Hello and thank you for accessing this form from the University of Maryland, Baltimore County Institutional Animal Care and Use Committee web site.

Prior to submitting, please ensure that spelling and grammar are correct; this will assist in the timely review of this form during the IACUC evaluation process. Complete all sections of the protocol application (indicate N/A in the section not applicable to your protocol). "See attached proposal" or “See the previous section” are not an acceptable responses.

Enter information by clicking the ☐ box or typing in the **Click here to enter text.** area.

**Please go to UMBC** [**IACUC website**](http://research.umbc.edu/institutional-animal-care-and-use-committee-animal-care-use/) **for all up-to date guidance and information regarding the below questions.**

**Institutional Animal Care and Use Committee**

**Use of Holding Protocol Request Form for Principal Investigators**

Federal regulations require the IACUC to review and approve all activities involving the use of live vertebrate animals; all animals intended for use in research, testing, and teaching or for related purposes must be housed under an active and approved IACUC protocol at all times. These regulations also prohibit the IACUC from granting an extension of protocol approval past its expiration date three years after approval.

All animals at UMBC must be connected to an active IACUC approved animal protocol. Occasionally, situations occur where protocols become inactive, but animals remain in the vivarium. Animals maintained under a Holding Protocol will be housed according to the acceptable husbandry procedures described in the Guide for Care and Use of Laboratory Animals.

In order to avoid euthanasia of valuable research animals, and to remain in compliance with regulatory requirements, the IACUC will allow principal investigators (PI) to transfer animals to the holding protocol for a**maximum of 90 days**. During this time, investigators are asked to take the necessary actions to gain re-approval of their animal use protocol in order to avoid forfeiture of their animals. Animals remaining at the end of ninety days will be euthanized or transferred to another approved protocol unless an extension is granted by the IACUC.

The Holding Protocol procedure may be used for:

* Animals originating from inactive protocols (e.g., protocol approval expires, protocol is suspended or terminated)
* Animals arriving prior to the arrival of a new faculty member, but an IACUC protocol has not yet been approved
* Principal investigators who have left UMBC but whose animals cannot be immediately transferred to the new institution
* Animals on a protocol under investigation by the IACUC for potential issues of noncompliance where the welfare of the animals is in question.
* Animals being acquired from the wild or other institutions which have become available suddenly and provide an opportunity for research and study.
* Service agreement animal holding (maximum to be determined)

**Please note:**

* NOexperimental procedures are permitted to be performed while animals are on the Holding Protocol.
* NO tissues may be harvested or utilized from euthanized animals that are on the Holding Protocol.
* Animal care staff will be responsible for identifying the animal cage cards are clearly marked with the IACUC Holding Protocol number,
* Costs associated with the care of animals placed on the holding protocol will be the charged to departmental account. Federal grant funds may NOT be used for animals on a holding protocol status.
* Animals cannot be automatically off a holding protocol without official IACUC approval

**PLEASE COMPLETE ALL OF THE INFORMATION BELOW**

Date submitted:

UMBC Investigator or Administrative Lead:       Non-UMBC Administrative Lead:

Contact Info (phone/email):       Non-UMBC Contact Info:

Current IACUC #:

Proposal or Award ID and Award Title:

Anticipated length of time of temporary Holding Protocol (maximum of 90 days):

Reason for Request:

Expired / lapsed protocol / Suspended protocol

IACUC requirement

PI leaving UMBC

Newly arriving PI

Other (please explain):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Animal Information:

Species:

Strain or Breed:

Building / Room Location:

Animal ID(s):

Total # of animals:

Total # of cages:

Are there any pre-existing conditions of note, e.g., existing surgical implants, zoonotic disease, special dietary needs, past surgical history, viral vectors, poor fecundity, etc.:

Are there any special needs, e.g. temperature, humidity, diet, etc.:

* UMBC Investigator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Attending Veterinarian approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Facility manager approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* For billing information please contact Mr. Sam Williams, 410-455-3130 (Biology) or Dr. Bernard Rabin, 410-455-2340 (Psychology)
* Please contact Dr. Coksaygan, with any questions or concerns, TCoksaygan@vetmed.umaryland.edu / (607) 222-2954

**ORPC use only**

Holding protocol terminated on

Transfer to IACUC protocol       PI: