



Parent Club Sponsored Reproduction Banks TOOLKIT

From AKC...

This toolkit, developed by the American Kennel Club with the help of Dr. Joellen Gregory and Dr. Marti Greer, was created to provide an additional tool for AKC Parent Clubs in their work to protect and preserve their breeds. Following the process herein, an interested Parent Club can establish a Parent Club Sponsored Reproduction Bank with AKC litter registration privileges that could be utilized by the club to effectively impact the long-term health and viability of its breed.

Vanessa Skou, AKC Sr. Breeder Field Rep, is the manager of this project and will continue to be the key contact for any clubs seeking additional information.

Mark Dunn

AKC Executive Vice President





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This toolkit provides recommended steps to establish a Parent Club Sponsored Reproduction Bank (PCSRB):

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Embedded Links:

This toolkit contains embedded links to online web pages and documents that will be useful to the user.

Therefore, it is best to share and view this toolkit electronically, so that links may be accessed via internet connection.





Overview

BACKGROUND

Preservation of our breeds has become a central issue of focus for many AKC Parent Clubs. Preservation is not just for the breeds with lower than average levels of breeding activity, but for any breed that faces genetic bottlenecks or other genetic difficulties, now or in the future.

In September 2016, the Otterhound Club of America (OHCA) sent a letter to the AKC Board of Directors asking to establish a Reproduction Bank that would be charged with the responsibility of managing Otterhound frozen semen deposits in a manner that would preserve and protect their breed. Simply preserving genetic material without using it, argued the OHCA, would not be useful; the club requested that AKC allow litters produced using the club's banked semen to be AKC registerable.

The AKC Board voted to approve the OHCA request.

The OHCA and AKC Delegate Joellen Gregory have volunteered to share their experience with other Parent Clubs.

Check out their website to learn more www.ohca-reprobank.org

This document was inspired by the OHCA's work and its recommendations draw on the experience and knowledge of Dr. Gregory and Dr. Greer.



AKC BOARD POLICY

Approved in February 2017, AKC Board Policy was modified to add the following:

With AKC Board Approval, a Parent Club sponsored, breed specific, frozen semen bank may be allowed to own frozen semen and to apply for frozen semen litter registration as a semen owner. Parent Clubs seeking to establish such an entity must petition the AKC Board via letter signed by the club's current president. The letter should explain the club's purpose for establishing the bank and acceptably document its incorporation and organizational relationship to the petitioning Parent Club. Upon Board approval, the bank must annually provide AKC with a listing of signatories for use in AKC Registration matters.

https://www.akc.org/rules/policy-manual/policy-manual-registration/



AKC BOARD POLICY cont.

The AKC Board also approved the addition of the following statement to the AKC Procedures for Registration Matters, XI., C.:

5. With AKC Board approval, a Parent Club sponsored, breed specific, frozen semen bank may be allowed to own frozen semen and to apply for frozen semen litter registration as a semen owner, provided all other requirements to register the litter are met. Such an entity must have a valid Annual Breed Reproductive Bank Signatory Authorization form on file listing those semen bank officer(s) authorized to sign the frozen semen litter applications on behalf of the organization. The Annual Breed Reproductive Bank Signatory Authorization must include the signature of the applicable parent club president. The authorization form must be resubmitted annually.

http://images.akc.org/pdf/rulebooks/RREGS2.pdf





Parent Club Letter to the AKC Board of Directors

American Kennel Club Board policy states "...Parent Clubs seeking to establish such an entity must petition the AKC Board via letter signed by the club's current president. The letter should explain the club's purpose for establishing the bank and acceptably document its incorporation and organizational relationship to the petitioning Parent Club."

On the following page is the Otterhound Club of America's petition for recognition of the reproduction bank.

