



## **Animal Movement Policy for the University of Hawaii**

Effective Date 7/1/06 Revised: 1/12/17

The University of Hawaii is committed to providing the best environments for animals that will ensure disease-free and well-cared animals to facilitate research endeavors. To achieve this, the movement of live animals outside of Animal Veterinary Services (AVS) operated facilities is discouraged for the following reasons:

1. Potential of cross contamination of animals through direct or indirect human contact and/or animal exposure while moving between laboratories, which are permitted to hold animals and the core animal facilities.
2. Potential animal welfare issues related to improper housing in laboratories not designed to house animal subjects complicated with increased stress to the animals moving to a new location.
3. Increased risk of accidental loss of animals in transit to and from or within the laboratories. This is great concern for transgenic mice whose gene pool could potentially be integrated into the wild population.
4. Increased security risks due to activists and extremists groups who may have easier access to laboratories outside of the core animal facilities.
5. Heightened sensitivity of the public to animal activities as they may witness animal movements in public traffic areas.
6. Heightened public welfare concerns due to possible exposure to allergens, zoonotic diseases, and/or biohazards in common areas frequented by the general public or visitors.
7. Increased risk of noncompliance with regulatory guidelines and policies places a greater burden on limited resources. Regulatory oversight and manpower to oversee activities for animal activities held outside the core animal holding facilities will be increased. Noncompliance may result in fines, citations, loss of funding for all animal research at the UH, closure of facilities and cast negative publicity to the institution.
8. Loss of caging equipment provided by LAS will result in higher per diem rates to replace lost equipment. Replacement costs for cage units are approximately \$150/cage unit. The time used to purchase lost equipment is an unrecoverable expense. Reviewed by IACUC 6/15/06

In the event that live animals must be moved out of the core animal facilities, the following parameters are required:

1. No live animals shall be returned to the core animal facilities once they have been transferred out of the primary holding rooms, unless they have been quarantined for a minimum of four weeks and sentinel tested to ensure that they are specific pathogen free (SPF) prior to their reintroduction to the animal facility.
2. All costs associated with quarantining animals and testing will be borne by the responsible research group.
3. No live animals shall be housed outside of the designated core animal facility housing areas for more than 12 hours.

4. The PI must have a current Institutional Animal Care and Use Committee (IACUC) approved protocol for the animal activity. Laboratories which will hold animal subjects must be physically inspected and approved by all pertinent regulatory agents, including but not limited to: UH IACUC, EHSO, and State of HI Department of Agriculture prior to animal holding/activities. [Delete USDA, agency does not inspect labs prior to holding]
5. At least 24 hours prior to moving animals to a laboratory, the PI must complete and receive approval from the Compliance Office, Biosafety Office, and the University Veterinarian's Office via completion of the Animal Transfer T-1 form found at <https://www.hawaii.edu/researchcompliance/animal-orders-transfers>.
6. The Animal Transfer T-1 form must include a justification that all available alternatives for use of animals in the vivarium have been considered, and why they will not work for the PI.
7. AVS will coordinate the animal care staff to transfer the animals into your lab. All cages and accessories must be returned to AVS within 24 hours following the transfer.
8. When the PI receives animals, they are to sign off on Animal Transfer Form on the bottom delivery confirmation section: name, signature, and date. This will provide a chain of custody for the animals. This completed form will be kept on file by AVS.
9. Animals leaving the vivarium will be removed from per diem billing, and notes will be made to indicate what room the animals were moved to. Reviewed by IACUC 6/15/06
10. The SOP for Animal Procedures Outside the Vivarium, found at <https://www.hawaii.edu/researchcompliance/Policiesprocedures-guidelines> will be followed.
11. All animal work must be done under an EHSO approved and certified Biosafety Cabinet, or approved dedicated space.
12. For ABSL2 agents that pose a greater risk to humans, animal conspecifics, and/or other animal species which may be affected, specific SOPs must be developed and approved by the UH IACUC and EHSO prior to commencement of activities.
13. The return of euthanized animals to the core animal facility must be coordinated at a pre-arranged time with the facility senior staff. Compliance with tagging instructions described in the Dead Animal/Carcass Disposal SOP found at <https://www.hawaii.edu/researchcompliance/Policiesprocedures-guidelines> is mandatory.
14. Failure to comply with this policy may result in loss of this privilege or suspension of your protocol by the UH IACUC.
15. Movement of animals outside of the facility on existing protocols that have already been approved by the UH IACUC will be allowed to continue until their next annual review. At that time this policy shall be followed.

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