



## STANDARD OPERATING PROCEDURE NO. 8 HOUSING OF LABORATORY RODENTS OUTSIDE THE VIVARIUM

Research animals shall be housed in the facilities of the Vivarium. They may not be housed or held in individual laboratories or study areas for more than 12 hours. Any space outside of the Vivarium to which animals are moved for study, testing or observation must be listed in the IACUC-approved protocol, must be maintained in accordance with all applicable policies, regulations and guidelines and is subject to periodic inspection by the IACUC.

Use, study or housing of animals outside of the Vivarium for **more than** 12 hours is discouraged, and approval for such locations will be given only in exceptional cases. Justification must be provided within the IACUC protocol application for housing outside the facility. Some valid reasons may be research with infectious diseases that may adversely affect the other animals and use of radioisotopes or hazardous chemicals that the containment areas of the Vivarium cannot accommodate. Convenience for the investigator is not considered an appropriate reason.

To apply for this approval, a new protocol or a modification to an IACUC-approved protocol must be submitted to the IACUC and the Committee will review and approve the space, if all inspection requirements are met. Such space must be maintained in accordance with all applicable policies, regulations and guidelines.

Arrangements for animal husbandry (care & maintenance) must be made in advance and must conform to the Guide for the Care and Use of Laboratory Animals (the Guide) and all other applicable regulations, policies, and guidelines. Arrangements for obtaining cages and other Vivarium-owned equipment must be made in advance. Arrangements to utilize Vivarium staff for husbandry services may also be made, if appropriate.

**If Lab Housing is approved by the IACUC, approvals are only valid for the specific protocol, species, number of animals and specific project (or group of animals**

**within a larger protocol) for which IACUC approval has been obtained.** It is not to be considered “blanket approval” for a space. Lab Housing approval is subject to revocation in the case of non-compliance with policies, regulations or College Guidelines.

If you will be holding animals outside of Vivarium facilities for **less than 12 hours**, all locations must be listed in your IACUC protocol.

An outline of this policy for maintaining research animals outside of Vivarium space for more than 12 hours is below:

- The request for maintaining animals outside of Vivarium space for greater than 12 hours must be submitted to the IACUC and approved before maintenance of animals can occur.
- Spaces must meet the physical and environmental requirements outlined by the Guide, and it must be inspected by IACUC or Vivarium staff prior to approval.
- The PI is responsible for ensuring that the space is appropriately prepared and maintained for use as lab housing or extended study location.
- The PI is responsible for ensuring that all lab personnel abide by all Vivarium policies and guidelines and the Guide.
- The space must be inspected by IACUC or Vivarium staff before housing animals, and every 6 months after approval is obtained.
- The space will be approved only for the specific procedure, project, or protocol; one approval for a laboratory does not automatically apply to all protocols a laboratory may hold.
- The space is subject to annual approvals by the IACUC.
- Feed, water, bedding and cages must be obtained from the Vivarium.
- Animals must be monitored on a daily basis including weekends and holidays and records kept of observations. These records must be available for inspection by the Vivarium staff or the IACUC.
- Weight must be monitored on a weekly basis.
- Care must be taken to prevent the spread of any infectious or hazardous agents.
- Air ventilation must meet the standards set by the Guide. The air must be 100% exhausted to the outside and not be re-circulated to other areas.
- All surfaces (shelves, tables, floor, etc.), the primary housing enclosures and other equipment associated with animal housing must be able to be cleaned and sanitized.
- Light must be maintained at a 12:12 light/dark cycle. Use of automatic light timers is strongly recommended.
- There must be reliable temperature and humidity control, within the guidelines set by the Guide.
- The facility must be available 24 hours a day for access by Vivarium staff or the IACUC.
- Animals must be held under secure conditions such that they cannot escape from their enclosures or be removed from the laboratory by unauthorized individuals. The door to the laboratory must remain locked at all times.

- Cage cards must be posted on the primary housing enclosures and include the following, at a minimum:
  1. PI's name
  2. Protocol number
  3. Contact person's name
  4. Contact person's phone number
- Husbandry practices must be followed as if the animals were housed in the Vivarium, unless specifically exempted in the IACUC protocol. The research staff may provide the husbandry or husbandry services may be provided by the Vivarium staff with prior arrangement. Cages and water bottles must be changed weekly at a minimum.
- Dirty bedding must be disposed of in closed opaque trash bags which can be provided by the Vivarium.
- Animals removed from the Vivarium and housed in a laboratory may not be returned to the Vivarium without prior permission.
- Permission for satellite housing may be revoked if the laboratory becomes unsuitable for continued housing of animals for any reason. Reasons for revoking permission may include: changes in regulations, lack of compliance by research staff, deteriorating facilities, or the determination that the scientific justification is no longer valid.