Send the petitioning letter, signed by the Parent Club President to:

AKC Board of Directors 101 Park Avenue, FL 5 New York, NY 10178



September 16, 2016



President: Betsy Conway 114 Grist Mill Road Schuylkill Haven, PA 17971 570-739-7074 scentasia@aol.com

Vice President: Ashka Gordon 627 Washingtonia Dr. San Marcos, CA 92078 760-918-9877 ashka gordon @gmail.com

Treasurer: Deborah Steffen 3019 Justin Braswell Dr. Monroe, NC 28110 443-624-7689 steffend@comcast.net

Secretary: Becky Van Houten 3846 Juddville Rd. Fish Creek, WI 54212 920-868-2058 peeble@att.net

Board of Directors: Tom Develin 25 Knoll Circle Boyertown, PA 19512 610-367-8230 AKC Board of Directors 260 Madison Avenue, 4th fl

Dear AKC Board of Directors:

New York, NY 10016

The Otterhound Club of America's mission is to preserve, protect and promote the Otterhound. The OHCA is also acutely aware of the difficulties that are facing our breed, historically one of the lowest registered breeds. We are looking for improved ways to preserve and protect our breed, so have developed an Otterhound Reproductive Bank. The Reproductive Bank will be an LLC under the umbrella of the OHCA, LLC.

We envision that the Reproductive Bank will be the recipient of frozen semen at this point in time, but we look forward to expanding the scope of the Bank as more options are made available to the canine. The Bank will accept frozen semen from owners, who will transfer ownership to the Bank. The Bank may also request for (and finance) deposits from other male dogs whose genetics are deemed important for the future of the breed. In addition, the Bank can be a recipient of willed semen should the owner of the semen pass. The Bank will also work with owners of frozen semen to provide appropriate legal documents to allow transfer of their property to the Bank.

SAMPLE

Thomdev@comcast.ne

Wayne Kline 1045 Ridge Rd. Rising Sun, MD 21911 717-548-1266 w kline@hotmail.com

Rusty Mellon 714 40th Ave. Greeley, CO 80634 970-352-3553 howlaway@juno.com

Wayne Plucheck 43901 E. Mexico Ave. Bennett, CO 80102 303-644-4433 Wayneplucheck1@msn.com

Sherri Malone 3779 Sussex Drive NE Milledgeville, GA 31061 317-730-4369 wrflash@yahoo.com In order to move forward with the development of the Otterhound Reproductive Bank, we are looking for approval from the AKC Board of Directors to allow an LLC to own semen; and allow for registration of puppies produced by the semen owned by the Reproductive Bank.

We are open to ideas and input from the AKC regarding the setup of the charter and bylaws to best serve the purposes of the Otterhound Reproductive Bank within the rules of AKC registration.

Please contact Joellen Gregory, DVM at <u>joellen.gregory@gmail.com</u> or 301/788-9810 with any questions or comments.

Thank you for your consideration.

Joellen Gregory, DVM, OHCA Health Committee Chair, AKC Delegate

Elizabeth Conway, OHCA President

Rebecca Van Houten, OHCA Secretary

Sarah MacQuiddy, Linda Schrader, Members, Reproductive Bank Committee





3

Establish a Reproduction Bank

SECTION OUTLINE

- a) Develop Bylaws for the Parent Club Sponsored Reproductive Bank (PCSRB)
- b) Develop Qualifications for participation
- c) Create an Application for collecting semen for frozen storage
- d) Create a Deed of Gift form for semen to be transferred to the PCSRB
 - a) Upon death of a semen owner
 - b) Upon collection
- e) Develop relationships with semen storage facilities that will store deposited PCSRB-owned semen

To establish a PCRSB, the American Kennel Club recommends that the Parent Club seek the counsel of the Parent Club's attorney regarding the establishment of such a legal entity. For example, the Otterhound Club of America created the OHCA Reproduction Bank Inc., an entity separate from the OHCA and designated as a 501(c)(3).



DEVELOP BYLAWS

To maintain consistency in the running of any Reproduction Bank, by-laws should be created to communicate organizational rules so internal disputes and conflict can be avoided.

Following is a link to the Otterhound Club of American Reproduction Bank bylaws: https://www.ohca-reprobank.org/documents.html



QUALIFICATIONS TO PARTICIPATE – STUD DOGS

Following is an example of qualifications that the Otterhound Club of America Reproduction Bank, Inc. developed for stud dog eligibility to donate. Other Parent Clubs may have different or additional requirements.

