

	<b>Flinders University</b> <b>Safe Work Method Statement</b> <b>Guinea Pig – Transportation</b> <b>21/05/19</b>		
			<b>College of Medicine and Public Health Animal Facility</b>
<b>SWMS Number</b>	<b>RA Number</b>		<b>RA Score</b>
SWMS- 3.6	RA 3.6		Low
<b>Contact Person</b>	<b>SWMS prepared by</b>	<b>AWC Approval Date</b>	<b>Review Date</b>
Roxanne Collingwood	Roxanne	21/05/2019	May 2021

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### Legislation

- *Australian Code for the Care and Use of Animals for Scientific Purposes 8<sup>th</sup> Ed.*
- *Animal Welfare Act 1985*
- *Animal Welfare Regulations 2012*
- [Gene Technology Act 2000](#) (the Act)
- [Gene Technology Regulations 2001](#)
- *Work Health and Safety Regulations 2012*

### University Policy

- Work Health and Safety Policy 2013
- Responsible Conduct of Research Policy 2016
- NHMRC Guidelines

### Local Policy

Use of the College of Medicine and Public Health Animal Facilities by all staff and researchers of the College of Medicine and Public Health, Flinders University, is subject to awareness of, and adherence to the following:

#### Research Involving Animals:

- The University holds a licence for the use of animals for teaching and research purposes. To satisfy the requirements of the licence, anyone wishing to undertake teaching and research using animals must submit a proposal to the Animal Welfare Committee (via the Animal Ethics Review Sub-Committee). No work with animals may commence until written approval has been received from the Animal Welfare Committee. Standardised application forms for Research and Teaching can be found on the Flinders University website listed below. It is your responsibility to regularly check this site for updates to guidelines, forms etc

[http://www.flinders.edu.au/research/researcher-support/ebi/animal-ethics/animal-ethics\\_home.cfm](http://www.flinders.edu.au/research/researcher-support/ebi/animal-ethics/animal-ethics_home.cfm)

- **All staff and students involved in animal research must complete Animal Ethics Online Training (AEOT) and must also regularly attend Animal Researcher Information Sessions (ARIS).**

### Safe Work Method Statement

Refer to Risk assessments, Safe Work method Statements for chemicals, processes and plant equipment where appropriate. All projects must have an accompanying Risk Assessment signed by the Animal Facility Manager

RA 3.0 Guinea Pig- Sexing, Handling and Restraint

SWMS 3.0 Guinea Pig - Sexing, Handling and Restraint

### Personal Protective Equipment Required

- **Gloves**
- **Gown**
- **Mask**
- **Shoe Covers/ rubber boots**
- **Goggles when handling chemicals**

## Hazards and Controls

- **Animal bites- training, demonstrate competency, adhere to SWMS**
- **Animal Scratches- training, demonstrate competency, adhere to SWMS**
- **Development of Allergies- wear PPE when cleaning cages**
- **Zoonosis: Ringworm- cages with infected animals must be clearly identified and treated. Staff must wear PPE while handling and treating animals. PPE must be discarded after use.**

## Before Work Commences

### **Ensure that you are aware of the locations of the following:**

- **Spill Kit**
- **Fire Extinguisher**
- **Eye Wash**
- **Exits**

**Risk Assessment and SDS (Safety Data Sheet) - Ensure that you have read and understood for all the substances being used.**

### **Equipment**

- **Ensure that you have read and understood the Risk Assessment and Safe Work Method Statement**
- **Obtain training before using any equipment**

## General Information

- **All procedures are to be performed by trained competent staff.**
- **Training is available from senior animal house staff or Animal Welfare Officer.**
- **Evidence of training is available in the “Training Needs Analysis”.**

## Australian Code - Transportation of Animals

### ***Australian code for the care and use of animals for scientific purposes, 8<sup>th</sup> Edition, 2013 - Section 3.2: Animal Care and Management***

- 3.2.5 Methods and arrangements for the transport of animals must support and safeguard the wellbeing of the animals before, during and after their transport, and take into account the health, temperament, age, sex and previous experiences of the animals; number of animals travelling together and their social relationships; the period without food and water; the duration and mode of transport ; environmental conditions (particularly extremes of temperature); and the care given during the journey.
- 3.2.6 Transport methods and arrangements must:
- (i) be appropriate for the species and the circumstances
  - (ii) minimise harm, including pain and distress, arising from factors such as containment, movement, noise, disruption of social groups, and changes in the environment and personnel
  - (iii) ensure that animals are:
    - a. provided with appropriate food and water when necessary
    - b. provided with physical and social environment appropriate for the species
    - c. protected from, and treated for injury and disease.
- 3.2.7 Both suppliers and recipients of animals must ensure that satisfactory delivery procedures are in place, including receipt of the animals by a responsible person, accountability for animal numbers, and adherence to the regulatory codes, such as quarantine.
- 3.2.8 People responsible for monitoring animals during transport must be able to recognise and respond to animal needs during the transport.

