



Policy on Animal Use Protocol Roster Requirements and PI Eligibility

In order to ensure the accountable and responsible use of animals in research and instruction at the University of Georgia, the IACUC has adopted the following policy regarding requirements for inclusion of personnel on animal use protocol (AUP) rosters, and eligibility requirements for Principal Investigator (PI) status on AUPs.

General AUP Roster Requirements and Exceptions:

Personnel who handle animals for the research- or instruction-related purposes covered by the protocol, who **do not** meet any of the exceptions listed below, must be listed in the AUP roster. The **exceptions** are:

- Personnel who are assisting with the protocol in ways that are consistent with their standard job responsibilities (e.g., URAR animal care technicians or URAR veterinary staff assisting to ensure proper conduction of a procedure)
- Personnel who will receive course credit for their participation in instructional protocols (e.g., students enrolled in a class that the protocol covers, teaching assistants, undergraduate volunteer assistants for outreach activities)
- Volunteering without course credit (see Policy for Volunteers in Research and Instructional Protocols for more information)
- The participation of undergraduates who are receiving a research experience may be addressed generally in the AUP description. These participants do not need to be specifically listed on the AUP roster, provided they are not conducting research themselves and work under the direct supervision of the PI or senior lab personnel. These individuals must complete the UGA IACUC 101 and Staying Healthy While Working with Animals modules, and meet the Occupational Health and Safety Program enrollment requirements.

Eligibility to Assume PI Status:

Although anyone who logs into Artemis may draft and save an AUP, *submission* of an AUP for IACUC review is restricted to individuals who are eligible to hold PI status as described below.

I. Any employee who holds one of the following ranks may serve as a PI on an AUP:

A. Tenured or Tenure-Track Faculty

1. Assistant Professor
2. Associate Professor
3. Professor
4. Professor Emeritus

B. Non-Tenure-Track or Temporary Faculty

1. Assistant Research Scientist
2. Associate Research Scientist
3. Senior Research Scientist
4. Public Service Representative
5. Public Service Assistant
6. Public Service Associate
7. Senior Public Service Associate
8. Academic Professionals
9. Clinical Assistant Professor
10. Clinical Associate Professor
11. Clinical Professor
12. Temporary Assistant Professor (with Dean's Approval)
13. Adjunct Faculty with Primary Federal Appointments
14. Instructor/Lecturer

II. Individuals in the categories below are not eligible to submit an AUP unless they have obtained written approval from the IACUC Chair or Director of Animal Care and Use. Requests for approval for these individuals to submit an AUP are granted for a single submission only and should be in letter form. Exceptions to this single project approval condition may be made in certain instances – for example, for individuals who routinely submit AUPs.

Letters seeking approval must be submitted by the relevant department head, director or CEO. The letter must specifically address why an exception should be made and provide the individual's qualifications to be a PI. The letter must also include a statement that the department head, director, or CEO will assume responsibility for and ensure compliance with all requirements in place for conduct of the study should the PI fail to do so.

A. Adjunct Faculty

B. Visiting Faculty

C. Postdoctoral Associates

D. Non-UGA personnel affiliated with the Georgia BioBusiness Center companies

III. AUPs cannot be submitted by graduate or undergraduate students. AUPs covering any student's work with live vertebrates must be submitted through and under the auspices of an eligible faculty member.