**WVU logo**

**Institutional Animal Care and Use Committee**

**Agricultural Protocol Application for the Use of Animals**

**FORM 1 - General Information**

***Make sure to refer to the Instructions when completing this application.***

**Return your application and all required appendices to the IACUC Office:** [**IACUC@mail.wvu.edu**](mailto:IACUC@mail.wvu.edu)

1. **Principal Investigator Assurance**

**As the Principal Investigator (Instructor), I certify that I will adhere to all WVU Institutional Animal Care and Use Committee (WVU IACUC) policies. I am responsible for assuring that all animal-related procedures follow accepted practices as detailed in Federal (Animal Welfare Act, Public Health Services Policy, etc.) and State laws, and as detailed in WVU IACUC policies, agricultural SOPs, and as promulgated by the Institutional Official. I assume responsibility for ensuring that all personnel listed are properly trained in all procedures detailed in this protocol that are assigned to them, including the criteria for euthanasia. I assume responsibility for ensuring that all personnel involved in this project are informed of the Occupational Health hazards and appropriately trained. I also understand that any changes to the project(s) involving the live animals described in this protocol must be reviewed and approved by the WVU IACUC before implementation.**

**Principal Investigator Date**

***This must be signed by the Principal Investigator OR sent to the IACUC office from the PI’s email address.***

1. **Principal Investigator**

|  |  |
| --- | --- |
| **Principal Investigator:** |  |
| **Title:**  **PI Phone:** | **Contact Person** |
| **Department:** | **Contact Phone:** |
| **PI E-mail:** | **Contact E-mail:** |
| 1. **Indicate the qualifications and experience of the principal investigator, including their experience in the procedures associated with this protocol.**      1. **COI: Please ensure that the Principal Investigator, the Co-Investigators and all other key personnel listed on this protocol have filed an annual Disclosure of Interest in Research (DOIR) form**.   For further assistance in fulfilling this requirement, contact [Joy Edwards](mailto:joy.edwards@mail.wvu.edu?subject=IACUC%20DOIR%20Inquiry) at 304-293-5475. | |

1. **Protocol Overview**

**Protocol Title:**

**Type of protocol:**  **Research**  **Teaching [indicate subject & course #(s)]**

**Campus:**  **WVU**  **Potomac State**

**Protocol Classification**:

**New**

**Renewal**\* Current Protocol #:       \*Progress Report required for Research Protocols

**Amendment** Amendment # (if known):

**Collaborations**: Check here if this protocol involves animals not owned by WVU

1. **Funding**

**Funding Source (USDA, Industry, WVU Foundation, departmental, etc.)**

All funding updates should be submitted ASAP as an amendment during the 3-yr life of protocol.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Source | Grant number | OSP # | Funding period | Active or Pending |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Personnel**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Department | Procedures | Email |
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1. **Personnel Qualifications**
   1. **List the qualifications of all personnel on this protocol who will be responsible for each procedure and/or for training others on the procedures. Please note that the qualifications/experience should be related to the procedures listed in this protocol.**

* 1. **All people working on this protocol must follow the WVU Occupational Health policies for working with or near animals. Are all of the listed personnel on this protocol, including the PI, enrolled in the WVU Occupational Health and Safety Program?**

**Yes**   **No**

**If no, indicate which personnel are not enrolled and why:**

* 1. **Associated Policies, Procedures and Guidelines**

|  |  |  |  |
| --- | --- | --- | --- |
| YES | NO\* | N/A | IACUC Policy, SOP and Guidelines |
|  |  |  | [Occupational Health Requirements for Personnel Working with or near Live Animals (PDF)](https://animal.research.wvu.edu/files/d/38a47f9c-876d-4851-9d1d-bcdd4ce8789d/occupational-health-requirements_v1_approved.pdf) |
|  |  |  | [Occupational Health and Biosafety Considerations When Working with Animals (PDF)](https://animal.research.wvu.edu/files/d/20c96fce-0054-4c67-b870-4051cee35594/occupational-health-and-biosafety-considerations-when-working-with-animals.pdf) |
|  |  |  | [Personal Protective Equipment (PPE) When Working with Animals (PDF)](https://animal.research.wvu.edu/files/d/d9209f13-9e7b-462e-a576-c7cae68f8a6f/personal-protective-equipment-ppe-when-working-with-animals.pdf) |
|  |  |  | [Q Fever (PDF)](https://animal.research.wvu.edu/files/d/facf3bb8-9c54-40ea-bb16-ff083c95edfc/q-fever-policy.pdf) |
|  |  |  | [Training Requirements for Animal Use in Agricultural Research and Teaching (PDF)](https://animal.research.wvu.edu/files/d/5ba2f103-6594-45e7-af73-506c7454cdb5/training-requirements-agricultural-research-and-teaching_v1_approved.pdf) |
|  |  |  | [WVU Sharps Policy - EHS Policy (PDF)](https://www.ehs.wvu.edu/files/d/9fc8c428-c593-47aa-b18b-297af2ba5d9a/wvu-sharps-policy-2023.pdf) |

**\*Justification as to why one or more of the above cannot be followed**:

***NOTE – Any personnel add forms submitted as amendments in the future will be added by the IACUC office after this page.***

1. **Lay Summary**
   1. **Provide a brief (≤250 words) but complete lay summary of the proposed use of animals.**

* 1. **Indicate the benefit of your research to society, animal health, or the advancement of science.**

1. **Housing and Use Locations**
   1. **List all buildings/locations where animal *procedures* will be performed.**

