



Welcome to the Neurophenotyping Center animal facility

Responsibility

- Investigator and their staff are responsible for cleaning and disinfecting all area and equipment or behavioral apparatus that were be in contact with animals. (S.O.P Behavioral tests-Rodents section 4)
- Investigators and their staff are responsible for removing all items they brought into the area upon completion of their work and tidying up the area. Arrangements for the removal of biohazardous equipment and/or waste must be arranged with the animal facility supervisor at the time of booking the room.
- Investigators and their staff are responsible for conducting swipe tests and decontamination of the area and equipment if radioisotopes are used. A copy of the results must be supplied to the animal facility supervisor.

Animal facility rules

Procedures to be followed at all times in the animal facility and in all behavioral rooms.

All personnel entering in the animal facility and working with animals will be required to comply with the following procedures.

Entry procedures

- **Labcoat from laboratories are prohibited in the animal facility**
(Leave your lab coat in the entry way of the animal facility)
- **Put on a clean gown**
- **Put on cover shoes**
- **Gloves and mask are recommended**
- Trolleys from laboratories **are not allowed** in the animal facility
(Leave your lab trolley in the entry way of the animal facility)
- Use a trolley from animal facility only (trolley are available everywhere in the animal facility corridors)
- All materials from laboratories need to be decontaminated or autoclaved before entry in the animal facility (for autoclaving your materials please contact animal facility staff)

Entry into a housing room (rats or mice)

- Disinfect your trolley (use Peroxyguard): Spray liberally wheels and all surfaces

Animal manipulations

Inside a housing room, surgical room, necropsy or procedures room and inside a behavioral room

When you have to manipulate an animal (rat or mouse) ALWAYS WEAR

- Gloves
- Disposable apron
- Disposable cuffs
- Mask is recommended

After each manipulation dispose of your gloves, apron and cuffs.

Surface disinfection

(S.O.P Behavioral tests-Rodents section 4)

Always disinfect your working area and your behavioral apparatus before and after use

- Clean surface before disinfecting: remove all debris and biological material
- Spray Peroxyguard liberally
- Wait 5 minutes
- Wipe up

Leaving a housing room with an animal cage

- Always put a filter lid on your animal cage

Some important things to remember

- Never transfer animal cages from a housing room to another housing room without supervisor approval.
- Let the supervisor know when you are ready for weaning, so we can assign you a room for your pups.
- Never transfer animals form others institutions without veterinarian and supervisor authorization.
- It is strictly forbidden to remove any animals from the facility and return them afterwards (No animal procedures should be done in laboratories).

Environment enrichment

Always keep animal facility staff about special requests

- Use a green dot on your cage cards if environmental enrichment is authorized in your animal cages
- Use a red dot on your cage cards for no environmental enrichment (need to be justify in your animal use protocol)

Dots are available in the animal facility

Return use materials to the dirty side cage washer

Place your cages, lids, filter lids, water bottles properly

Leaving the animal facility

- Put your gown in the dirty laundry basket
- Throw your cover shoes in the trash