



Title: Animal Transportation

SOP Number: 030

Purpose: This document provides guidance to investigators on how to safely and effectively transport animals within or between buildings on the TTU campus as well as affiliated institutions/facilities (e.g. TTUHSC, TIEHH, New Deal Farm and TTU School of Veterinary Medicine). These procedures are necessary to ensure the health and well-being of not only the animals being transported, but of the people in the areas through which animals are transported.

INTRODUCTION

This Animal Transportation SOP applies to the various animal facilities on and off Texas Tech campus. The Guide for the Care and Use of Laboratory Animals states that “all transportation of animals, including intra-institutional transportation, should be planned to minimize transit time and the risk of public exposure to allergens and/or zoonotic agents, protect against environmental extremes, avoid overcrowding, provide food and water when indicated, and protect against physical trauma”.

A. General

1. All methods of transporting TTU animals must provide for the health and welfare of the animals and conform to federal, state and local laws.
2. Transportation of animals shall be done in a direct and timely manner, avoiding public areas and areas primarily used by TTU employees and students. When the transportation of animals through public areas, especially outdoors, cannot be avoided, personnel should be aware of the risk of possible incursion by those opposed to animals' use.
3. When transporting animals between laboratories and the animal housing areas, the most direct route should be taken in order to minimize the time spent in areas where the public may be present. Use freight or service areas if at all possible.
4. Care shall be exercised in handling enclosures used to transport live animals. They shall not be tossed, dropped, needlessly tilted, stacked in a manner which may reasonably be expected to result in their falling, or handled in any manner which may cause physical trauma or stress to the animals.
5. Temperature extremes are to be avoided when animals are transported and special precautions or postponements are required when temperatures are at such extremes (less than 45°F or above 85°F, excluding livestock) that may jeopardize

the welfare of the animals.

6. The Animal Welfare Regulations (AWR) shall be followed in transporting regulated laboratory animals in intra or interstate commerce (between farms). However, the AWR specific enclosure standards are not applicable for hand carrying rodents in containers between buildings on the TTU campus
7. It is essential that the container used in the transportation of animals be species-appropriate and that they be escape proof, properly labeled, provide adequate ventilation, can be sanitized or disposed of and prevent the spread of pathogenic microorganisms, chemicals or radioactive materials where indicated. The enclosures should be opaque or shielded in such a way as to be non-stressful to the animals.
8. Cargo areas used in the transportation of animals shall be cleaned and decontaminated as necessary to prevent contamination of future animal deliveries.
9. Animal Care Services (ACS) will provide transportation for laboratory animals with an environmentally controlled and sanitizable vehicle unless previously approved by the IACUC and ACS.
10. The Attending or Clinical Veterinarian may develop specific procedures for the transportation, receipt and shipment of animals if they have requirements that differ from these guidelines. The responsibility for development and approval of these specific procedures lies with the Institutional Animal Care and Use Committee (IACUC).
11. The Veterinarian, ACS Manager or other ACS staff as designated by the IACUC, are responsible for oversight of these animal transportation guidelines, can grant exceptions when it is considered in the best interest of the animal(s), and are the contact people for information concerning the transportation, receipt and shipment of animals. Conflicts regarding animal transportation issues will be resolved by the IACUC.
12. TTU SVM will transport dogs and cats to and from the Amarillo animal shelter in a climate-controlled cargo van. They will only be contained in safe and sanitizable primary enclosures.

B. Movement of animals within a TTU building

1. Investigators may transport animals to their approved laboratory as described in their approved protocol using direct, non-public routes.
2. Transportation must be done in appropriate enclosures according to species.

3. During transportation, animals should not be visible to the public. This may be done by placing a towel, drape, etc., over the cage, or by placing the animal(s) in non-transparent cages with adequate ventilation.
4. Empty cages should not be placed in the hallways outside of laboratories. All empty cages should be covered and returned to the animal facility.
5. Rodents may not be overcrowded for transport. Up to 2 standard rodent cages may be carried by hand. If 3 or more cages are to be transported, a cart is required. In all cases, cage lids must be secured to the cages with a clip, tie, or residue-free tape to prevent escape. Cages containing animals must not be stacked.
6. The water bottle should be turned upside down to prevent water dripping into the cage during transport.

