

Standard Operating Procedure

SOP Number: **02-18-5150**

Service: **Research**

Operating Section: **Administration**

Unit: **Comparative Medicine Facility (CMF)**

Title: **Emergency Response Plan Overview**



Purpose:

To describe the general procedures for emergency preparedness and the handling of experimental animals.

Procedure:

- 1) In the event of any situation that may potentially affect the health or well-being of animals housed in the CMF facilities, the designated personnel must be contacted for instructions. Contact information is listed in the "CMF Emergency Response Guide" which is maintained by CMF.
- 3) Supervisory staff will notify other personnel included in the specific emergency situation. Training in the system of emergency codes/announcements is included in the mandatory annual safety training.
- 4) Every attempt will be made to maintain environmental conditions required to keep animals in their housing locations. If necessary, animals may be temporarily relocated under supervision of the CMF veterinary staff. If conditions necessitate, animals may be relocated to affiliated institutions. Principal Investigators will be notified within 24 hours of animal relocation or as soon as possible thereafter.
- 5) In the event of any emergency that may have the potential to permanently alter the physiologic parameters of experimental animals, memoranda detailing the experimental complications will be prepared by the Director and distributed to PIs, the IACUC and the Institutional Official within 24 hours.

OFFICE USE ONLY:**APPROVALS**

Responsible Official Signature		Date	3/5/2024
QA Signature		Date	03/18/2024
Version #4	Effective Date	Supersedes #3	Original Date 11/21/08