



DEPARTMENT OF THE NAVY
NAVAL MEDICAL RESEARCH CENTER DETACHMENT

LIMA, PERU
UNIT NUMBER 3800
APO AA 34041 - 3800

IN REPLY REFER TO

NMRCDINST 3900.1B
03 Sep 02

NMRCD INSTRUCTION 3900.1B

From: Officer-in-Charge, Naval Medical Research Center Detachment
To: All NAMRID Personnel

Subj: POLICY ON EXPERIMENTAL ANIMALS

- Ref:
- (a) SECNAVINST 3900.38.B, The Use of Animals in DOD Programs (June 84).
 - (b) Animal Welfare Act of 1966 (Public Law 89-544) as amend by the Animal Welfare Act of 1970 (PL 91-579), by the 1976 Amendments to the Animal Welfare Act (PL 94-279) and by the Health Research Extension Act of 1985 (PL 99-158).
 - (c) The Endangered Species Act of 1973 (PL 93-205; 87 Statute 884).
 - (d) Reglamento de Conservación de Flora y Fauna Silvestres (Decreto Supremo 158-77-AG).
 - (e) Public Health Service Policy on Humane Care and Use of Laboratory Animals.
 - (f) Guide for the Care and Use of Laboratory Animals, National Research Council, 1996.
 - (g) NMRDCINST 3900.2, Animal Care and Use Review.
 - (h) NMRDCINST 5100.1B NMRCD Safety and Occupational Health Program.
 - (i) NMRDCINST 6230.1B Immunization Requirements for NMRCD Personnel.
 - (j) NMRDCINST 6260.1A Infectious Disease Safety Program.
 - (k) Biosafety in Microbiological and Biomedical Laboratories. CDC, 3rd ed., 1993.
 - (l) NMRC, Occupational Health and Safety in the Care and Use of Research Animals, 1997.

- Encl:
- (1) Use of Animals at NMRCD
 - (2) OIC's Policy on Animal subjects

1. Purpose. To establish policy, assign responsibility and outline procedures in connection with the utilization of experimental animals. Included are acceptable standards for the health and welfare of experimental animals, control of zoonotic diseases, and release of public information pertaining to the care and use of laboratory animals.

2. Background. References (a) through (c) relate to the care and welfare of experimental animals. References (a), (g), (h) and (i) set forth the US Navy policies regarding the use of experimental animals. Reference (d) describes requirements for capturing any wild vertebrate for scientific purposes. Reference (j) describes procedures to be followed after injury by an animal. Reference (j) and (k) describe the NMRCD safety and infectious disease safety programs. Reference (l) details the immunization requirements for NMRCD personnel.

3. Policy. It is the policy of this Detachment that:

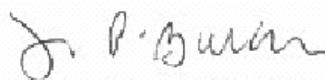
a. The care and use of animals in the laboratory shall be in accordance with the highest standards of technical and humane procedures and in accordance with the provisions of references (a) through (i).

b. Release of public information pertaining to animals utilized for research, diagnosis or testing shall be through the Office of the Officer-in-Charge.

c. All scientific reports resulting from investigative programs shall include a footnote stating that "The experiments reported herein were conducted according to the principles set forth in the "Guide for the Care and Use Laboratory Animals", National Research Council, 1996.

d. The adequate use of suitable laboratory animals for research is essential for obtaining preliminary information to develop knowledge for human patient care. The responsibilities and procedures outlined in this instruction are directed towards effecting maximum research consistent with efficient animal colony management and a sound zoonosis control program. They are not intended to be all encompassing and are not to be interpreted to limit additional efforts in these areas.

4. Action. The above policy and the procedures outlined in enclosure (1) shall be followed by members of the staff employing live animals in research, diagnosis or testing.


J. P. BURANS



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NMRCINST 3900.1B
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USE OF ANIMALS AT NMRC

GENERAL

1. Definitions

a. Department of Veterinary Medicine (VM) of NMRC refers to the assigned veterinarian, technician, animal caretaker and to the related physical facilities of the Naval Medical Research Center Detachment.

b. Animal Facility refers to the designed laboratory animal facility and to any other area in NAMRID or in its field stations where animals are housed.

c. Animal. Any nonhuman vertebrate used by NMRC investigators or by their direction, or through collaborative studies with investigators from other institutions, in the laboratory or in the field, for research, development, diagnosis, testing or instructional purposes.

d. Stock animals. Animals that have not been issued to investigators.

e. Experimental animals. Animals that have been issued to an investigator for experimental use.

f. Use of animal. Use by an investigator of animals for research, diagnosis or testing.

g. Approved use of animals. Proposed use of animals which has been reviewed and approved by the Animal Use Committee.

h. Euthanasia. Killing of laboratory animals in a humane manner.

i. Institutional Animal Care and Use Committee. A group that reviews proposed uses of animals and presents recommendations to the OIC.