## Stocking Density

### Minimum Housing Standards for Guinea Pigs\*

	Weight (g)		Min floor area cm <sup>2</sup>
<b>GUINEA PIGS</b>	<b>single</b>	250-550	900
		>550	1000
	<b>group</b>	250- 550	450
		>550	600
	<b>breeding</b>	F + litter	1200
		per F in harems	1000

*\*Dept. Primary Industries "Code of Practice for the Housing and Care of laboratory Mice, Rats, Guinea Pigs and Rabbits" 2004*

Crate size	Dimensions	Floor Area (cm <sup>2</sup> )	Group Housed	
			250-550g	>550g
P20 (small)	48cm(d) x 33cm (w) x 38cm (h)	1584	<b>3</b>	<b>2</b>
P30 (medium)	57cm(d) x 38cm (w) x 46cm (h)	2166	<b>4</b>	<b>3</b>
P40 (large)	67cm(d) x 38cm (w) x 52cm (h)	2546	<b>5</b>	<b>4</b>

## Transportation with in the FMC

- Cage lids must be secured before leaving the room to ensure that animals cannot escape if cages are accidentally dropped.
- When transporting multiple cages, two people should be present to ensure cages are secure on the trolley and unable to fall off.
- Cages should be covered with a drape if animals are transported from the Animal Facility to Laboratories with in the FMC.
- Water bottles should be removed to prevent bottles leaking and flooding the cages during transportation, and returned to the animal when they arrive at their destination.

## Local and Interstate Transport

- Shipment should be organised by a courier company that specialises in the shipment of animals, and uses a climate controlled vehicle, and offers a door to door service.
- The preferred courier is Jet Pets.
- Check the ambient temperature on the Bureau of Meteorology (BOM) website at both the place of origin and destination. Animals **MUST NOT** be shipped if the ambient temperature is 34°C or above at the time when transportation is scheduled to occur. (Note: Interstate shipments will be collected

from CoMPHAF by 9.30am and will be delivered at their destination before the interstate facility closes).

- Crates must be of a sufficient size to allow enough room for Guinea pigs to be able to stretch out and turn around.

### On the Day of Transport:

1. Fold an absorbent pad in half and place on the bottom of the crate, add sufficient shavings to cover the bottom of the crate, add meadow hay, carrots and spinach leaves.
2. Check the sex of each Guinea pig before placing them in their intended shipper. Ensure that pens of Guinea pigs are not mixed to prevent aggression.
3. Attach a water bottle to the front of the crate, or half fill the water container (to prevent spillage during transportation for local shipments). Ensure the door locks are in place, and finally secure the door with a cable tie.
4. Clearly label the crate with the senders and receivers; 1) name of the facility, 2) address, 3) name and phone number of a contact person, 4) wean date, number and sex.
5. Ensure the crate and/or crates are handed to the animal courier personally.

Once the animals have left the Flinders facility, ensure that the institution that is to receive the Guinea pig/s is emailed, letting them know they are on their way and ask to be notified that the animals have arrived safely.

### SWMS Review

This SWMS currently applies to the animals housed in the College of Medicine and Public Health Animal Facility. This SWMS will be reviewed 3 yearly, but also updated more frequently as policies, techniques and animal care requirements change.

Position	Name	Contact Details
Manager Animal Facility	Roxanne Collingwood	8204 4380 <a href="mailto:roxanne.collingwood@flinders.edu.au">roxanne.collingwood@flinders.edu.au</a>
Animal Welfare Officer	Lewis Vaughan	0450 424 143 <a href="mailto:awo@flinders.edu.au">awo@flinders.edu.au</a>

### Useful References

<http://www.nhmrc.gov.au>

<http://www.ogtr.gov.au/internet/ogtr/publishing.nsf/Content/home-1>

<http://www.adelaide.edu.au/ANZCCART/>

[http://www.flinders.edu.au/research/researcher-support/ebi/animal-ethics/animal-ethics\\_home.cfm](http://www.flinders.edu.au/research/researcher-support/ebi/animal-ethics/animal-ethics_home.cfm)

Any questions regarding the above guidelines and any technical advice/ assistance required can be directed to Animal Facility Manager.