

Guidelines For Transporting Animals

The following guidelines are for The National Cancer Institute at Frederick inter-building transfers and are to ensure that the correct procedures for transporting animals are practiced when animals leave animal facilities. Any movement of animals is always done with prior knowledge and approval from the recipient of the animals.

- All methods of transporting NCI at Frederick animals must provide for the health and welfare of the animals.
- Transportation of animals shall be done in a direct and timely manner avoiding public areas. Once animals have left the animal facility they must be the first priority of the individual transporting them. At no time are animal shipments to be left unattended.
- Whenever practical an LASP climate controlled vehicle should be used to transport animals. Unless prior approval is given by the ACUC, the use of personal vehicles to transport animals is prohibited.
- All LASP vehicles used for transporting animals will be inspected by the ACUC as part of the semiannual inspections.
- Animals shall not be transported with any other animal, substance or device that may be expected to be injurious to their health or welfare.
- 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.
- Temperature extremes are to be avoided when animals are transported and special precautions (such as the use of temperature controlled vehicles, or keeping the time outside to less than 15 minutes) or postponements are required when temperatures are below 45 degrees Fahrenheit or above 85 degrees Fahrenheit and may jeopardize the welfare of the animals.
- The Animal Welfare Regulations (AWRs) and all applicable laws and regulations shall be followed in transporting animals.
- It is essential that primary enclosures be used in the transportation of animals, 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. These enclosures must also be secured during transit to minimize movement during transfer.

- For each shipment clean transport containers will be prepared with fresh bedding.
- Cargo areas used in the transportation of animals shall be cleaned and decontaminated as necessary to prevent contamination of future animal deliveries.
- The following information is to accompany animals being transported, if applicable: Source facility will include with the shipment: all cage cards, animal identification (ear notch chart, ear tags), and any watch cards and animal health reports or readable copies thereof.
- LASP SOP 3.009 states that transportation will be accomplished as quickly as possible. Total time in the box for the animals will not exceed 1 hour.

Packing recommendations:

Packaging Materials:

CONTAINER¹	MAX. NO. OF ADULT² MICE	MIN. NO. OF VENT HOLES³	NOTE
Pint (8.94 in ² ; 23.65 in ³)	1-2	6	For short time use only
Quart (8.94 in ² ; 53.65 in ³)	1-2	6	
2 Quart 23.75 in ² ; 95 in ³)	3-4	8-10	
Gallon (34.45 in ² ; 215.34 in ³)	5	8-10	
Commercial mouse cardboard or plastic shipping box	5-25	n/a	Can be subdivided into 3-4 compartments
Innovive plastic shipper	5	n/a	

¹ Rodents are not to be shipped in disposable cages excluding the INNOVIVE shipping container. They can be shipped in polycarbonate micro-isolator caging units (no grommet holes) with filtered lid securely fastened with cage clips. We strongly recommend the use of disposable “ice cream” style cartons or commercial shipping containers. Area measurements are given in square inches and volume is given in cubic inches. Exceptions may be allowed with LAM approval.

² Mice near or at weaning age will be considered adults for the purpose of selecting container size.

³ Vent holes, 0.5cm diameter, should be made with a pencil or other sharp object.

Additional Considerations:

- When selecting containers for transfer, the body weight/size of the mice and the anticipated length of time in the box (including time spent packing/unpacking) should also be considered to determine the choice of container.
- If a large number of animals must be transferred, the shipment must be split into multiple deliveries to ensure that the total time in the box does not exceed 1 hour.
- When transferring groups of breeding animals that includes a pair or trio of adults plus one or more litters, the largest possible container will be used. Alternatively, the group should be separated and all essential information copied to accompany the additional containers. Mice near or at weaning age will be considered adults for the purpose of selecting container size.