- 1. Dogs must have CHIC number when semen is used. If a dog is collected prior to age of eligibility to acquire a CHIC number, the owner of the dog is responsible for costs associated with appropriate testing for CHIC number. Note: Should the owner of the dog choose not to complete the appropriate testing by the age of 4, the owner of the dog will owe the semen bank the associated fees from the time it was collected until the age of 4, at which point the semen will be discarded.
- 2. Must be in good health, of sound temperament and of good disposition as described in the Otterhound standard.
- 3. The board of the bank will use their discretion to determine if certain dogs would be asked for collection for the Bank.
- 4. Owners of semen do not need to be members of the OHCA.
- 5. The Reproduction Bank board will make all decisions on use of or continuation of storage of semen.
- 6. Dogs must have a negative brucellosis test within one month of semen freezing.



QUALIFICATIONS TO PARTICIPATE – BROOD BITCHES

Following is an example of qualifications that the Otterhound Club of America Reproduction Bank, Inc. developed for Brood Bitches to utilize the stored semen. Other Parent Clubs may have different or additional requirements.

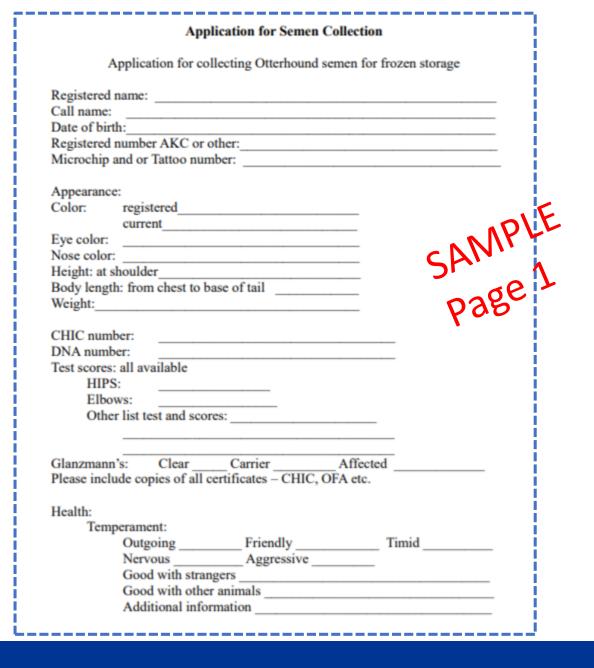
- 1. Bitches must be a minimum of two years of age but prior to their seventh birthday.
- 2. Must meet the qualifications for a CHIC number prior to the planned breeding.
- 3. Must be in good health, of sound temperament and of good conformation as described in the Otterhound standard.
- 4. Must use quantitative ovulation timing (i.e. progesterone testing).
- 5. Breeder must be a member in good standing of the Otterhound Club of America.
- 6. Must be at least 6 months since last heat or 4 months from the last litter with documentation from veterinarian stating bitch is in good health for breeding.
- 7. Must have negative brucellosis test within 2 weeks of breeding.



CREATE AN APPLICATION

When possible, it is best to have as much information on file regarding the stud dogs that are represented in your semen bank, including health clearances and other phenotypic data.

Sample of Otterhound Club Application click here





CREATE AN APPLICATION cont.

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Semen Donations

There are two routes for a Parent Club Sponsored Reproduction Bank (PCSRB) to obtain semen:

1. Gifts

Semen is gifted to the bank, while the dog is alive or upon an owner's death (please see pages 21-23, re: Deed of Gift).

2. Abandonment

Semen storage facilities typically have an agreement on file with the frozen semen owner stating what happens upon the abandonment of the semen. Abandonment typically results when storage invoices go unpaid for a predetermined amount of time. It is common for the abandoned semen to become the legal property of the storage facility in these situations, whereupon it is commonly destroyed. However, under the new processes outlined in this document, semen banks may donate the abandoned material to a PCSRB.



UNDERSTANDING THE PROCESSES cont.

STORAGE

- Semen in the PCSRB can be physically stored in one or multiple locations.
- It can be moved to one central location or kept where it currently is stored to save shipping of containers.
- No matter how many locations, it is up to the PCSRB to keep a track of all the frozen semen and its whereabouts. (See page 24 for more on this topic.)

