ANIMAL EYE CONSULTANTS OF IOWA

Animal Eye Consultants of Iowa	
Institutional Animal Care and Use Committee	
Policy #5	**"Animal Acquisition and Disposition"**
Approval Date: 11/13/2024 (Replacing Version 7/26/2023)	

A. Purpose

To describe how vertebrate animals and cephalopods (animals) are acquired for use in research and teaching at Animal Eye Consultants of Iowa (AEC) and how animals are disposed after completing an approved protocol. Specific procedures and requirements for animal acquisition and disposition are described below.

This policy also advises faculty and staff of numerous important considerations and legal requirements involved in the acquisition and disposal of research and teaching animals. Animals purchased by AEC are state property and must be managed as such.

B. Guidelines for Lawful Animal Acquisition & Disposition by Animal Category

Definitions:

1. **Animal:** Includes live animals, embryos, oocytes and sperm, embryonic stem cells and DNA or RNA constructs used to create genetically altered animal strains.
2. **Agricultural Animal**: Any animal from which meat, eggs, or milk may be processed for human or animal food. This includes cattle, swine, sheep, goats, poultry, game birds, salmon, trout, tilapia, catfish and other commercial fish species. Rabbits, cervids and ratites may also be raised for consumption.
3. **Genetically Altered Animal**: Any animal or offspring whose genetic material has been altered using genetic engineering techniques such as mutation, insertion, deletion or editing of genes. Transfer of genetically altered materials between AEC and other entities is subject to technology transfer agreements and IBC.
4. **Materials Transfer Agreement (MTA)**: A MTA is a contract that governs the transfer of tangible research materials between two organizations, when the recipient intends to use it for their own research purposes. The MTA defines the rights of the provider and the recipient with respect to the materials and any

derivatives. The acquisition or transfer of genetically modified animals usually requires a MTA between AEC and the other entity.

5. **Memorandum of Understanding (MoU):** a MoU describes a bilateral or multilateral agreement between two or more parties. The AEC IACUC may require a MOU with a collaborating entity.

C. Policy

1. Animal acquisition and disposition must be consistent with local, state, and federal regulations and with specific project-associated legal agreements such as a MTA or MOU between AEC and other entities (See section B above).
2. No animal can be purchased, leased, donated, transferred, captured, or otherwise acquired for research or teaching without prior IACUC approval of an Animal Subjects Approval Form (ASAF). The ASAF must indicate the source(s) of animal acquisition. On arrival, all animals are to be provided the minimum acclimation period described in AEC IACUC Policy #12: Acclimation and Stabilization of Animals Used for Research or Teaching.
3. Unanticipated animals that become available through federal/state agency wildlife capture, or other means without prior IACUC approval must still be acquired legally and may be placed & housed temporarily on the Animal Holding Protocol **if permission is first obtained from the Attending Veterinarian (AV) or the Animal Welfare Program (AWP) Assistant Director**. Placement of animals on the Holding Protocol is for unique circumstances approved by the AV and not as a mechanism to obtain animals prior to IACUC approval (a non-compliance situation). Refer to the AEC IACUC Policy #26: Holding Protocol Policy for additional information.
4. Animal transport for either acquisition, disposition or transfer between AEC facilities must comply with AEC IACUC Policy #33: Animal Transportation as well as federal and state Department of Transportation (DOT) and International Air Transport Association (IATA) requirements. Any animal transportation by AEC personnel must be fully described in the ASAF.
5. Financial transactions involved in animal acquisition and disposition should be compatible with AEC business policies and procedures. Contact AEC purchasing for more information.
6. The final method(s) of disposition of animals must be described in the approved ASAF. Final disposition may include, as appropriate: euthanasia, humane slaughter,

transfer to a private individual, sale at public livestock auction, transfer to other protocol, transfer to other institution, release to wild/natural habitat or animal ownership was never transferred to AEC so ownership is retained by the private owner.

7. IACUC approval does not assure or imply that the described acquisition and disposition meets all local, state, and federal laws and AEC policy or individual college requirements. Additionally, IACUC approval does not guarantee access to housing and procedural space for incoming projects. PIs should discuss potential projects with facility management to ensure adequate space is available. Individual PIs are responsible for assuring that all requirements are met.

8. **Specific Dispositions**
   a. **Disposition of Dogs and Cats**: The disposition of cats and dogs used for scientific, educational and research purposes is subject to the Iowa Homes for Animal Heroes Act RCW 18.92. Dogs and cats must be offered for adoption (see transfer to private ownership below for the process) if they are deemed suitable for adoption at the conclusion of the research study or teaching activity. The IACUC will consider in the initial ASAF review if transfer to private ownership is appropriate based on the research or teaching activity. If so, individual animals will be evaluated by the AV or designees at the conclusion of the activity for suitability for transfer to private ownership (e.g., animal health and behavior according to the AVMA guidelines).
   b. **Euthanasia:** The method of euthanasia must be described on an IACUC-approved protocol. Unless an exemption is justified in an IACUC-approved protocol, euthanasia must be consistent with the current AVMA Guidelines for the Euthanasia of Animals. Carcass disposal must be consistent with Institutional Biosafety Committee (IBC) requirements and other regulations. Please refer to AEC IACUC Policy #28: Euthanasia for Research and Teaching Animals .
   c. **Transfer to Private Ownership:** On a case-by-case basis, animals may be transferred to private ownership (i.e., adopted) provided the animals are suitable for placement as determined by the AV or their designees. Please refer to AEC IACUC Policy #18: Adoption of Research and Teaching Animals for the process and necessary forms. Specific departments or colleges may have additional requirements for release of an animal into private ownership. In accordance with AEC Purchasing Policy and Procedures, commercial sale of production animals to individuals or through public auction is managed through individual departments.

