Transport Policy

1. PURPOSE

The purpose of this policy is to clarify Thiel College requirements for the transportation of rodents utilized in research at Thiel College. Only trained and qualified Thiel faculty and students perform animal relocation-related transportation to ensure compliance with federal regulations during the movement of animals.

2. SCOPE

This policy applies to the transport of rodents associated with a change in permanent housing or the temporary movement of animals to and from laboratories or specialized equipment.

3. DEFINITIONS

Relocation is a change in an animal’s permanent housing location.
Permanent housing is defined as housing of animals for a period of greater than twelve (12) hours.
IACUC – Institutional Animal Care and Utilization Committee

4. POLICY

4.1 All animal relocations require approval from the Thiel veterinarian prior to movement of the animals.
4.2 Most animal relocations involving transports between facilities (buildings) are accomplished by trained faculty and student staff. This ensures regulatory compliance.
   4.2.1 The PI/ or trained designate may perform the transport.
4.3 The method of transport must be described in the IACUC approved protocol.
4.4 Only investigative staff listed by name on the animals' protocol may perform the transport.
4.5 Hand carrying animals between floors of the Academic Center or buildings: (if IACUC approved):
   4.5.1 Animal transport should be limited to travel in a direct and timely manner between floors/buildings; with the animal(s) in an escape proof enclosure.
   4.5.2 The primary enclosure should be placed within a sanitized secondary container, such as a Styrofoam box or Tupperware® style container.
   4.5.3 If the secondary container has ventilation holes, these should be covered with a filter material.
   4.5.4 Temperature extremes must be avoided. When temperatures are below 60 degrees F or above 85 degrees F; animals must be transported in a timely fashion to limit the time to 10 minutes outside of a temperature controlled building or vehicle.
   4.5.5 Containers with live animals must be handled carefully. They must not be tossed, dropped, needlessly tilted, or stacked in a manner which could result in their falling or handled in any manner which may cause physical trauma or distress to the animals.
   4.5.6 Do not transport the animals within their home cage(s) for relocations.
   4.5.7 Do not co-mingle animals from different home cages within a primary enclosure, to avoid fighting and distress.
   4.5.8 Animals may remain in the primary containers for a maximum of 45 minutes, including transport time and time at the final destination before being placed into standard rodent caging with food and water available.
   4.5.9 Animals may be transported within their home cage as the primary enclosure if:
4.5.9.1 The animal(s) will be returning to the facility of origin.
4.5.9.2 They will require access to food and water at the destination facility for the duration of an extended procedure. Ensure the cage system is returned to the facility of origin.

4.6 Transporting animals within a building:
4.6.1 Investigators may transport their animals to and from their laboratory or specialized equipment facilities, if approved in their protocol.
4.6.2 As above, containers with live animals must be handled carefully. They must not be tossed, dropped, needlessly tilted, or stacked in a manner which could result in their falling or handled in any manner which may cause physical trauma or distress to the animals.
4.6.3 Consideration must be given to protecting the building’s occupants from exposure to animal allergens, microorganisms, chemicals, etc.
4.6.3.1 Encapsulating the animal’s cage, or other primary enclosure, within a plastic bag or other sealable container is strongly encouraged.
4.6.4 To the greatest extent possible, animals should be moved to laboratories by the least public, most direct route avoiding public elevators.
4.6.5 Cage cards should not leave the animal quarters unless the entire cage of animals is transported to a laboratory. The cage and the cage card must be returned to animal quarters at the completion of the procedure.
4.6.6 When returning animals to the animal quarters, the exterior of the cage should be sprayed with disinfectant before placing it back in their shelf position.
4.6.6.1 Animal should be returned to the same location they were originally housed.