C. Moving animals between buildings on the TTU campuses

1. ACS must be notified to schedule transport for these animals.
2. Proper containment of animals transferred between buildings is essential. Animals should be transported in a manner that is escape-proof. When animals are transported through area intended for use by the general public, they must be covered. Plastic bags must never be used to cover cages/containers during transport because they restrict air flow.
3. When the ambient temperature outside is between 45°F and 85°F, the animals may be transported without climate-controlled vehicles.
4. Animals must be transported within climate-controlled vehicles when the outside temperature is below 45°F or above 85°F. The heating/cooling system of the vehicle must maintain the inside temperature of the vehicle within this range (45° to 85°).
5. An environmentally controlled and sanitizable vehicle must be used for the movement of rodents, birds or reptiles or other small animals. Transporting animals by hand carrying should be limited to travel in a direct and timely manner between buildings with the animals in escape proof enclosures and when all the general (Item A) preceding requirements are met.
6. Animals that leave certain animal facilities (ESB, HSB) are not permitted to return unless approved by both the IACUC and the Attending Veterinarian. This is to protect the health status of the existing animals in the facility, especially breeding colonies and genetically modified animals. Animals should never leave an on-campus TTU animal facility and be returned to that facility or taken to another animal facility without the knowledge and approval of the ACS veterinary staff.

7. It is preferable that ACS transports animals in University vehicles, but if approved by the IACUC, a personal vehicle may be used if the following conditions are met:
 - Adequate heating/cooling is available to maintain general animal comfort.
 - Protection from direct sun
 - Protection from the general public
 - Method to contain waste (e.g. plastic sheet under the cage, container around animal cage, ect)
 - Method for allergen prevention/containment (e.g. container around cage)
 - Method to secure the cage inside of the vehicle (e.g. bungee cords)Smoking, eating, or drinking when animals are in the vehicle is prohibited.

D. Transportation of Cats/Dogs

1. The transportation of Dogs and Cats shall be in accordance with the USDA Animal Welfare Act (AWA).
2. The primary enclosure must be strong enough to withstand the normal rigors of transportation and contain the animals securely and comfortably without sharp points, edges or protrusions that could injure the animal.
3. The enclosure must have a solid bottom and provide proper ventilation for the animals.
4. Any animals transported in the same primary enclosure must be compatible.
5. The primary enclosure must provide the animals with enough room to turn about normally and lay in a natural position.
6. Health records must accompany the animals when being brought in from another facility and records will return with the animals when they are taken back to their home facility.

E. Transportation of Livestock

1. The transportation of Livestock species shall be in accordance with the Guide for the Care and Use of Agricultural Animals in Research and Teaching (Ag Guide)
2. Livestock such as cattle, swine, sheep and horses, are transported in dedicated, university owned livestock trailers driven by trained university personnel.
3. Care is taken to minimize overcrowding, stress or excitement of animals when being shipped.
4. During transportation, animals should be provided with proper ventilation and a floor surface that minimizes slipping.
5. Smaller swine (up to approximately 23kg) can be transported in crates, individually or in pairs depending on the size of the pig to allow for free movement, for shorter durations.

F. Delivery of animals to locations outside Texas

1. Health certificate - For non-rodent animals being shipped from Texas to another state or country, a United States Department of Agriculture/Animal Plant Health Inspection Service certificate of veterinary inspection is required. The species appropriate form (i.e. interstate vs. international) must be signed by a USDA

accredited veterinarian within 30 days of shipment and accompany the animals. Wild caught animals being shipped from Texas must have the appropriate forms accompany the animals.

2. The door-to-door delivery of mice and rats can be arranged through the use of an airfreight company, such as World Courier or Validated Delivery Solutions.
3. Any other arrangements that are made for transporting animals outside of the TTU campus must meet requirements of the AWR and be approved by the ASC Veterinary staff and the IACUC.

G. Transporting live or dead animals containing radioactive isotopes

Please contact Animal Care Services and Environmental Health and Safety before proceeding:

Animal Care Services

(806) 742-3853

animalcareservices@ttu.edu

Environmental Health and Safety

(806) 742-3876

H. Transporting live or dead animals treated with human pathogens or carcinogenic material

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