

Policies and Standards

<i>SECTION:</i> Purchasing	<i>NO.</i> 4.1		
<i>CHAPTER:</i> Materials Control	<i>ISSUED:</i> 1993	<i>REV. A</i> 10/97	<i>REV. B</i>
<i>POLICY:</i> <i>Animal Procurement</i>	<i>PAGE 1 OF 2</i>		

PURPOSE

To ensure the safety and well being of Creighton faculty, staff, students and visitors by establishing procedures for the procurement and handling of animals.

SCOPE

This policy applies to all employees and students involved in research and animal procurement.

POLICY

To comply with the United States Department of Agriculture (USDA), National Institute of Health (NIH) and University's Animal Research Committee (ARC).

PROCEDURES

File animal use protocol with the Institutional Animal Care and Use Committee (IACUC).

After approval of protocol, you will receive a protocol number from Animal Resources. Use this number for all correspondence.

The requisition shall include the following:

- Account number **7691**
- ARC Protocol number
- Species
- Number of animals ordering
- Sex
- Age/Weight

Use of the requisitioning process outlined above is the only method available in keeping with current federal regulations.

ADMINISTRATION AND INTERPRETATIONS

It is the individual researcher's responsibility to understand and implement the procedures. Direct questions concerning regulations to the Animal Resources Department at 280-2808. Direct procurement questions to the Director of Purchasing.

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ADMENDMENT/TERMINATION OF THIS POLICY

The University reserves the right to modify, amend, or terminate this policy at any time.