2. Areas of Responsibility

a. The Officer-in-Charge is responsible for:

(1) Establishing policies for the care and management of laboratory animals at NMRC.

Enclosure (1)

(2) Establishing policy for controlling zoonotic diseases and public health problems.

(3) Establishing a system for review and approval of proposed uses of animals, including centralized review of proposals involving use of non human primates.

b. Each investigator using animals is directly responsible for:

(1) Submitting proposed to the Institutional Animal Care and Use Committee, in the required DOD format (2001) with sufficient lead time to allow committee review of the project. The following information is needed: objectives, on the need to perform the study, review of scientific literature that led to proposal, rationale for using the animal species and proposed numbers, design of the experiment and detailed description of animal procedures.

(2) Using alternatives to animals if they produce scientifically satisfactory results. Animal use proposals should contain a written assurance that the proposed work would not unnecessarily duplicate previous experiments.

(3) Using animals judiciously, the minimum number necessary for scientific validity, and in a humane manner in accordance to applicable regulations and standards. When there is conflict, the highest standard will be used.

(4) Insuring experimental animals experience no unnecessary pain, suffering or stress, and that drugs are used to minimize pain or discomfort, when indicated. The veterinarian should be consulted on the proper use of anesthetics, analgesics and tranquilizers, as indicated. When procedures are likely to cause more than momentary pain or distress investigators should provide a written narrative of the methods and sources used to determine that alternatives were not available.

(5) Insuring that personnel manipulating experimental animals, both professional and technical, have been previously trained or certified in humane animal techniques by VM.

(6) Insuring that nonhuman primates are not euthanized during or at the end of a study except when this is required as part of the investigation.

(7) Documenting requests for exceptions from compliance to the animal welfare standards, explaining in detail areas of proposed non-compliance.

(8) Insuring that no animal will be used in more than one major operative procedure from which it is allowed to recover.

c. The Department of Veterinary Medicine is directly responsible for:

(1) Providing suitable animals and veterinary medical support to the approved research programs requiring animals.

(2) Advising investigators on appropriate animal models to suit their needs, aiding them in the completion of WUIS.

(3) Managing the animal colonies; breeding or acquiring and conditioning animals.

(4) Preventing and controlling spontaneous diseases in the animal colonies.

(5) Providing a facility for surgery for investigator utilization and insuring surgery is performed in this area, by trained personnel and with aseptic technique, and that adequate pre and postoperative care are provided.

(6) Training investigators, technicians and animal caretakers on humane animal techniques, and evaluating the qualifications of personnel to be involved with animal experimentation.

(7) Providing technical services on animal procedures when possible.

(8) Determine compliance with applicable regulations and standards regarding the use of laboratory animals.

(9) Reviewing research protocols to insure compliance with applicable standards and regulations.

(10) Advising the Officer-in-Charge on veterinary medical issues, inclusive of veterinary public health, zoonoses control and laboratory animal medicine.

(11) Advising the OIC on matters related to the constructions and remodeling of animal facilities.

(12) Providing recommendations to the OIC on policies for the care and management of laboratory animals.

(13) Advising the Institutional Animal Care and Use

Committee.

d. The Institutional Animal Care and Use Committee is directly responsible for:

(1) Inspecting at least every six months NMRCD's animal facility and reviewing the animal care and use program, and preparing reports of its evaluations.

(2) Review and if warranted investigate concerns about violations to the standards of animal welfare.

(3) Making recommendations regarding any aspect of NMRCD's animal facility and animal care and use program.

(4) Reviewing and approving, requiring modifications in or withholding approval of research protocols proposing the use of animals.

PROCEDURES FOR OBTAINING ANIMALS

1. Justify request for animals well in advance of anticipated use, in the appropriate 2001 DOD format.
2. Animals can only be issued to approve projects.
3. Obtain, animals only through the Department of Veterinary Medicine.
4. Give sufficient time to allow for either breeding or purchase and conditioning of animals. The minimum stabilization/conditioning periods are: rodents, 2-10 days; rabbits, 7-14 days; non human primates, 30-90 days.

