1. **Title**: Policy on Use of the ARC Holding Protocol

2. **Purpose**: All Institutional Animal Care and Use (IACUC) protocols are within federal guidelines and meet all institutional expectations. All animals maintained by Case Western Reserve University (CWRU) must be covered by an active, approved IACUC protocol. The IACUC has the responsibility to ensure all animal use activity meets federal law, Public Health Service policy, and AAALAC, and accreditation expectations. This policy specifically addresses the holding of animals on a central protocol held by the Director of the Animal Resource Center in temporary situations in which animals are not covered on another protocol.

3. **Responsibilities**:
   - **Principal Investigator**: The PI will work with the IACUC to ensure that protocols are active and current and will remain so for any current and future animal work.
   - **Director, Animal Resource Center (ARC) (or designee)**: The Director will implement a centralized, IACUC-approved protocol with one purpose being receipt or maintenance of animals that would otherwise be euthanized for lack of an existing approved protocol.
   - **ARC Staff**: The ARC vet services staff is responsible for updating cage cards and notifying the IACUC of transfers of animals to the holding protocol

4. **Policy**:
i. Use of the holding protocol is intended to be temporary. Situations that may arise that might be covered under this protocol include:
   a. Animals originating from an expired, inactive, or terminated protocol
   b. Animals on a protocol under investigation for potential issues of noncompliance where the welfare of the animals is at risk
   c. New investigators bringing their colony to CWRU or beginning the rederivation process through the Transgenic Core at CWRU prior to having an approved CWRU protocol
   d. Investigators that have left CWRU, but do not yet have approval to transfer their animals to their new institution
   e. On rare occasions, breeding to begin the rederivation process may be done on the holding protocol for a VA investigator that holds a VA IACUC approved protocol, but no CWRU protocol.

ii. While animals are under the holding protocol, NO experimental manipulations may be performed. Investigator staff may have supervised access to the animals for a limited number of procedures, which include:
   a. Breeding to maintain the colony
   b. Identification and genotyping, including ear notching, tail tipping, toe clipping, microchip implantation, or tattooing
   c. Non-standard feeding if there are special dietary needs to maintain health (not for research purposes)
   d. Euthanasia

iii. When animals are transferred to the holding protocol, the investigator must inform the ARC of any pre-existing conditions that may be relevant to the animals’ health, including:
   a. Existing surgical implants
   b. Special dietary needs
   c. Past surgical history
   d. Viral vectors
   e. Zoonotic disease or other research-induced pathogen status

iv. All per diem fees while the animals are on the holding protocol will be billed to the investigator.

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<th>Policy Number</th>
<th>Revision Number</th>
<th>Description of Changes</th>
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