**You do NOT have to list animal housing rooms.**

|  |  |  |  |
| --- | --- | --- | --- |
| Species | Site\* | Building | Procedures to be performed here |
|  |  |  |  |
|  |  |  |  |
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**\*Site** – Stewartstown Farm, Organic Farm, Agronomy Farm, Wardensville (Reymann Memorial) Farm, Reedsville (J.W. Ruby) Farm, Potomac State College

* 1. **Associated Policies, Procedures and Guidelines**

|  |  |  |  |
| --- | --- | --- | --- |
| YES | NO\* | N/A | IACUC Policy, SOP and Guidelines |
|  |  |  | [Aquatic Vertebrate Guidelines (PDF)](https://animal.research.wvu.edu/files/d/02c9993a-50d0-4661-aead-e7b8ef46834b/aquatic-vertebrate-guidelines.pdf) |
|  |  |  | [Environmental Enrichment for Animals (PDF)](https://animal.research.wvu.edu/files/d/4f47c136-3fb3-41a9-8941-38891ce2866b/environmental-enrichment-for-animals.pdf) |
|  |  |  | [Housing Multiple Species of Animals in the Same Room or Area (PDF)](https://animal.research.wvu.edu/files/d/0e440c5d-6618-4876-a5c7-ddd173381ed9/housing-multiple-species-in-same-room-or-area.pdf) |
|  |  |  | [Humane Care of Aging Animals (PDF)](https://animal.research.wvu.edu/files/d/68e6d750-3b90-4396-a9a6-e73f24dd3bf8/humane-care-of-aging-animals.pdf) |
|  |  |  | [Social Housing of Research and Teaching Animals (PDF)](https://animal.research.wvu.edu/files/d/fca6ea45-2797-4325-8afd-27549e7dc439/social-housing-of-research-animals.pdf) |

**\*Justification as to why one or more of the above cannot be followed**:

1. **Animal Acquisition, Acclimation and Disposition**
   1. **Associated Policies, Procedures and Guidelines**

|  |  |  |  |
| --- | --- | --- | --- |
| YES | NO\* | N/A | IACUC Policy, SOP and Guidelines |
|  |  |  | [Acclimation of Newly Acquired Animals (PDF)](https://animal.research.wvu.edu/files/d/a6779c51-b587-4365-9271-9966ad7592dc/acclimation-of-newly-acquired-animals.pdf) |
|  |  |  | [Acquisition and Disposition of Agricultural Research and Teaching Animals](https://animal.research.wvu.edu/files/d/5b93eb35-46c6-4957-a396-7bee2edb10b4/acquisition-and-disposition-of-agricultural-research-and-teaching-animals.pdf) |

**\*Justification as to why one or more of the above cannot be followed**:

* 1. **Disposition plans for the animals when this research or teaching is complete (check all that apply):**

The animals will be sold

The animals will be returned to their owner

The animals will return to the agricultural production herd

The animals will be transferred to another approved protocol

Animals will be euthanized by personnel other than a veterinarian (Please complete Appendix E – Euthansia of Agricultural Animals)

Other (describe):

1. **Animal Welfare Considerations**
   1. **Replacement**

**Justify the use of animals rather than non-animal alternatives:**

**Justify the need for each species that you selected:**

* 1. **Humane End Points and Mitigation of Pain and Distress**

**For RESEARCH protocols, define the symptoms and observations that would lead to the removal of the animals from the project.**

**For TEACHING protocols, define the symptoms or observations for animals that should not be used for teaching and demonstration.**

**(\*Note: if your course involves shadowing of clinical care, please indicate that in your response)**

* 1. **Associated Policies, Procedures and Guidelines**

|  |  |  |  |
| --- | --- | --- | --- |
| YES | NO\* | N/A | IACUC Policy, SOP and Guidelines |
|  |  |  | [Internal and External Reporting for Non-Compliance, Adverse Events, Unexpected Outcomes and Clinical Emergencies](https://animal.research.wvu.edu/files/d/57619f36-1949-41f3-87c6-5f8382053b7d/reporting-adverse-events-unexpected-outcomes-and-clinical-emergencies.pdf) |
|  |  |  | [Pain and Distress Recognition – Humane Endpoints](https://animal.research.wvu.edu/files/d/ee5bd44d-280c-49ea-bbb8-4a033b810890/pain-and-distress-recognition-humane-endpoints.pdf) |
|  |  |  | [Reporting Animal Welfare Concerns and Whistleblower Protections](https://animal.research.wvu.edu/files/d/c0d4fa4f-ac0b-49e6-91f3-2fb22586b8d1/reporting-animal-welfare-concerns-and-whistleblower-protections.pdf) |

**\*Justification as to why one or more of the above cannot be followed**:

**For Research Protocols Only:**

* 1. **Reduction**

**Does this proposed project unnecessarily duplicate previous work?**  **Yes**  **No**

**If yes, justify:**

* 1. **Refinement of Non-Standard Procedures used in Research Activities**

**Summarize why alternative(s) to potentially painful/distressful procedures cannot be used for this study.**

* 1. **Answer the following questions if your project involves unrelieved pain or distress**
     1. **Will any animal be subjected to more than momentary pain or distress where relief through analgesia or another method is not provided?**  **Yes**   **No**

**If you answered “Yes” above, you must justify on scientific grounds why pain or distress cannot be relieved.**

* + 1. **If death or significant morbidity is required as an endpoint, please describe and justify why earlier morbidity-related endpoints cannot be used. Be sure to also include how these animals will be monitored.**

* + 1. **A harm/benefit analysis (i.e., why is the harm, that is pain or distress, worth the benefit that was listed in the lay summary) of procedures/studies is required for animals that may experience more than momentary pain or distress that will not be relieved. Please explain why the pain/distress to which the animals will be subject is worth the benefit to human health, animal health, society, or the advancement of science.**