

**Washington State University**  
***Institutional Animal Care and Use Committee***

**Policy #26**

**“Holding Protocol Policy and Use of Holding Protocol”**

**Approval Date: 10/17/2022 Replacing Version 10/22/2019)**

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**A. Performance Standard**

To provide a mechanism for holding animals not assigned to an active Washington State University (WSU) Institutional Animal Care and Use Committee (IACUC) approved protocol.

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**B. Purpose**

All animals maintained by WSU for teaching or research purposes must be covered by an active, approved IACUC protocol. This policy defines the WSU Animal Holding Protocol, which is a protocol designed to temporarily hold animals that are not currently covered under an active IACUC protocol. Use of the Holding Protocol is intended to be for housing purposes only; no research or teaching activities may be performed on animals held under this protocol.

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**C. Roles**

- Researcher/Principal Investigator (PI): The PI must work with the IACUC to ensure that protocols are active and current and will remain so for duration of the research or teaching activity. Should a protocol expire while animals are being held under it, then research/teaching activities must cease, and the PI must inform the Animal Welfare Program (AWP) at [iacuc@wsu.edu](mailto:iacuc@wsu.edu) to transfer the animals to the Holding Protocol.
- 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 or designee: Will maintain a WSU-OCV Holding Protocol for the purpose of temporarily holding and maintaining animals that are not covered by an existing protocol.

## D. Policy

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### 1. Eligibility for Participation Under this Policy:

Use of the Holding Protocol is intended to be temporary. **Permission must be obtained from the Attending Veterinarian or AWP Assistant Director prior to use of the Holding Protocol.** Situations which may result in the use of this protocol might include:

- a. Animals ordered/acquired without an approved protocol (potential non-compliance situation). Please view [WSU IACUC Policy #5: Animal Acquisition and Disposition](#) for more information.
- b. Animals originating from inactivated, terminated, expired or suspended 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 that are newly arrived at WSU and require temporary accommodations for their animals until they gain IACUC approval for a protocol.
- e. Investigators that are leaving WSU 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 WSU-OCV Holding Protocol must complete the "[Animal Holding Protocol Request Form](#)".

### 3. Approval:

Only the Attending Veterinarian (AV), OCV designee, and AWP Assistant Director 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 AWP office at [jacuc@wsu.edu](mailto:jacuc@wsu.edu) and/or OCV at [or.ocv.alert@wsu.edu](mailto:or.ocv.alert@wsu.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 research or teaching 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 Attending Veterinarian or their designees in order to ensure

- animal health (e.g. quarantine and related diagnostic testing, 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 Biosafety 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. When animals are placed on the Holding Protocol, there will be a note to document this made within the Holding Protocol's narrative. To prevent double counting of animals, the actual counting/tracking of the animals will only be done on the research/teaching protocol these animals were actually acquired for.
  - g. Minor Medical issues that may occur with animals held on the holding protocol can be treated as defined in IACUC SOPs [#9](#), [#11](#), [#12](#) or approved herd health husbandry SOPs . Other medical issues will be assessed by veterinary staff and a medical plan will be developed if appropriate.
  - h. If euthanasia is required for the animals in Holding Protocol, members of OCV or their designee will perform it using appropriate methods as described in [WSU IACUC Policy #28](#) and the [AVMA Guidelines for the Euthanasia of Animals](#).
  - i. Other methods of disposition, as appropriate, may also be pursued to ensure the welfare of the animals.

**5. Time limit:**

- a. Animals must be removed from the Holding Protocols as soon as possible. Failure to submit an ASAF to the IACUC in a timely manner when animals are being held on the Holding Protocol may result in a noncompliance and IACUC action.

**6. OCV 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:** The PI is responsible for per diem costs and other expenses related to the animal's housing and care while on the Holding Protocol.