

ANIMAL TRANSPORTATION

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SOP No: LAS #5

Version: B

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Authorised By: Andrew Bartlett

Signed:  Date: 27/10/14

****Transportation can cause animals distress due to confinement, movement, noise and changes in the environment. For this reason, conditions and duration of the transport must ensure that the impact on animal health and welfare is minimal****

NOTE: All consignments to and from LAS facilities are to be coordinated through the Administration Staff and the Facility Coordinator

Temperatures are to be checked using BOM website.

1. Local deliveries – LAS insulated and air conditioned van

- 1.1 Animals are to be transported in approved containers (see SOP CAH 21 Processing and Filling Animal Orders).
- 1.2 Containers are to be secured and spaced to provide free air flow around containers.
- 1.3 Containers are to be appropriately labelled to identify content and delivery details.
- 1.4 Each order is to be checked against an order list and run sheet.
- 1.5 Facilities receiving a delivery are to be contacted prior to arrival to ensure no delays in receipt (unpacking).
- 1.6 Upon delivery to destination facility, orders are to be checked against the run sheet by a member of the receiving facility.
- 1.7 Any errors to orders are to be addressed immediately.

2. Local and Interstate Orders – Private Courier

- 2.1 Animals are to be transported in approved containers.
- 2.2 Containers are to be appropriately labelled to identify content and delivery details.
- 2.3 Containers are to be secured and spaced to provide free air flow around containers.
- 2.4 Courier is to be booked by Administration staff on the day of transport. If transport is required early in the day, courier must be booked the day before.
- 2.5 LAS to provide receiving facility notification of delivery details.
- 2.6 Receiving Facility is to notify LAS of consignment arrival and report condition of animals.

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3. Air Freight – Jet Pets

- 3.1 Administration staff is to send a copy of the confirmed Jet Pet booking email to CAH and confirm pick up time from CAH.
- 3.2 If a courier is required (CAH to MSAH), Administration staff to book the courier on the day of transport.

4. High Temperature Policy >30°C

4.1 Local deliveries – LAS insulated and air conditioned van

- 4.1.1 All local deliveries must leave point of origin by 10:00am, late orders will be sent the next day.
- 4.1.2 Stocking densities must be reduced (see point 6).
- 4.1.3 **All transporters are to contain moisture packs**
- 4.1.4 First delivery location is where the largest amount of animals are going, typically the MSAH, followed by other city locations, IMVS, UNI SA, Women's and Children's then outer city locations. Flinders orders are taken separately before city run.
- 4.1.5 **At all delivery locations the van must be left running.**
- 4.1.6 Ring the receiving Facility to ask someone to come collect the animals.

4.2 Local and interstate orders – Private Courier

- 4.2.1 Administration staff **and** Facility Coordinator to check temperatures of sending Facility **and** receiving Facility in the morning of the day of transport. If temperature of receiving facility is above 33°C **transport is not to take place**
- 4.2.2 Private courier service **is not to be used** between 11.00am and 5.00pm on days over 33°C.
- 4.2.3 Courier service on days between 30°C and 33°C **MUST** specify an air conditioned van.
- 4.2.4 When a private courier service cannot be used and/or an air conditioned van cannot be guaranteed the **LAS insulated and air conditioned van** is to be used.
- 4.2.5 All transport boxes/cages are to contain appropriate moisture packs.
- 4.2.6 Prior to unpacking containers are to be located in an air conditioned environment.
- 4.2.7 On days over 33°C interstate orders will be sent on morning flights (i.e. not the 4.00pm pick up for overnight flights) unless the destination city has a forecast temperature greater than 33°C in which case the order will be postponed.

5. Extreme Temperature Policy >38°C

- 5.1 If the forecasted temperate is greater than 38°C, all local deliveries are to be **cancelled**.
- 5.2 On a day that is over 38°C, if the overnight low temperature is forecasted to be 25°C or lower, local deliveries may take place earlier than normal; must leave point of origin by 9:00am.
- 5.3 Stocking densities **must** be reduced.
- 5.4 **All transporters are to contain moisture packs.**
- 5.5 Do not over load the van with transporters.
- 5.6 Van must be left running at all locations.
- 5.7 Ring the receiving Facility to ask someone to come collect the animals.

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6. Stocking densities for transportation

NOTE: Moisture packs are not used for local deliveries unless temperatures are above 30°C

	Temperatures <30°C	Temperatures >30°C
Small Transporta boxes	10 mice 2 moisture packs	8 adult mice 2 moisture packs
Large Transporta boxes	30 mice (20 Swiss) 4 moisture packs	25 mice (15 Swiss) 4 moisture packs
	3 - 4 adult rats 4 moisture packs	3 adult rats 4 moisture packs
	8 weaner rats 4 moisture packs	6 weaner rats 4 moisture packs

7. Deliveries to LAS from other institutions

- 7.1 Administration staff **and** Facility Coordinator to check temperatures of sending facility **and** receiving facility in the morning of the day of transport. If temperature of receiving facility is above 33°C **transport is not to take place.**
- 7.2 If LAS facilities are receiving animals from another institution, they are to notify the consignor of order arrival and animal condition.
- 7.3 If LAS facilities are to receive animals from another institution on days with a forecast temperature above 30°C Administration staff to contact consignor and advise of forecast temperature and recommend moisture packs and a reduction in stocking density.
- 7.4 If an order is cancelled/postponed due to hot weather the investigator(s) is/are to be advised and alternative arrangements made.

