



<b>Internal Regulation Title</b>	Transportation of Animals			
<b>Date Last Revised</b>	07/19/2017	<b>Date Created</b>		<b>Revision #</b>
<b>Regulation Number</b>	4	<b>Required by:</b>	<input type="checkbox"/> OHRP <input type="checkbox"/> Funding Agency <input type="checkbox"/> OLAW	
<b>Applicability</b>	<input type="checkbox"/> RGC Internal <input checked="" type="checkbox"/> Researcher		<input type="checkbox"/> Institutional	
<b>Subgroup</b>	<input type="checkbox"/> NKU Compliance	<input type="checkbox"/> IRB	<input checked="" type="checkbox"/> IACUC	<input type="checkbox"/> IBC

### 1.0 PURPOSE

To ensure humane animal handling and protect against disease spread, the IACUC requires that special provisions be met regarding the transportation of animals between NKU buildings or off campus locations.

### 2.0 GENERAL INFORMATION AND SCOPE

The *Guide for the Care and Use of Laboratory Animals Eighth Edition* (hereafter referred to as “the Guide”) states: “Careful planning for all types of transportation should occur to ensure animal safety and well-being. The process of transportation should provide an appropriate level of animal biosecurity while minimizing zoonotic risks, protecting against environmental extremes, avoiding overcrowding, providing for the animals’ physical, physiologic, or behavioral needs and comfort, and protecting the animals and personnel from physical trauma.” (p. 107).

On Campus – Transportation of animals:

- from a NKU facility to a laboratory within the same building
- from a NKU facility to another building on NKU campus

Off Campus – Transporting animals:

- To NKU from an off-site location/s
- From NKU to an off-site location/s
- Between 2 or more off-site locations

Transportation of animals to or from another institution requires coordination between institutions regarding animal health status and IACUC approvals. A health certificate should accompany the animals.

### 3.0 DETAILS

#### A. MATERIALS/TRANSPORTATION CONTAINERS

- Cages/tanks/crates used for transport should limit exposure to allergens, waste products, or odors, while providing sufficient air for normal respiration.
- Clean bedding, microfilter tops, or shipping cages/tanks/crates should be used whenever feasible.
- All cages/tanks/crates must be covered with a breathable opaque material to contain allergens and to prevent public viewing.

- Cage/tank/crate lids must be secured to the container with a clip, tie, or residue-free tape to prevent escape. Shipping crates must also be sealed.
- When being transported by cart, the containers must be secured to a cart in a manner that would prevent the cages from opening if the cart were tipped over.
- Transport cage/tank/crate labels should contain the following information at a minimum:
  - Emergency contact name and phone number (usually a contact at the receiving institution)
  - "LIVE ANIMALS".
  - "These are laboratory animals and do not harbor any known agents transmissible to humans."

## B. ANIMAL CARE

- Animals should have access to food and water unless they will be returned to their normal housing area within 3 hours.
- Live animals cannot remain outside of approved housing facilities for more than 12 hours unless specifically approved in the IACUC protocol.

## C. ON CAMPUS TRANSPORTATION

- Only individuals listed on approved protocols and animal facility staff may transport research animals.
- Service elevators and tunnels must be used where available to limit contact with the general public. Up to 2 standard cages/tanks/crate may be carried by hand. If 3 or more cages are transported, a cart is required.
- Standard cages/tank/crates should be used for transportation.
- The container must be sanitizable or disposable, and must be constructed in a way to avoid injury or escape of the animal.
- If an underground connection is available between buildings this should be used instead of going outside.

## D. OFF CAMPUS - VEHICLE PROCEDURES

- Animals must be transported in a climate-controlled vehicle when the outside temperature is below 50°F or above 85°F.
- A heating/cooling system capable of maintaining a temperature inside the vehicle between 50° and 85°F.
- Cages/tanks/crates should be secured in the vehicle.
- Animals must be transported in the passenger compartment only.
- Cages/tanks/crates should be placed away from direct sunlight, and ventilation should not blow directly onto the crate.
- Avoid overcrowding and/or stacking cages/tanks/crates to allow the best possible air circulation.
- Vehicle should be clean and uncluttered, other cargo should not be transported in the same area with animal crates.

- Drivers are to remain with or in the vehicle at all times when animals are on board.
- The most direct route of transport must be taken, i.e. door to door.
- The owner of the vehicle used for the transport should be aware of the potential animal allergen exposure and risk to others that may subsequently be passengers in that vehicle.
- Steps should be taken to minimize stress during transportation.
  - Handle cages/tanks/crates gently, do not shake or drop.
  - Low noise levels, keep windows closed, do not slam doors, and keep radios off or on very low volume.
- No smoking in the vehicle or around the cages/tanks/crates.

#### 4.0 REFERENCES

[Guide for the Care and Use of Laboratory Animals Eighth Edition](#)

#### 5.0 FORMS OR ATTACHMENTS

##### Approvals

Title	Approved	Date Approved	Not Applicable
Manager of Research Compliance	<input checked="" type="checkbox"/>	06/13/2018	<input type="checkbox"/>
IACUC Chair	<input checked="" type="checkbox"/>	06/13/2018	<input type="checkbox"/>
Institutional Official	<input type="checkbox"/>		<input type="checkbox"/>

##### Revisions

Title	Approved	Date Approved	N/A	Summary
Manager of Research Compliance	<input type="checkbox"/>		<input type="checkbox"/>	
IACUC Chair	<input type="checkbox"/>		<input type="checkbox"/>	
Institutional Official	<input type="checkbox"/>		<input type="checkbox"/>	