INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC) 
INFORMATIONAL MEMO 

October 2007 

In order to provide better service to our Principal Investigators, research staff, and administrative managers, the Office of Animal Care and Use (OACU) has compiled this informational memo. Please feel free to call the OACU staff if you have any questions about any items in this memo.

OACU location in Bioinformatics 
OACU is located on Mason Farm Road in Suite 1140 of the Bioinformatics Building (first floor, first office suite on the right). Campus box and email address, phone number, and web address are still the same.

Compliance Issues 

2007 American Veterinary Medical Association (AVMA) Guidelines on Euthanasia 
(Formerly Report of the AVMA Panel on Euthanasia) 
The AVMA recently updated its listing of approved methods of euthanasia. Please go to http://www.avma.org/issues/animal_welfare/euthanasia.pdf to review. The IACUC adheres to the guidelines recommended in this report

IACUC Rat and Mouse Euthanasia Policy 
After months of discussion and conducting various pilot studies assessing different types of mouse and rat euthanasia, the IACUC has revised its mouse and rat euthanasia policy. After standard euthanasia procedures such as the use of injectable and inhalational (e.g., isoflurane, halothane, CO₂) agents research personnel must now employ a physical method to ensure the death of all rats and mice. All Laboratory Animal Coordinators (LAC) will need to be certified in physical method techniques. LACs can be trained by OACU if they are scheduled for OACU wet lab classes (mouse and rat handling and aseptic technique), as part of OACU Monday afternoon open training (if the LAC provides their own cull animals), or by DLAM facility supervisors within the facility where the LAC’s animals are housed.

Please see the revised policy, effective 9/14/07 http://research.unc.edu/iacuc/sop/euthanasia-policy-mouse-rat.pdf
Biosecurity in Division of Laboratory Animal Medicine (DLAM) Facilities
Biosecurity in animal facilities is a serious issue that greatly affects research. Outbreaks of viruses or parasitic infections damage study results and place a huge burden on investigator and DLAM resources. Everyone must do his or her part to control contamination. This is especially important with the large number of imaging and other animal cores emerging on campus. If animals are transferred to a core facility for procedures, the investigator must make special arrangements with DLAM to bring the animals back into an animal facility. Please review the “Animal Transport” policy posted in the IACUC Standard Operating Procedures at http://research.unc.edu/iacuc/sop/index.php

DLAM has strict policies governing movement of animals between facilities and mandated dress codes in each facility. These policies not only protect animal health but also protect human health from potential allergen reactions. As facility space is limited, more researchers must house animals in multiple facilities, creating a greater chance for cross-building contamination. DLAM encourages animal users to restrict entrance to no more than one animal facility within one day. Equipment can also provide a source of cross-contamination. Please ensure that all equipment is cleaned as thoroughly as possible with germicidal agents or provide barrier protection whenever possible (e.g., keep bags or knap sacks under lab coats, seal equipment in bags, limit use between labs and facilities).

It is everyone’s responsibility to clean multi-use rooms and laboratories after use.
- Animal caging must be returned to facility dirty area.
- Bench surfaces, equipment and hoods must be wiped down with a disinfectant.
- Clean any loose debris on floors.
- Remove cardboard or other porous items from areas where animals are housed or manipulated.

Calibration of Anesthetic Vaporizers
The Association for the Assessment and Accreditation of Laboratory Animal Care, International (AAALAC) recommends that accredited institutions follow the manufacturer’s recommendations for calibration of anesthetic vaporizers. Vaporizers must be serviced according to the manufacturer’s recommendations. Nearly all manufacturers recommend yearly maintenance for precision calibrated vaporizers. In an effort to comply with accreditation standards and in an effort to assist investigators, UNC-Chapel Hill DLAM veterinary technical service coordinates vaporizer maintenance through Eagle Eye Anesthesia. Participation in the annual re-calibration effort coordinated through DLAM results in cost savings for investigators by sharing the fee for onsite calibration. There is an overall reduction in individual cost when Eagle Eye can service a large numbers of vaporizers at one time. Part of the service includes checking for accurate anesthetic delivery and potential leakage.
Administrative Issues

Animal Care Application (ACAP) Submissions
In order to be considered an official ACAP submission, all applications must be submitted online. Please be aware that you must hit the “submit” button on ACAP in order to submit the application online. This also applies to application revisions. When revising an application be sure to re-submit after making your revisions. Revise the actual application with the original web ID. Do not create and revise a copy of the application.

Amendments
Please plan carefully when completing your ACAP. Be sure to include all potential techniques you will utilize in order to avoid submitting numerous amendments later. The purpose of the amendments is to allow investigators the opportunity to request changes or minor additions to the application that may have not been initially anticipated. Amendments are not to be utilized as a convenient way to add information to a poorly designed application. Good application design results in decreased time and effort for both the IACUC and the investigator.

Training Issues

Monday Afternoon Training
In addition to the scheduled mouse, rat, and aseptic technique classes, the Molecular Biology Building (Glaxo) OACU training space is open for one-on-one training every Monday from 1:00 – 4:00 PM. We encourage research personnel who handle animals to make use of this service. Please contact Training and Compliance at 966-5569 to schedule appointments.

Other

Network of Laboratory Animal Coordinator (NLAC)
The NLAC Steering Committee encourages Principal Investigators to allow their laboratory personnel to participate as members of the NLAC steering committee and to attend quarterly NLAC seminars. NLAC is an excellent resource for individuals who use animals in research. NLAC’s goal is to enhance communication between animal research laboratory personnel, IACUC, and DLAM. NLAC activities support the University’s mission to expand knowledge and teach individuals involved in all levels of animal research by providing a forum for the open exchange of ideas and an information network for policies, procedures, and regulations.

Join the NLAC Listserve. This is an avenue for laboratory animal coordinators to make contacts, exchange ideas, ask questions, and make suggestions. To subscribe to the NLAC listserv, compose an email message in text format to listserv@unc.edu. Leave the subject field blank and type "subscribe nlac" in the body of the message. Be sure to erase any signature text that you have in your message.
Grant Comparison
All animal work described in a grant proposal that receives an award must also be described in an IACUC approved animal care application (ACAP). NIH expects research institutions to insure that this congruency exists. IACUC approved animal use applications may cover more procedures than described in the grant proposal. However, all procedures, animal species, drugs, routes of administration, etc. described in funded proposals must be IACUC-approved. Lack of congruency between the funded grant and the ACAP may result in serious consequences for the institution and possible retraction of NIH funding. The IACUC asks that each investigator conduct their own side-by-side comparison of grants and animal use applications in an effort to keep UNC-Chapel Hill in compliance with federal regulations.

Also, please note the following when entering Funding Source and Proposal Number in the General Information section of ACAP. In order to assist with linking an IACUC ACAP with a particular grant, please go into the General Information section within ACAP and indicate the Funding Source and Proposal Number with the links provided directly from RAMSeS (application for grant, contract, or cooperative agreement Office of Sponsored Research at UNC-Chapel Hill). For your convenience, ACAP has a link directly to RAMSeS in the General Information section of the online application form. If you need to access directly to RAMSeS, the web address is https://cfx4.research.unc.edu/ramses/index.cfm?CFID=56013&CFTOKEN=61087976