USAGE

- The approval allowing a bitch owner to use semen from the PCSRB is a decision for the PCSRB. (See the example of the Qualifications developed by the OHCA, page 16.)
- For any litters resulting from semen owned by a PCSRB to be registered with the American Kennel Club, an Annual Breed Reproductive Bank Signatory Authorization must be on file and current. (See page 27.)



CREATE A 'DEED of GIFT' FORM.

A deed of gift is a signed legal document that voluntarily and without recompense transfers ownership of real, personal, or intellectual property – such as a gift of materials – from one person or institution to another. It should include any possible conditions specifying access, use, preservation, etc. of the gift, and is considered voluntary.

OHCA Deed of Gift Forms samples here



EXAMPLE: 'DEED of GIFT' FORM (at time of collection)

TO THE OTTERHOUND CLUB OF AMERICA REPRODUCTION BANK THIS DEED OF GIFT is made the day of 20 HEREBY GIVE to The OTTERHOUND CLUB OF AMERICA REPRODUCTION BANK and thereby relinquish on behalf of myself, my executors and heirs for all time, all rights to the Semen to be collected this day and stored with SAMPLE (facility name) (address) (phone) From the following Otterhound registered with the American Kennel Club. (Registered name) (Registration #) (Date of birth) (Microchip/tattoo #) I nominate the COMMITTEE of THE OHCA REPRODUCTION BANK for the time being to hold such semen entirely at their discretion to be used in accordance with the terms of the Reproductive Bank. All fees for the use of such Semen will be used to support the future work of the Reproduction Bank. Signed Signed (Committee Representative) Witness Name & Address

DEED OF GIFT



EXAMPLE: 'DEED of GIFT' FORM (transfer-on-death)

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I. OF UPON MY DEATH, I HEREBY DONATE to The OTTERHOUND CLUB OF AMERICA REPRODUCTION BANK and thereby relinquish on behalf of my executors and heirs for all time, all rights to the Semen of the following (stated below) Otterhound(s) that is stored with (facility name) (address) (phone) From the following Otterhound(s) registered with the American Kennel Club. (Registered name) (Registration #) (Date of birth) (Microchip/tattoo #) (Registered name) (R				
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SEMEN STORAGE FACILITIES

Your PCSRB will need to decide where to store the donated/gifted/abandoned frozen semen. Physically the semen can be stored in one or multiple locations. There are many semen storage facilities throughout the country that could store the semen.

Following is one option that said it would welcome Parent Clubs at a discounted rate.

Iowa State University

Iowa State University has agreed to offer any AKC Parent Club Sponsored Reproduction Bank a special rate on storage fees.

Charges: \$15.00* per cane/ per year for storage.

- Each cane holds up to 10 straws or 3 cryo vials of pelleted semen
- One animal and collection date per cane
- PCSRB responsible for shipment to University

If interested, please contact 515-294-1500 or cryolab@iastate.edu to arrange details.

*Price subject to change



SEMEN BANK FACILITIES – Abandoned Semen

- New process developed by AKC to allow Semen Banks to transfer abandoned semen to PCSRBs.
- Creates opportunity to make usable what would be destroyed, but only by Parent Club sponsored entity.
- Form is located under Downloadable forms on akc.org or click <u>here</u>.

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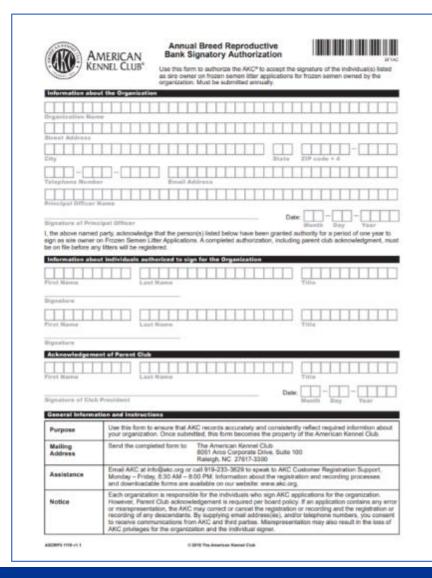




4

Annual Signatory Form

SUBMIT ANNUAL SIGNATORY FORM TO AKC



For the AKC to accept litter applications on behalf of a PCSRB, the "Annual Breed Reproductive Bank Signatory Authorization" form must be submitted **annually**.

