocol. In the absence of the AV, the DRC will serve as designee.

Details

1. Eligibility for Participation Under this SOP:

Use of the Holding Protocol is intended to be temporary. **Permission must be obtained from AV, DRC or IACUC Chair prior to use of the Holding Protocol.** Situations which may result in the use of this protocol might include but not limited to:

- a. Animals ordered/acquired without an approved protocol (potential non-compliance situation).
- b. Animals originating from inactivated (or terminated) protocols.
- c. Animals on a protocol under investigation for potential issues of non-compliance where the welfare or well-being of the animals is in question.
- d. Investigators without an approved A&M-SA protocol having animals that may require immediate housing at A&M-SA.
- e. Investigators that are leaving A&M-SA and do not yet have the necessary approvals for transfer of animals to the new institution.

2. The PI (or his/her designee) requesting the use of the A&M-SA Holding Protocol must complete the “*Animals Holding Protocol Request Form*”.
3. Approval:

Only the AV or DRC are authorized to approve the transfer of animals to the Holding Protocol. Once approval has been received, the completed Holding Protocol form may be emailed to the DRC office at iacuc@tamusa.edu for processing. All actions involving the Holding Protocol will be reported to the IACUC at the next regularly scheduled meeting.
4. Management of Animals on the Holding Protocol:
 - a. No animal experimental or instructional procedures are allowed on animals maintained on the Holding Protocol.
 - b. Breeding to maintain viability of specific lines may occur under this protocol. Expansion colony breeding is not authorized.
 - c. Selected procedures or specialized husbandry condition may continue at the discretion of the AV or their designees in order to ensure animal health (e.g. Maintenance on a special diet, care of chronically implanted catheters or enhanced monitoring).
 - d. *Any associated safety procedures including use of personal protective equipment* will be maintained as appropriate and in accordance to the Institutional Animal Care and Use Committee approvals as necessary.
 - e. Feeding, sanitation and environmental enrichment will be maintained as appropriate for the species and conditions and in accordance with Animal Welfare Regulation and *The Guide for the Care and Use of Laboratory Animals*.
 - f. *Documentation of Animals Placed on the Holding Protocol*: When animals are placed on the holding protocol, there will be a note to document animal placement on this holding protocol made in the IACUC Protocol list. The actual counting/tracking of the animals will only be done on the research/teaching protocol these animals were actually acquired for (this prevents double counting of the animals).
 - g. If euthanasia is required for the animals in Holding Protocol, AV or their designee will perform it using appropriate methods as described in the protocol.
 - h. Other methods of disposition, as appropriate, may also be pursued to ensure the welfare of the animals.
5. Time limit:
 - a. Animals should be removed from the Holding Protocols as soon as possible. The maximum time for an animal to stay on the Holding Protocol without approval from AV is 2 months. After this period the AV/IACUC can provide extension on a case-by-case basis.
 - b. Failure to submit animal use protocol to the IACUC in a timely manner may result in a noncompliance and IACUC action.

6. **IACUC Office must be notified** of any pre-existing conditions of note for all animals transferred onto the Holding Protocol. Examples include but are not limited to:
 - a. Existing surgical implants.
 - b. Zoonotic and/or infectious disease potential including viral vectors.
 - c. Chemical or radiation hazard potential.
 - d. Special dietary and care needs.
 - e. Past surgical history.
 - f. Genetic anomalies that affect that appearance, health, and normal behavior of the animal.
 - g. Poor fecundity.

7. **Fees:** [Per diem](#) for animals on the Holding Protocols will be charged to the principal investigator.

History:

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