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Submit Research Facility Annual Reports

Last Modified:

On October 1, 2024, eAuth will transition to a new login system using Login.gov. eAuth partnered with Login.gov to provide our public customers with Multi-Factor Authentication (MFA) login options for secure and convenient access to USDA sites. Login.gov can be used for safe and private access to participating government agencies. MFA is an added layer of security to protect your information, requiring a secondary authentication method and your password. Customers can link their current eAuth account to MFA and use it for all future access to eAuth-protected applications. If you have any questions regarding this transition, visit www.login.gov/contact or call 844-875-6446.

All annual reports are now submitted and processed online. Online submissions will require the appropriate USDA login credentials and facility access code.

All annual report information has been emailed to the person and email Animal Care has on record as the point of contact for each facility. If you did not receive an email and believe you should have, please contact the Animal Care office at animalcare@usda.gov or 970-494-7477.

Frequently Asked Questions

Expand All

What is the annual animal usage reporting system?

Animal Care maintains a system for registered research facilities that allows them to submit their annual animal usage report and supporting documents easily and securely via a web-based portal. The reporting portal is only open from October 1st through December 31st of each year.

What do I need to submit my report?

- Each facility must ensure at least one authorized person has set up a Login.gov account and knows the facility's registration number and access code.
- Don’t have a Login.gov account yet? Sign up now at www.login.gov.

Why do I need an eAuth account and an access code?

To validate a user’s identity, you must be credentialed through USDA’s eAuthentication (eAuth) system. The facility access code is to ensure that a user is only accessing their facility’s annual report information. Both the eAuth and the access code combined is how Animal Care ensures that all information entered into the system is safe and secure.

Who can submit and sign an annual report?

Each facility is required to designate a person who is authorized to sign and conduct business on behalf of the facility, which is usually the Institution Official. As long as that person has the required USDA login credentials and facility access code, the annual report will be accepted.

What are the next steps?

Once you set up your eAuth account and obtain the facility access code, you are ready to access the reporting system.

APHIS Form 7023

APHIS Form 7023a

APHIS Form 7023b

APHIS Form 7023c

FY 2025 Annual Report Packet

Submit Your Annual Report

Report Archives

Annual Reports

Use the Public Search Tool to obtain a list of persons licensed and registered under the AWA, inspection reports, and research facility animal use annual reports.

Animal Summary Usage Reports

Each USDA-registered research facility and Federal research facility is required by the Animal Welfare Act (AWA) to submit an Annual Report (APHIS Form 7023) that documents its use of animals for research, testing, teaching, experimentation, and/or surgery.

More Information

- Annual Report to the Office of Laboratory Animal Welfare

Contact Us

Animal Welfare Operations

If you are unsure how to contact your facility’s assigned inspector, reach out to the Supervisory Animal Care Specialist for your State. They can put you in touch with your facility’s assigned inspector or address questions or concerns directly.

- Select a State - ▼

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Submit Research Facility Annual Reports Contacts

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