

**INSTRUCTIONS FOR USING THE APPROVED**  
**OAKLAND UNIVERSITY MEMORANDUM OF UNDERSTANDING FOR ANIMAL CARE AND USE**  
**OVERSIGHT (IACUC MOU)**

The Office of Legal Affairs (“OLA”) has approved the following Memorandum of Understanding for Animal Care and Use Oversight (“IACUC MOU”) to be used when Oakland University is the primary grantee institution and solely for the purpose of collaborating with institutions of higher education or other entities regarding certain animal research, testing, and/or teaching. The IACUC MOU may not be used for any other purpose. The following conditions apply to use of the IACUC MOU:

1. OLA must review and approve: (i) any revisions to the standard terms of the IACUC MOU other than entering information in the designated fields on the form; and/or (ii) other proposed agreements resulting from the IACUC MOU. Otherwise, an authorized University representative<sup>1</sup> may sign a completed IACUC MOU form without prior OLA approval.
2. The Term of an IACUC MOU may not exceed three (3) years.
3. The person signing the IACUC MOU on the University’s behalf is responsible for completing and processing the IACUC MOU as set forth in these instructions, and consistent with all other applicable University policies and procedures, before engaging in the institutional partnership. Compliance will be the subject of internal audit.
4. Please contact OLA at Ext. 3110 or [legalaffairs@oakland.edu](mailto:legalaffairs@oakland.edu) if you have any questions regarding these instructions or any proposed IACUC MOU.

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<sup>1</sup> If you have questions about whether you are authorized to sign the MOU on the University’s behalf, please consult Policy 410 Contracting and Employment Appointment Authority and Exhibit 1 - Signature Authority Chart found at <https://www.oakland.edu/policies/>



Institutional Animal Care and Use Committee

MEMORANDUM OF UNDERSTANDING
FOR ANIMAL CARE AND USE OVERSIGHT
BETWEEN COLLABORATING INSTITUTIONS
(When Oakland University is the Primary Grantee)

Oakland University, a Michigan constitutional body corporate and institution of higher education located in Rochester, Michigan ("University") and the collaborator identified below ("Collaborator") enter into this Memorandum of Understanding (MOU) as of the date of the last signature below.

Applicability (please check one): This MOU applies to:

- Checkboxes for: All animal care and use protocols between Oakland University and the Collaborator. Only the protocol(s) specifically listed below.

Term (please check one): Unless terminated earlier as provided below, this MOU will expire on:

- Checkboxes for: (enter an expiration date not to exceed 3 years from the date of this MOU). Completion of the last of the protocols specifically listed below.

UNIVERSITY ADMINISTRATIVE INFORMATION: Oakland University
USDA REGISTRATION NUMBER: 34-R-0038
PHS ASSURANCE: D16-00102 (A3163-01)
AAALAC ACCREDITATION NUMBER: 001294
PI Name:
IACUC Protocol Number: IACUC Approval Date:
Protocol Title:
Sponsor/Funding Source: Not Applicable

COLLABORATOR ADMINISTRATIVE INFORMATION: [Enter Collaborator Name]
USDA REGISTRATION NUMBER: PHS ASSURANCE: AAALAC ACCREDITATION NUMBER:
Collaborator PI or Contact Name:
Collaborator Protocol Number (if any): IACUC Approval Date: Not Applicable
Protocol Title (if different from the University's): Not Applicable

Additional Protocols [checkbox] Please copy and paste the above two boxes and append as separate following pages .

Oakland University	Select the correct response for each statement, then sign below (electronically or hard copy) and return.	Collaborator	
		Yes	No
YES	The parties acknowledge that both institutions are independent programs of animal care and use qualified to perform research animal care and use activities in compliance with all applicable federal and state animal welfare laws, regulations and policy.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties agree that transportation of animals to their respective institutions will comply with the requirements of the Animal Welfare Act, USDA regulations and Guide for the Care and use of Laboratory Animals, if and when applicable.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties acknowledge that ownership of animals engaged in activities associated with this MOU resides with the party in possession of the animals.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties acknowledge that each institution is responsible for appropriate care and oversight of animals while in their possession, and the provisions of appropriate husbandry, peri-procedural care, pain management, and methods of disposition, regardless funding source.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties acknowledge that the Oakland University IACUC is ensuring protocol-grant congruency of animal activities associated with this MOU that are supported by subcontracts of PHS funds to the Collaborator.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties acknowledge that they are both responsible for reporting incidents of noncompliance to OLAW if and when the non-compliance involves PHS-supported activities associated with this MOU.	<input type="checkbox"/>	<input type="checkbox"/>
YES	The parties acknowledge that Oakland University is responsible for contacting the Grants Management Officer in the event of significant noncompliance that may necessitate the return of some or all PHS-funds.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that the collaborator's IACUC will review and approve all proposed animal research activities and any subsequent modifications to animal activities associated with this MOU prior to the initiation of those activities.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that the collaborator's IACUC will provide a copy of the IACUC-approved protocol and any IACUC-approved amendments and any corresponding IACUC-approval letters to the Oakland University IACUC as soon as possible after IACUC-approval but no later than 30 days from IACUC approval.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that the collaborator's IACUC is responsible for reporting USDA-regulated species related to animal activities associated with this MOU in the Collaborator's USDA Annual Report (APHIS FORM 7023) including any corresponding IACUC-approved exceptions to the animal welfare standards.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that the collaborator's IACUC has a process for monitoring ongoing animal related activities, including established procedures for identifying and reporting adverse events and non-compliance associated with animal care and use at its facility.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator's IACUC agrees to promptly report to the Oakland University IACUC, but no later than 30 days of the identification, any unanticipated adverse events that occur during the conduct of the research activities associated with this MOU that directly impact animal welfare or wellbeing.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator's IACUC agrees to promptly report to the Oakland University IACUC, but no later than 30 days of the identification of any incidence of non-compliance with IACUC-approved animal activities associated with this MOU.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator's IACUC agrees to promptly report to the Oakland University IACUC, but no later than 30 days of the identification of any identified significant programmatic deficiencies that may impact animal welfare or the animal activities associated with this MOU.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that its IACUC is responsible for reporting to USDA any IACUC suspensions of animal activities and any failures to correct significant deficiencies within the IACUC-established time frame for correction related to animal activities associated with this MOU.	<input type="checkbox"/>	<input type="checkbox"/>
	The Collaborator acknowledges that the collaborator's IACUC will provide to the Oakland University IACUC, upon request, any regulatory information related to program procedures or activities associated with this MOU to representatives of the Oakland University animal care & use program.	<input type="checkbox"/>	<input type="checkbox"/>

The parties acknowledge, understand and agree that, to the extent permitted by Michigan law, each party is responsible for any claims and/or liabilities arising out of or relating to the negligence or willful misconduct of their own officers, employees, agents and representatives; provided, however, that nothing in this MOU waives the University's governmental immunity

Signature of Animal Program Representatives	
For Oakland University:	For
_____	_____
<b>David Stone, Ph.D.</b> <b>Associate Vice President for</b> <b>Research (AVPR) and IO</b> <b>536 Wilson Hall 371 Wilson Boulevard</b> <b>Rochester, MI 48309-4486</b>	<b>Signature of Collaborator:</b>
	<b>Print Name:</b>
	<b>Title:</b>
	<b>Email:</b>