The principal officer of the PCSRB gives authorization to an individual(s) to be listed as semen owner on frozen semen litter applications for frozen semen owned by the organization. The person(s) listed are granted authority for a period of one year to sign as semen owner on Frozen Semen Litter Applications. This completed authorization, which includes parent club acknowledgment, must be on file at AKC before any litters will be registered.

This form [ASORP3] is available on akc.org under Downloadable Forms http://images.akc.org/pdf/ASORP3.pdf





5

Glossary

GLOSSARY of COMMON SEMEN STORAGE TERMS

Breeding unit – the # of morphologically normal, progressively motile sperm determined by the semen freezing facility to be necessary to successfully impregnate a normal fertile female dog.

Cane – the metal or plastic device used to hold vials or goblets containing frozen semen in the cannister of the tank.

Cannister – the container – usually 6 to a tank – that supports and contains the canes.

Cryo vials – special vials that can withstand liquid nitrogen temperatures used to hold the frozen pelleted semen.

Cryopreservation – the process by which semen and other genetic material is frozen with the expectation of future use.

Dewar – a vacuum flask used to transport frozen genetic material by common carrier, insulating the frozen material and keep it in a frozen state. Also known as a "dry shipper".

Dry ice – the solid form of carbon dioxide (CO2). It's called "dry ice" because it does not melt like wet ice. Instead, dry ice converts into carbon dioxide gas. Because dry ice is extremely cold (-109°F/-78.5°C), non-toxic, and completely dry, it is

commonly used as an expendable refrigerant to ship frozen food or medical products or to cool materials during production.

Extender — is a liquid diluent which is added to semen to preserve its fertilizing ability. It acts as a buffer to protect the sperm cells from their own toxic byproducts, and it protects the sperm cells from cold shock and osmotic shock during the chilling and shipping process (the sperm is chilled to reduce metabolism and allow it to live longer). The extender allows the semen to be shipped to the female, rather than requiring the male and female to be near to each other.

Freeze media - Special freezing extender allows cryogenic preservation of sperm ("frozen semen"), which may be transported for use, or used on-site at a later date.

Goblet – typically a cylindrical tube to hold straws **Liquid nitrogen** - LN2, is nitrogen in a liquid state at an extremely low temperature (–195.79 °C, –320 °F) boiling point at sea level).

Mobility – see Motility



GLOSSARY cont

Morphology - describes the shape of the sperm. The sperm are examined under a microscope and must meet specific sets of criteria for several characteristics in order to be considered normal. Some abnormal sperm are usually found in every semen sample.

Motility - (sometimes referred to as the "mobility" or sperm movement) this describes the percentage of sperm that are moving. For fresh canine sperm, at least 70% or more of the sperm should be moving in a normal forward movement.

P Score – a subjective judgement of the speed of the sperm moving in a forward direction. Range is from 0-5, with 0 being non-motile and 5 moving so fast across the microscope that they can't be individually counted

Pellets – a method of freezing sperm in pellets. An imprint is made onto dry ice with a metal mold and the semen is poured into the divots to freeze in pellets.

Sperm count - This is a measurement of how many million sperm there are in the ejaculate. The amount considered

normal depends on the size of the dog. This can be presented on a "per ml" basis, but it is the TOTAL sperm produced that matters. (# of sperm /ml x # of ml collected.)

Straw – A method of freezing sperm in straws. Straws are typically 1/2ml when freezing canine sperm. Typically, 5 straws will fit in 1 goblet.

Tank – A storage place for the frozen sperm that keeps it in liquid nitrogen. Tanks range in size from small (\sim 4 cannisters that are $\frac{1}{2}$ sized) to large (holding up to 10 large canisters).

Thaw media – An extender that helps protect the frozen sperm when thawing – can affect the pH, osmolality and therefore helps cell membranes. Need for "thaw media" depends on the initial brand of extender used when freezing.

Thawing – taking semen from a frozen state in liquid nitrogen to a warmed state for evaluation or use

Vial – a small container, typically cylindrical and made of glass, used especially for holding liquid medicines.



