UW-Green Bay, Institutional Animal Care and Use Committee

Instructions for Completing the Wildlife Waiver Form

This form should be completed by any researcher (including student researchers) proposing a project that uses **vertebrate** animals where animals are observed in their natural habitat and does not involve capture, housing, handling, invasive procedures, and is not expected to alter natural behaviors. If any of the exclusion criteria above apply to your project, you must submit a full Animal Study Proposal Form. Projects may be funded, unfunded, or classroom-based and should all use this waiver.

The IACUC is responsible for oversight of animal care and use within our institution. This form will be used to document your observation of animals and verify that your project qualifies for a waiver of IACUC full proposal review. Your waiver should include enough detail to allow the reviewer to understand exactly how animals may be affected by your study, and justify that your project does not require a full proposal.

Note that training is required before submitting a wildlife waiver – see the IACUC website for current training requirements. This waiver will be administratively reviewed (by the Chair of the IACUC) outside of regular IACUC meetings. This should provide a short (less than two week) turnaround.

If you have questions while completing the form, please contact any member of the IACUC.

Guidance on specific sections follows:

Page 1:

* Designate a single PI or director for the project. If the PI is a student researcher, the faculty advisor must be indicated. Please discuss your waiver with your advisor before submitting.
* List all other individuals who will observe animals under this waiver. If this is a proposal for a course, indicate all instructors who teach it and the course number. It is assumed all graduate students, teaching assistants, and students in that course will be participating in the project under supervision of the instructor.
* List the dates of the study. Note that if the study extends longer than indicated a new waiver must be submitted. Classroom projects can be approved indefinitely unless instructors or methods change in which case a new waiver should be submitted.
* Indicate the source of funding or enter N/A for unfunded projects.

Page 2:

* Describe your project including all target species and specific methodology used to observe them. You must include enough detail to justify a waiver of full proposal review by the IACUC.
* Be sure to sign the form and if a student, have your faculty advisor sign, before submitting.