



UNIVERSITY OF ILLINOIS  
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)

**Plan for Activities Involving Animals During PI Absence**

Principal Investigator: \_\_\_\_\_

Projected Period of Absence: \_\_\_\_\_ through \_\_\_\_\_

PI's Currently Active Protocols (attach additional sheets, if necessary):

Protocol Number	Title	Protocol Approval Date	Plan During Absence	Reassigned PI (if applicable)	Closure or Reassignment Date

- For protocols that you plan to close, make sure that no animals remain assigned. You may request termination of a protocol at any time via the IACUC PI dashboard.
- For protocols you intend to reassign, make sure to communicate with the new PI to obtain their agreement to accept the responsibility for active oversight of the protocol and personnel.

The Provost requires that certain requirements be fulfilled for sponsored projects, depending on the PI's status, during the absence of a PI. It is the PI's responsibility to fulfill those requirements. See "Other Required Approvals" in the Provost's Communication #19: Sabbatical Leaves of Absence (AY2023-24) <https://provost.illinois.edu/policies/provosts-communications/communication-19-sabbatical-leaves-of-absence/>

**PI STATEMENT OF ABSENCE**

Describe your expected level of involvement in day-to-day activities covered by the approved IACUC protocols you intend to keep active and remain as PI while away from campus. For example, you will be nearby and mostly available, or you are planning weekly electronic communications with the resident staff to discuss activities.



**DOCUMENTATION (IACUC Office Use Only)**

Confirmation of IACUC Office review and acknowledgment of plan for absence

Form submission date: \_\_\_\_\_

Confirmation of protocol termination(s) and reassignment(s).

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
IACUC Specialist

Acknowledged by: \_\_\_\_\_ Date: \_\_\_\_\_  
IACUC Chair