d. **Disposition of animals with exposure to zoonotic agents**. For animals deliberately exposed to zoonotic disease agents for research purposes, disposition by transfer to private ownership, public auction or slaughter is prohibited.

e. **Transfer of excess stock rodents to other protocols:** The transfer of excess stock animals from AEC rodent colonies to other protocols is approved via this policy if the following conditions are met:

1. The animals are only rats of the genus *Rattus* and mice of the genus *Mus*.
2. Animals for transfer have not had any research manipulations other than tissue collection for genotyping or breeding.
3. The transfer does not violate any legal agreements or memorandums of understanding associated with those animals.
4. The receiving protocol has the necessary approvals for the species and the number of animals to be transferred.

**Questions can be directed to the Animal Welfare Program (AWP) at IACUC@animal-eye-iowa.com . or the AEC Veterinary Staff (AEC) staff at animaleyeiowa@gmail.com .*

A. Animal Categories

1. Genetically altered animals, embryos, oocytes, sperm, & stem cells/genetic materials

a. Conditions: Genetically altered materials/animals may be subject to a MTA if transferred to or from another institution or to Terms of Sale if from a commercial vendor.

b. The Office of Research Support and Operations (ORSO) coordinates the review and approval of MTAs for materials imported into AEC (incoming materials).

c. The Office of Commercialization (OC) coordinates the review and approval of MTAs for materials exported from AEC (outgoing materials).

d. Genetically altered animals are regulated under the Food and Drug Administration (FDA) as investigational new animal drugs (INAD). If the genetically altered animal is also an agricultural animal, no meat, eggs, or milk from those animals may be processed for human food without prior FDA approval. By law, acquisition and disposition of all genetically altered agricultural animals must be done in accordance with the INAD regulations.

e. Genetically altered materials and organisms are also regulated under NIH guidelines and as such fall under IBC oversight. This includes animals

experimentally treated with genetically altered agents, materials or cell lines. Acquisition and disposal of these materials must be consistent with an approved biosafety protocol.

2. **Specific Pathogen-Free (SPF) Rodents & Fish**
   a. Entry and quarantine requirements for the acquisition of SPF rodents from other than approved sources is described in AEC Animal Colony Health Surveillance and Quarantine Program Guidelines.
   b. Refer to the IVS Non-Commercial Animal Source Ordering Guide for SPF Animals for directions on acquiring animals from non-commercial sources including other universities, colleges and institutes.

3. **Agricultural Animals:** The transfer of agricultural animals is regulated primarily by state department(s) of agriculture (see above if also genetically altered).

   a. The health status of animals obtained from outside vendors may be less well known and may change quickly, so, rather than compiling a list of approved livestock vendors, the AEC website outlines the recommended procedures to be done for each species prior to acquisition and introduction of new animals to the herd. Before purchasing or leasing animals, the PI will notify AEC of their intent.

   b. Requirements vary from state to state and change frequently. Investigators must contact their state agriculture department (WSDA) or AEC for updated transport/transfer requirements for acquisition or disposition. These may include:
      i. Identification: Sheep, goats, and cattle require official USDA ear tags for ownership transfer. Also applicable to swine for interstate transfer.
      ii. Brand Inspection: mandated for any ownership change of cattle and for interstate transport of cattle and horses.
      iii. International or Interstate Certificate of Veterinary Inspection and accompanying Entry Permits (aka health certificates): All species.
      iv. Testing: testing for animal diseases may be required prior to ownership or interstate transfer.

v. Agricultural animals used in veterinary or medical education, if transferred from institutions require use of APHIS form 7020.

vi. Requirements for Disposition by Slaughter or with Potential for Slaughter/Human Food (livestock auction, private sale or transfer into agricultural production) are as follows:

a) Suitability for consumption: the FDA and USDA regulate the suitability of animals for food use.

b) Ill and injured animals should be euthanized or held and treated until the medical condition is resolved.

c) Animals with experimental manipulations may be unsuitable for private use.

d) Genetically altered agricultural animals or those inoculated with genetically altered materials/organisms must have prior IBC, FDA, and College approval before transfer to any other location, public or private.

e) Animals exposed to or with contagious, infectious or communicable disease by either deliberate or natural means are subject to Washington code **RCW 16.36.082** as well as IBC requirements as indicated. In addition, they may fall under the Washington Administrative Code requirements for handling biomedical waste **WAC 480-70-041 and WAC 173-300-020**. Animals deliberately exposed to zoonotic disease agents for research purposes will not be considered for slaughter, public sale or transfer to private ownership. Exemptions to this will only be considered by the IACUC if the disposition is consistent with the above RCW/WAC codes **and** the PI has both departmental/college and IBC approval.

f) Animals treated with any drugs, chemicals or biologics are also subject to FDA restrictions.