PROCEDURES FOR ANIMAL USE

1. Use only animals issued by the Department of Veterinary Medicine.
2. If animals are to be cared for by personnel not belonging to VM, they need to be trained in husbandry practices and certified at VM. Animals must be cared for every day, including weekends and holidays.
3. VM must be informed of personnel associated with the investigator and who intend to manipulate animals. These people must be identified and trained by VM (or certified as trained in the case of people already proficient in animal procedure) in husbandry, restraint, anesthetic techniques, biological sample collection and any other pertinent procedure, before being authorized to enter the animal facility to experimentally manipulate the animals.
4. Non-terminal surgery must be performed aseptically and by trained individuals. Animals must receive post-operative care and vigilance until recovered.
5. Request VM to provide medical treatment or other support services as required.
6. Document individual health records to reflect all procedures performed to nonhuman primates.
7. Make an annotation in the "animal procedures" log book each time an animal procedure is performed.
8. Make an annotation in the "animal movement" book each time an animal is taken out of the animal facility or is returned to it. Protect the animal from exposure to other animals or fomites.
9. Maintain VM advised of procedures/events, which might affect the health of the individual animal or of the colony.
10. Advise VM of termination of experiment or euthanasia. Euthanasia must be performed by VM trained or certified individuals. Ether should not be used because of the explosive potential of saturated carcasses. The carcass is placed in the morgue. Coordinate with VM regarding post mortem examination.
11. When transporting animals, coordinate with VM to insure proper precautions and care in route.

12. Take off laboratory coats before entering animal facility and place on protective clothing at the entrance of the animal room section. Rubber gloves and masks are recommended whenever manipulating or entering a room housing nonhuman primates and required when manipulating an infected animal or a primate. Do not go into a marmoset or owl monkey room if you have been in a squirrel monkey room. People with recurrent clinical episodes of Herpes simplex should not enter nonhuman primate rooms.

13. Ensure the correct population density of animals is kept.

14. Do not bring to the facility pet animals or soiled cages or anything with previous contact with domestic or laboratory animals.

15. Clean after yourself. Borrow equipment only after receiving the approval of VM.

16. Record animal transactions (animal in or out of a room) in the appropriate form within each room.

17. Follow VM SOPs.

18. The treatment room is for laboratory animals only. Pets cannot be routinely cared for.

19. Only animals of the same species will be housed together to diminish the possibility of interspecies transmission of infectious agents. Exceptions can be made only in special circumstances, according to the professional judgment of the staff Veterinarian, and under his responsibility.

20. Female animals shall be kept separately from males except in VM approved breeding colonies.

PERSONAL HYGIENE AND OCCUPATIONAL HEALTH PROGRAM

1. A high standard of personal cleanliness among persons associated with animals is mandatory.
2. Only authorized personnel can enter the animal facility and they will observe Animal Biosafety Level 2 procedures.
3. Protective coats are worn in the rooms, and masks in primate rooms. Infected animals and primates are always handled with disposable gloves. Primates are caught with leather gloves. Protective clothing will not be used outside NMRC.
4. Work surface are decontaminated once a day.
5. Animal cages and rooms are kept in hygienic conditions.
6. Eating, drinking or applying cosmetics is not allowed within animal rooms. Food may be stored in designated cabinets or refrigerator only.
7. Personnel wash their hands before entering and after working in an animal room (independently of using gloves),
8. All procedures are performed carefully to minimize the creation of aerosols.
9. Personnel shall receive immunization against tetanus, and against rabies and other diseases when indicated.
10. Personnel will report unusual illnesses and animal bites or scratches, which will be recorded in a logbook, and be reported to the safety or infectious disease officer.
11. Zoonosis prevention and control and education programs will be instituted. Personnel with Herpes or other infectious diseases may be prevented from working with animals.
12. Only needle-locking syringes or disposable integral needle-syringe units are used to inject or aspirate infectious fluids.
13. An insect and rodent control program is in effect.
14. Work uniforms will be laundered in-house with hot water and commercial detergent, when necessary following autoclaving or disinfect with dilute Wescodyne. Gowns used with specified pathogen free animals will be washed separately from those used with conventional animals.

15. Animal research proposals involving infectious disease agents should be reviewed by an infectious disease officer or biosafety committee in addition to the review by the Institutional Animal Care and Use Committee.

VISITORS AND TOURS

1. Only authorized persons accompanied by a NMRCD representative shall be permitted to visit or tour the animal facilities.
2. Tours must be coordinated with the veterinary staff.
3. Visitors will normally not be allowed access to animal rooms.