



Institutional Animal Care and Use Committee

Annual Protocol Review

University animal assurance policies require annual reporting on the status of active protocols. To comply with these policies, please complete the below and submit to iacuc@umb.edu. Please complete the form within 30 days of notice or the protocol will be subject to suspension.

For IACUC Use Only
Date Submitted: _____
Date Reviewed: _____

General Information

PI Name: _____ Protocol Number: _____

Protocol Title: _____

Animal Use Report

Total animals used to date	
Total animals remaining	
Total approved (# will auto-populate)	
All animal rooms and procedure locations	

Personnel Information

Please list all personnel currently associated with this protocol. (If you are using the annual review to formally request a personnel addition, an attachment should be included with individual's name, qualifications, training, and all protocol activities they will take part in.)

	First Name	Last Name	Role
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Amendments

A. Major changes

All major changes should be formally requested by submitting a modification to the IACUC for review and approval (i.e., change in PI, increasing animal use projection by more than 10% of the originally approved number, change in project aims or procedure methods, etc).

B. Minor changes

Any minor changes at this time can be requested by including an attachment with a description and justification (i.e., adding or removing project personnel, increasing animal use projections by less than 10% of the originally approved number, changes to sponsored funding mechanisms, etc).

Unanticipated Events

Were there any unexpected outcomes, spontaneous deaths, or basic problems with the model during the past year in relation to animal welfare?

Yes No

If yes, please explain:

PI Certification Statement

By checking the following, you are certifying that:

the original protocol for which this annual renewal is submitted, accurately describes all aspects of the proposed animal usage;

all personnel working on the project will adhere to the regulations regarding the humane treatment of laboratory animals and will receive proper training as required by the IACUC

approval is necessary prior to instituting any changes in the project

the approval is not final until I receive notification of such in writing, and that the IACUC can request changes to the protocol.

PI Signature and Date