1) New or experimental drugs, chemicals or biologics: no meat, eggs, or milk from those animals may be processed for human or animal food.

2) Labeled drug use and off-label drug use that qualifies under the Animal Medicinal Drug Use Clarification Act (AMDUCA) requires a waiting period for drug residues. Animals should not be sold or transferred from AEC until drug withdrawal periods are met.

3) Animals given unapproved drugs or off-label drugs for purely research purposes do not qualify under AMDUCA and are not suitable for human consumption as per FDA regulation.

4. **Dogs, cats, ferrets, and other USDA-covered species (rabbits, rodents, other)**
   a. Client-owned animals transported by clients in client-owned vehicles with ownership retained by the client do not require additional documentation.
   b. Washington state law requires that all dogs, cats and ferrets be vaccinated against rabies following veterinary and vaccine manufacturer instructions.
   c. Dog and cat disposition must be consistent with the Homes for Animal Heroes Act described above in the specific disposition section.
   d. Animals purchased or transported by AEC require the following:
      i. **Domestic rabbits and rodents** other than rats of the genus *Rattus* and mice of the genus *Mus.*
         a) AEC veterinary approval if from other than an unapproved vendor (see above in section 2 and AEC IACUC Policy #14).
         b) APHIS form 7020 if transferring between institutions.
         c) Interstate certificate of veterinary inspection if transporting across state lines.
         d) Entrance physical examination for rabbits.
      ii. **Ferrets:** If ownership transfer to AEC
         a) APHIS form 7020 if transferring between institutions.
         b) Interstate certificate of veterinary inspection if transporting across state lines.
         c) Entrance physical examination.
      iii. **Dogs & Cats:** If ownership transfer to AEC
         a) APHIS form 7006 if transferring between institutions.
         b) Interstate certificate of veterinary inspection if transporting across state lines.
         c) Entrance physical examination.
         d) And one of the following certifications:
            a. *Breeder certification* – a written statement as specified in the Iowa Pet Protection Act.

            b. *True owner certification* - a written statement certifying that the animal being transferred is owned by the person signing the

certification, and that the person signing the certification either (i) has no personal knowledge or reason to believe that the animal is a pet animal, or (ii) consents to having the animal used for research at a research institution. The certification shall also state the date that the owner obtained the animal, and the person or other source for whom it was obtained. The certification shall also include an identifying number for the person signing the certification, such as a drivers' license number or business license number. Certifications signed by or on behalf of a humane society, animal control agency, or shelter shall state that the animal has been in the possession of the society, agency, or shelter for the minimum period required by law that entitles it to legally dispose of the animal. Please refer to the Animal Disposition Form.

5. **Wildlife, native fish, and amphibians:** The transfer of native and non-native wildlife species, native fish, reptiles and amphibians is regulated by state department(s) of fish & wildlife and the state department(s) of agriculture and the US Fish and Wildlife Service (international and endangered species). Requirements vary from state to state and change frequently. Investigators must contact their state agriculture department, state fish and wildlife department or AEC for updated transport/transfer requirements for acquisition or disposition.

   These include:

   a. Scientific collection and transport permits from the state fish and wildlife department.
   b. International or Interstate Certificate of Veterinary Inspection and accompanying Entry Permits (aka health certificates).
   c. Testing for animal diseases may be required prior to ownership or interstate transfer.
   d. Wildlife species covered by the Animal Welfare Act (all warm-blooded animals (including birds) other than *Mus* and *Rattus* species) transferred between institutions require APHIS form 7020.
   e. State fish permits are required for all live fin fish, embryos, eggs or gametes with the exception of tropical aquarium fish that would not be released into natural habitats. Information regarding fish transport can be found at https://animal-eye-iowa.com/forms/

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Contacts:

1. **AEC Veterinary Staff or AEC** (interstate or international health certificates, health status review, brand inspection for cattle and horses, physical examination of newly arrived animals, SPF shipment approval) 509-335-6246 or animaleyeiowa@gmail.com
2. **Animal Welfare Program or AWP** (MoU, PHS assurance, ASAF status): 509-335-7951 or IACUC@animal-eye-iowa.com
3. **Office of Research Support and Operations or ORSO** (incoming MTA): Contacts available at http://orso.animal-eye-iowa.com/
4. **Office of Commercialization**: 319-826-6217 or commercialization@animal-eye-iowa.com

Reference:

1. **Tech University**, Office of the Vice President for Research, Institutional Animal Care and Use Committee, Policy #25 - Agriculture Animal Procurement.