

HOUSE  
STANDARD OPERATING PROCEDURE

## **BARRIER NORTH (BN)**

**SOP No:** MSAH #2

**Prepared by:** Kellie Franke

**Version:** C

**Authorised By:** Andrew Bartlett, Manager

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **1. Entering and Exiting Barrier North (Murine Virus Exclusion Facility)**

- 1.1 This is a PC2 facility certified by the Gene Regulator. Certification No: 530/2002, Variation 1635/2004 - expires 30/10/07
- 1.2 All standard procedures for PC2 level containment, under chapter 2, Part 2 – Section 3 of the “Guidelines for Certification of PC2 Facilities / Physical Containment 2 Requirements – Version 2.2 August 2003” must be followed, as per signs posted on all doors. A copy of these guidelines is available on request from the Facility Manager.
- 1.3 All persons must adhere to the “Australian code of practice for the care and use of animals for scientific purposes – 7<sup>th</sup> Edition 2004”
- 1.4 Entry is via the Barrier North (BN) change room and airlock.
- 1.5 Exiting can only be done via the Barrier South (626S), or via the Barrier North change room in which you entered.
- 1.6 Re entry into the BN is allowed, providing no other animal rooms in the facility or barrier south have been entered.

### **2. Gowning-up Procedure**

- 2.1 Street shoes are to be removed and placed in the pigeon holes located in the corridor near the change rooms.
- 2.2 Fill in “Barrier Entry” (Form MSAH#103) on bench prior to entering Barrier.
- 2.3 Upon entering the change room put on face mask and surgical cap, located on shelf.
- 2.4 Place on shoes that have been designated for use in the CB facility.
- 2.5 Place shoe covers over feet and cross over the bench and black line without putting feet on “dirty” side of floor. (Two pairs are required if entering the Immuno Compromised Exclusion Facility - See SOP MSAH#1)
- 2.6 Wash and dry hands.
- 2.7 Place on a yellow disposable gown located in cupboard. (Blue suit if entering Immuno Compromised Exclusion Facility – See MSAH SOP#1)
- 2.8 Place on examination gloves located on shelves.
- 2.9 Enter BN facility through airlock.

### **3. Traffic Flow**

- 3.1 The Immuno Compromised Exclusion Facility (ICEF) must always be accessed first.
- 3.2 Once in an animal holding room within the Murine Virus Exclusion Facility (MVEF) you can not return to the ICEF.
- 3.3 All rooms S614, S615, S616 and S617 are accessible through the entrance doors in the corridor (610S).
- 3.4 A clean pair of covershoes must be worn between each room, and if animals were touched, the gloves and gown must also be changed.

### **4. Exiting Barrier North**

- 4.1 Remove empty cages, dead animals and disposables from the room and place outside of airlock at end of corridor. (ie – outside of Barrier North).
- 4.2 Dispose of gloves, mask and cap in the bin provided outside of the airlock.
- 4.3 Spray shoes with 70% alcohol, Enter change room and return shoes to storage shelf.
- 4.4 Exit change room.
- 4.5 Place dirty cages in the washup room.

### **5. Removal of Animals from the Barrier North**

- 5.1 All animals can be removed from the facility but once removed, can not return
- 5.2 All animals should be transported within their animal cage and then placed into a secured transport box prior to removal from the barrier.
- 5.3 All GMOs being transported out of the facility must be transported in accordance with “Guidelines for the Transport of GMOs” June 2001.
- 5.4 All GMOs must not be removed from the facility unless they are to be transported to a containment facility certified by the Regulator, to equivalent or higher containment level.
- 5.5 All users of approved GMOs (including exempt dealings) must sign out all animals removed from the facility on the sheet directly outside the barrier.
- 5.6 Animal carcasses (including animals infected with GM-micro-organisms or GM animals) must be removed in a sealed body bag and placed in the bio-hazard bin in the Coldroom (S623) for incineration. Due to OGTR regulations the cold room door is to remain locked at all times. Ask LAS staff for key location.

### **6. Occupational Health, Safety and Welfare**

- 6.1 All staff and researchers are to adhere to safe work practices
- 6.2 All staff are required to have barrier shoes or there is no entry to the barrier
- 6.3 First Aid Kit is located just outside Barrier North (First Aid officer is Faye Gardner ext 35340)
- 6.4 Any OH&S accidents or incidents are to be reported immediately to the Facility Manager (Kellie Franke) or First Aid Officer (Faye Gardner)
- 6.5 Do not use emergency exit (stairwell) unless other exits are blocked.

### **7. Researchers**

- 7.1 Researchers are required to clean their work site on completion. This includes disposal of waste, removal of used cages, removal of dead animals etc. and the spraying of 70% alcohol over the work site and wipe bench.
- 7.2 All animal cages are to be returned to their original location and are to have food and water.
- 7.3 All animal cages must be correctly labelled with name, date, animal species, strain, number and the animal ethics approval number.
- 7.4 If a researcher notices any cage which is low on food or water or an incorrectly fitted lid, they should notify Animal Services staff or rectify the situation themselves.
- 7.5 If any supplies (eg. paper towel) need replacing it would be appreciated if researchers could inform the Animal Services staff.

### **8. Animal Services Staff**

**re: Animal Husbandry**

- 8.1 All cages will be checked daily to ensure the adequate supply of food and water.
- 8.2 Cages will be changed once/week on Mondays or Tuesdays. More frequently if the need arises.
- 8.3 Water bottles will be changed once/week on Thursdays. More frequently if the need arises.
- 8.4 Feed will be added twice/week when cleaning and bottles changed. More frequently if the need arises.
- 8.5 Corridors and animal rooms will be swept daily and mopped weekly. The Air lock and Gowning room will be swept and mopped once/week. More frequently if the need arises.
- 8.6 General cleaning, replenishing of supplies and replacement of bin liners in the Corridor, Airlock and Gowning room will be done once/week.
- 8.7 Animal arrivals will be placed into the appropriate sized cage, labelled, given food and water and housed in the designated room.
- 8.8 Bins and Blue suits box will be checked daily and replaced when necessary.

**Laboratory Animal Services staff are available for assistance and advice please contact them to ask questions or just to inform them of events regarding your animals.**