



SECRETARÍA JUNTA ADMINISTRATIVA

2014-15
Certificación Número 111
ENMENDADA

YO, ANA MARÍA DÍAZ, Secretaria Ejecutiva de la Junta Administrativa del Recinto de Ciencias Médicas de la Universidad de Puerto Rico, **CERTIFICO:**

Que la Junta Administrativa en reunión ordinaria celebrada el martes, 26 de agosto de 2014, luego de discutir de rigor, la Junta Administrativa **ACORDÓ:**

Aprobar el documento "UPR Medical Sciences Campus Institutional Policy Regarding the Transport of Research Animals in the Guillermo Arbona Building".

Copia de dicho documento se hace formar parte de esta certificación.

Y para que así conste, para conocimiento del personal y de las autoridades universitarias que corresponde, expido esta Certificación bajo el sello del Recinto de Ciencias Médicas de la Universidad de Puerto Rico, hoy veintiocho de agosto del año dos mil catorce.

Nitza Hebé Rivera, MD
Secretaria Ejecutiva Pro Tempore

Vo. Bo.:

Noel J. Aymat Santana, DMD, FAAPD, JD
Rector

NHR/ynr

Anejo



NOTA: Esta certificación sustituye la anterior con el mismo número. En la reunión ordinaria del martes, 30 de septiembre de 2014 se enmienda, ya que el documento aprobado en esta certificación fue enmendado.

Institutional Policy Regarding the Transport of Research Animals in the Guillermo Arbona Building

- A. PURPOSE:** To standardize the animal transportation practices of vendors, contractors, researchers, technicians, and animal care and delivery personnel, and to minimize contact between research animals and visitors, patients, and employees.
- B. BACKGROUND:** Scientists at the UPR Medical Sciences Campus (MSC) are provided with access to a variety of research facilities including university hospitals and clinics, various research centers, and basic biomedical research laboratories. In such facilities, laboratory animals constitute an important resource. However, the exposure of the public (patient, visitors, students, employees) to laboratory animals should be avoided.

The Guillermo Arbona Building (GAB) constitutes the main building of the Medical Sciences Campus and houses the majority of the academic and research programs that involve the use of animals.

Because of public health and safety, animal health, security, and public relations considerations, campus policy mandates that laboratory animals be transported in a specified manner, as described below.

- C. ISSUING AUTHORITIES ARE:** The MSC's Deanship of Administration and the Institutional Animal Care and Use Committee (IACUC). For additional information on the policy, contact the Dean of Administration, 787-758-2525 x1777, GAB, Room A-715 [decano-administracion.rcm@upr.edu], or the IACUC Chair, 787-282-0031, or 787-758-2525 x1836.
- D. RESPONSIBILITIES:** Individuals responsible for implementing this policy include the campus Dean of Administration; Chair of the IACUC; Director of the Animal Resources Center; Deans of the campus schools where research with animals is conducted; the Scientific Directors or Principal Investigators of research projects and laboratories that use animals; Directors or Coordinators of courses or academic programs that include research with animals; the Animal Resources Center veterinarians; and all animal facility managers.

These individuals should ensure that all MSC employees, vendors, contractors, researchers and students who move animals into and/or throughout the MSC are familiar with this policy and its procedures.

- E. POLICY & PROCEDURES:** All animal transportation throughout the GAB of the MSC will be accomplished in a way that minimizes visibility and is conducted in a safe, clean and humane manner. Animal transportation should be avoided in public areas such as unmarked elevators, cafeterias, patient care areas, classrooms, and the main entrance. Elevators approved for animal transport will be identified as such, both in English and Spanish.

On a normal, regular basis, small animals, such as rabbits and rodents, are to be transported in identified passenger elevators. Large animals, such as swine and non-

human primates, are to be transported in the freight (cargo) elevator, after it has been properly cleaned and disinfected, and the transportation has been coordinated between the Animal Resources Center and the Campus Security Office. Aquatic and small animals, such as fish, rabbits and rodents, may be transported in either identified passenger elevators or the freight (cargo) elevator, after it has been properly cleaned and disinfected, and the transportation has been coordinated between the Animal Resources Center and the Campus Security Office.

Research animals are required to be moved in either their primary enclosures or in approved transport cages that are escape-proof, adequate in size, and made of materials that can be readily sanitized. All cages or other transport devices must have solid bottoms or be placed in a secondary container so as to contain animal waste. All devices must be appropriately sanitized between uses.

All devices used to transport animals to and from the Animal Resources Center, satellites and laboratories must be either enclosed in a second container or covered with a drape or other material so the animals are not visible. Disposable drapes are preferred, cotton drapes are acceptable. To minimize the possibility that such non-disposable drapes might act as fomites for infectious agents, a separate drape should be used for animals from different housing rooms. Drapes need to be replaced or laundered on a regular basis.

Only personnel listed in the approved IACUC protocol may transport research animals between the Animal Resources Center or one of its satellites and the research laboratory where experiments are to be conducted. The person transporting the animals must wear a laboratory coat and display his/her institutional (UPR/MSC) ID card.

All methods of animal transportation for research must always ensure the animal's health and welfare. Animal transport containers must conform to the following criteria:

1. Transport cages and containers used must be in accordance with animal welfare regulations. Cages and containers may vary depending on the purpose and distance.
 - a) The cage/container must be escape proof, even if dropped.
 - b) The cage/container must be opaque or completely covered to prevent recognition of research animals by the public.
 - c) The cage/container must prevent the release of allergens like fur, dander, or bedding and must avoid release or leakage of urine, feces, or other biological fluids.
 - d) The cage/container must be adequately ventilated to avoid oxygen depletion or CO₂ accumulation, and must protect the animal from extreme changes in temperature.
 - e) The cage/container must be disposable or sanitizable.
2. The number of animals per cages/containers must be in accordance with animal welfare regulations.
3. The cart used for transport or the cages/containers must have labeling that includes the PI's name, IACUC protocol number, and emergency contact numbers.

In the event that the elevator designated for animal transport is already transporting passengers, personnel transporting the animals should *politely and calmly* inform them that this particular elevator has been designated for the transport of research animals, as indicated by the corresponding labels.

He /She should *politely and calmly* give the passengers the option of staying in the elevator with the animals or inform them they can use one of the other 4 elevators available in the building, which do not allow the transport of animals. Under no circumstances will the person transporting the animals engage in arguments or disputes over this issue with other people in the elevator. If a passenger continues to complain, refer that person to the Campus Security Office.

- F. EXCEPTION AUTHORIZATION:** Exceptions to this policy may be granted by the Campus Security Office. In the event that the elevator normally designated for animal transport is not available or does not work properly, the person transporting the animals will inform the problem to the Campus Security Office (787-758-2525 x1000) so it can authorize transport in an alternate passenger elevator. The Campus Security Office is responsible for labeling the alternate elevator, as soon as possible.

LACUC approved on August 29, 2014.