

**The Institutional Animal Care and Use Committee**

**THE UNIVERSITY OF MISSISSIPPI MEDICAL CENTER**

**POLICY STATEMENT**

**Records Retention**

Public Health Service Policy states “all records shall be maintained for at least 3 years; records that relate directly to applications, proposals, and proposed significant changes in ongoing activities reviewed and approved by the IACUC shall be maintained for the duration of the activity and for an additional 3 years after completion of the activity.”

Institutional policy regarding records retention extends for 5 years. Due to limitations of space and maintenance of the records, this 5-year records retention schedule applies to Animal Activity Protocols, health records, husbandry documents, and other related records.

IACUC Approved 12/19/00

Reviewed: 2/21/12