

**DREXEL UNIVERSITY COLLEGE OF MEDICINE  
ANIMAL CARE AND USE COMMITTEE  
POLICY FOR TRANSPORT OF ANIMALS**

**OBJECTIVE:** The Drexel University Animal Care and Use Committee has established this policy to insure that animal transport outside of ULAR animal facilities is performed in a manner that is safe to the animals and healthy for the personnel using the vehicle.

**RESPONSIBILITY:** Investigators must secure IACUC approval before animals are transported. The responsibility for proper transport of animals is that of the Principal Investigator and his staff in consultation with the ULAR staff. Animals cannot be transported across state lines without proper paperwork and veterinary clearance.

**PROCEDURES:**

Before work can be performed in a laboratory for the first time, the IACUC must inspect the area. ULAR should be contacted if any unusual transportation issues are proposed to reduce the risk of disease contamination to the rest of the animal colony.

**Transport Within a Building**

When rodents are transported outside of the animal facility to a laboratory within the same building, they should be transported in cages with filter tops on a cart or individual cages by hand. The cages should be covered with a sheet or cloth to prevent viewing by the general public. Water bottles should be removed to prevent wetting bedding during transport. Lids should be kept on cages until animals are used and replaced when the animal is returned to the cage. Surfaces that the animal will contact should be cleaned before and between animals to reduce the risk of disease transmission.

Rabbits and larger species should be transported in covered secured carriers. Animals should remain contained until their use, then immediately transported back to their holding room.

All animals must be transported on designated elevators and by the quickest route to the lab.

**Transport Between ULAR Facilities or Between Institutions**

Shipping or receiving animals to another ULAR facility or institution must be approved by the IACUC by completing an Animal Transfer Form. Animals received from other institutions must be ordered via ULAR and in consultation with the veterinary staff. Most likely, these animals are required to be quarantined.

Shipping animals between Drexel sites or to another institution should be arranged by the ULAR staff using an outside commercial animal transportation service. Special arrangements are required for animals that leave the institution and are returned. These special cases must be approved by the IACUC and ULAR. Transportation of animals to another institution requires appropriate paperwork and approvals either from the IACUC or from the ULAR, and may take some time to arrange.

### **Transport in Privately Owned Vehicles**

Using privately owned vehicles for transportation of animals is strongly discouraged because it affects the safety and health of the animal and the personnel and their families who use the vehicle. The use of any privately owned vehicle must be approved by the IACUC, and the vehicle must be inspected by the IACUC prior to its use.

The following must be described in the IACUC protocol:

**Caging** – Rodents must be transported in commercially available shipping crates with isolator tops to reduce the risk of exposure to animal allergens. Larger animals must be transported in sturdy and secure covered cages with sufficient ventilation. Water bottles should be removed to prevent wetting bedding, but should be returned immediately when in the new location.

**Vehicle** – The vehicle must be climate controlled and the temperature close to that of the housing room (68 F – 72 F). Animals must not be transported in the trunks of vehicles. The vehicle must be cleaned before and after use. It is recommended that the seats or carpet be covered with leak-proof disposable materials to prevent contamination (plastic trash can liner). Animal caging must be secured in the vehicle with straps or ropes to prevent shifting or overturning of cages during transport. The vehicle must not be unattended while animals are inside.

**Decontamination** - Investigators must provide details on how the vehicle will be decontaminated before the vehicle is used for personal use.

**Route** – The animals must be transported directly to the other building. The route of transfer should be that which minimizes observation by the public and utilizing loading docks, freight elevators and non-public corridors.

**Adverse Events** - Any adverse events during transport must be immediately reported to the IACUC.

Approval date: August 20, 2003  
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