

## DEAD ANIMAL/CARCASS DISPOSAL - STANDARD OPERATING PROCEDURES

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### Instructions for PIs and Researchers:

1. All items other than animal tissue (ie: ear tags, staples, gauze, paper towel, tissue, tape, etc) must be removed before placing carcasses in their disposal bags. If these items are found by AVS in the carcass bags, the time it takes to sort the bags and remove the items will be charged back to the PIs. All non-hazardous carcasses/dead animals must be placed in a leak-proof plastic bag and tied closed (do not tape please). Hazardous carcasses (chemically treated or biohazardous) are placed in a corn-cob biobags and tied close (do not tape), and placed in a separate labeled bins specific for these types of treated carcasses. Please keep the size of each bag less than 10 lbs. in weight. If the carcass and/or tissue is not needed for analysis, the carcasses can then be placed in the freezer compartment (carcass only) of the procedure rooms, floor freezers (Manoa), or necropsy room 129 fridge.

2. Fill out the log sheet provided on the refrigerator and also label each carcass bag with the proper information:
- Date
  - Name of the Principle Investigator and Phone Number
  - Animal Room #
  - Content (# of animals/species)

Supplies can be found in bins on the countertops in the procedure rooms and animal holding rooms.

3. ALL HAZARDOUS CHEMICALLY TREATED AND BIOHAZARD TREATED CARCASSES MUST BE DISPOSED OF USING PROPER PROTOCOL PRE-ARRANGED WITH AVS.

### Instructions for AVS Care Staff:

1. Staff handling/transporting animal carcass waste or participating in the disposal of carcasses must have documented, current training in Biological Safety and Bloodborne Pathogens, Lab Safety, Biological Substance Transport Awareness, Hazardous Waste Generator and Specific On-The Job AVS training.
2. If AVS finds a dead animal in the animal rooms during change outs or checks, they must fill out a "dead animal notice". Extra forms can be found in the office. The form must include the animal strain, ear tag # (if available) PI last name, Granite Card#, estimated date of death, animal care tech name, contact #, location of carcass, and PI method of notification. The white copy of the notice is taped to the outside of the carcass biobag, the yellow copy is left for the PI either on the cage card holder (if there are still mice in the cage) or on the change station (if there are no more mice in the cage). Dead pups do not require a dead animal notice unless requested by the PI. Dead pups are logged on the cage card and in the observation log. Their carcass bags should be labeled with a dead animal tag.  
**\*\*\*In addition to the dead animal notice, email notification is sent to the PI with all of the above listed information\*\***
3. Carcasses should be placed in the procedure room, necropsy room, or floor fridge so that the researchers can collect tissues if needed before the carcasses are frozen. Place hazardous carcasses (chemically treated or biohazardous) in their separate labeled bins. Fill out the log sheet (same as the PI) when placing carcasses in the fridge or freezer. ABSL3 carcasses are stored frozen in the ABSL3 and transported directly to the tissue digester at a pre-arranged time (see ABSL3 SOP).

Carcasses will be collected once a week from necropsy, procedure rooms and floor fridges (Manoa). Only carcasses that have been in the fridge for at least one week should be collected to give the PIs time to get to them. Date and initial the log sheet in the procedure/ necropsy room or at the floor fridge (Manoa) when carcasses are collected and taken to the main vivarium freezers in Kakaako large airlock 126 and in Biomed T404F. Place all non-hazardous carcasses collected in a sturdy dark leak-proof plastic bag. Place hazardous carcasses in a sturdy red leak-proof plastic bag. Label bags with a bag #, date collected, and room(s) of origin. Hazard red bags are given an additional letter. E.g. Bag 14 (non-hazardous carcasses) and Bag 14A (hazardous carcasses collected the same day. Use twist tie labels since tape does not stick in the freezer. **Be sure to keep all hazardous carcasses in the Hazard section of the freezer labeled with the chemical or agent name.**

4. Hazardous carcasses, both chemical and biohazard are digested without autoclaving. Chemically treated carcasses from Manoa are transported to Kakaako for digestion, following the Carcass Transport SOP.
5. Upon retrieving carcasses for final disposal from the freezers, freezer logs must be filled out by AVS noting the date, staff initials, bag#, method of final disposition (digestion or incineration) and weight in pounds.
6. When filled, logs are collected, scanned and archived in with the Operations Supervisor.

#### **Disposal by Incineration:**

Non-hazardous carcasses are disposed of via sending to a commercial pet crematory. Chemically treated or biohazard carcasses are disposed of via alkaline hydrolysis. (Refer to Tissue Digester Operating SOP).

#### Instructions for Disposal by Crematory

- Non-hazardous carcasses are stored in the main AVS freezers until a pick up is scheduled.
- AVS staff weighs carcasses and provides a total estimated weight in pounds to the AVS coordinator.
- OVPRI FA generates a requisition and issues a PO#.
- AVS coordinator schedules a pick up by calling the Waipahu Waikele Pet Hospital at 808-671-7387, provides estimated weight. There are two separate accounts, one for Kakaako and one for Manoa.
- Crematory driver receives bags of frozen carcasses in their sturdy dark leak-proof plastic bags at the Kakaako or Biomed loading docks. Use the Crematory Tags to attach to each bag. Fill out Client Name AVS, Date, Weight of bag, Species – mouse or rat, and circle commnal dispose.
- Crematory emails the AVS coordinator a final invoice confirming the date of receipt and weight of the carcasses for incineration.
- AVS coordinator forwards the invoice to OVPRIFA and AVS Manager.