

Hints & Tips for Success

AUPs

- Think about the AUP as a **contract** between the PI and the IACUC on behalf of the institution. The AUP should be **accurate** and **amended** anytime a variance or modification is needed.
- Obtain **IACUC approval** **prior** to conducting animal activities or making modifications to approved activities. **Remember** – failure to first obtain IACUC approval or maintain approval for ongoing activities = non-compliance. Review the AUP when planning a study/activity (halt activity) and amend if needed.
- The AUP form has been **updated** - for copied AUPs, the field contents may **no longer match** the question.
- Don't second guess what the IACUC is looking for in the AUP – **review** all section and field instructions and utilize **help text** to make your response. Several sections have text the PI can **copy/paste**. Contact AWO for assistance.
- Describe animal activities from the **animal's perspective** for each experiment and provide a **timeline**. What happens first to that animal, what happens second, etc.? What is the interval and frequency?
- Include sufficient **flexibility** in the AUP to avoid noncompliance. Contact AWO for assistance and see examples in AUP **help text**.
- Make sure to identify a **humane endpoint** for all experimental animals and clearly describe **early removal criteria** in the AUP (see TAMU-G-001). Contact AV for assistance.
- Make sure to clearly indicate which **fund source** is supporting your AUP... and then only use those funds to pay for the animals, per diem and other associated expenses.
- Start any **ancillary compliance** approval processes prior to or concurrently with submission of the AUP.
- Review applicable **IACUC Guidance** and request **exceptions** as needed in the AUP. Contact AWO for assistance.
- Be cognizant of AUP third year **renewal** obligations. **Remember** – submissions must be received with sufficient **lead time** for the IACUC to perform their review **prior to expiration** of the old AUP for continuing projects. Factor in time for AWO administrative review – this helps the PI ensure the submission is ready for the IACUC.
- **Combine** AUPs when possible and **close** when no longer needed. Contact AWO for assistance.

Post-Approval

- Ensure all husbandry and protocol participants are **trained** (see TAMU-G-029) and AUP participants stay **up-to-date** with the AUP and any amendments.
- Make sure all drugs, compounds and medical materials used for activities with live animals are **as described** in the AUP (must have approval for use of non-pharmaceutical grade when alternates exist) and are **in-date** (see TAMU-G-010).
- Ensure all required **IACUC records** are up to date (see AWO-O-052). Be aware that OLAW describes failure to maintain appropriate animal-related records as reportable noncompliance.
- Report **unanticipated adverse events** and **non-compliance** as soon as possible after identification (iRIS Reportable Event form)(see TAMU-G-015, TAMU Rule [15.99.07.M1](#))
- Utilize **AWO Post-Approval Monitoring** services to identify protocol drift and refine your AUP to add flexibility
- Don't forget to notify your study sponsor of **changes in scope** of your animal activities (contact [SRS](#) for assistance)

Need Help? Contact the AWO for Assistance!

Web: <https://vpr.tamu.edu/animals-in-research-and-teaching/>

Email: animalcompliance@tamu.edu

Phone: 979-845-1828