

**IACUC POLICY REGARDING  
THE USE OF PRIVATELY OWNED/VISITING ANIMALS  
AT BINGHAMTON UNIVERSITY**

***PURPOSE***

The purpose of this policy is to provide Institutional Animal Care and Use Committee (IACUC) review, guidance, and oversight to those who visit our campus accompanied by privately owned animals for demonstration, training, or educational purposes. The main purpose of this guidance is to ensure the welfare of the visiting animals. The University must be compliant with all federal, state and local laws that support a healthy and safe workplace for all.

***SCOPE***

This policy applies to animals brought to campus **specifically** for an official University program (**education, demonstration or training**), exempting those approved under the Americans with Disabilities Act. All actions must be in accordance with New York State and University regulations.

***REQUIREMENTS***

A “NOTIFICATION OF ANIMAL ACTIVITY FOR DEMONSTRATION/TRAINING FORM” must be filed with the IACUC Administrator. See “**PROCEDURE**” below.

***DISEASE STATUS***

- Animals known to have an infectious condition must not be used for any educational, demonstrative, or training program.

***OWNERSHIP***

- The animals are not owned, held or cared for by the University, but remain the responsibility of the owner/handler/trainer bringing them on campus.
- Animals must be accompanied by and under control of their owner/handler/trainer at all times.
- Reasonable care must be taken to protect the animal from harm and protect other animals and persons from harm.
- The owner/handler/trainer is responsible for appropriate handling, feeding/watering, and animal waste disposal.

**TIME LIMIT**

- Visiting animals cannot remain on campus for periods longer than 12 hours for their own well-being and comfort.

**PROCEDURE**

1. File a "NOTIFICATION OF ANIMAL ACTIVITY FOR DEMONSTRATION/TRAINING FORM" with the IACUC Administrator a minimum of two weeks in advance of the event. This form can be accessed from the Laboratory Animal Resources web page: <http://research.binghamton.edu/laboratoryanimalresources/> or by calling the Administrator at 777-4905.
2. The IACUC will review the completed form.
3. A separate NOTIFICATION for each event must be filed.
4. The responsible signatory agrees to notify the IACUC promptly of any difficulties or problems.