Safety In Research and Vivarium Environments (SIRVE) Program

Responsible Administrator: Vivaria Safety Officer
Revised: June 2020

Summary: The purpose of the Safety In Research and Vivarium Environments (SIRVE) program is to minimize injuries and exposures due to the use of hazardous materials and operations related to animal research.

1. Program Description

The purpose of the Safety In Research and Vivarium Environments (SIRVE) program is to minimize injuries and exposures due to the use of hazardous materials and operations related to animal research. This is accomplished by:

- EH&S review of all Institutional Animal Care and Use Committee (IACUC) protocol submissions.
- Performing a risk assessment of the agents and procedures proposed in each submitted protocol.
- Initiating safety considerations meetings with University Lab Animal Resources (ULAR) representatives and researchers.
- Providing hazard communication to all parties involved.
- Providing support for ULAR and research staff in developing and complying with effective risk management strategies.

2. Scope

This document applies to all UC Irvine animal researchers and staff support personnel, where potential exposure to hazardous agents used in animal research may exist.

3. Definitions

- **Vivarium**: A facility for housing research animals.

- **Standard Operating Procedure (SOP)**: A document consisting of step-by-step information on how to execute a task. This document should include administrative controls, engineering controls, and personal protective equipment required to perform the task safely.
• **Safety Considerations Meeting**: A meeting intended to communicate risk and mediate the distribution of responsibilities for risk management for all stakeholders involved.

• **Vivarium Safety Officer**: Environmental Health and Safety personnel responsible for providing guidance and assistance in all health and safety matters involving animal research.

• **University Laboratory Animal Resources (ULAR)**: ULAR is under the auspice of The Office of Research. The ULAR department is responsible for the care and welfare of all research animals on campus. These responsibilities include but are not limited to housing, husbandry, veterinary care, and oversight of all vivaria spaces.

• **Institutional Animal Care and Use Committee (IACUC)**: Is composed of scientists, non-scientists, veterinarians and community members – all appointed by the Vice-Chancellor for Research. This committee oversees all aspects of the Animal Care and Use program under UCI.

4. Responsibilities

• **Vivarium Safety Officer** is responsible for:
  o Reviewing IACUC protocols and providing a risk assessment of proposed procedures.
  o Initiating and facilitating safety consideration meeting.
  o Providing hazard communication, training, and consultation
  o Developing SOPs
  o Performing periodic vivarium safety inspections

• **ULAR Animal Technicians** are responsible for:
  o Performing animal room inspections
  o Providing food, water and cage cleaning for the research animals
  o Marinating vivarium facilities
  o Following established SOPs

• **Faculty/Principal Investigators (PI)** are responsible for:
  o Designing research projects
  o Submitting protocols and SOP’s
  o Directing supervision of research projects and research personnel
  o Complying with federal, state, and other regulations as applicable to the research project.

5. Program Components

• **EH&S IACUC Protocol Review**

  All proposed IACUC protocols will be reviewed by the EH&S Vivarium Safety Officer during the pre-review period before the IACUC meetings. Each protocol will receive a preliminary hazard risk identification and assessment concerning the procedure(s) involved and agents used. Identification of a hazardous substance will rely on consultation of several sources, including the CDC, safety data sheets, BMBL, and published standard operating procedures from reputable
sources. When further expertise is required, review by the EH&S Subject Matter Expert will be requested.

Once the risk identification and assessment is complete, the Vivaria Safety Officer will submit all comments to the IACUC Administrator. The Vivaria Safety Officer will notify the Principal Investigator of the risks identified and arrange safety considerations meeting if necessary.

• Risk Assessment

The risk assessment performed by the Vivaria Safety Officer is a three-pronged approach: evaluation of the agent, personnel, and the research environment. Concerning the agent, risk assessments will include a review of the safety data sheet, the dose administered, as well as exposure risks based on the procedures (e.g., preparation, administration). The risk assessment will also consider susceptibilities specific to research personnel such as pregnancy, immune deficiency, etc. The final risk management step will include the safety of the surrounding environment to protect against injuries that may elevate the exposure risk.

• Safety Consideration Meetings

If an occupational health hazard is identified during the risk assessment, a safety considerations meeting will be initiated to meet the needs of effective hazard communication. There are two types of meetings: separate and joint.

  o Separate Meetings

  Attended by the Vivaria Safety Officer and responsible research personnel. The subject of these meetings will include widely used agents and procedures that have established risk management practices. The Vivaria Safety Officer will provide a standardized SOP and a discussion will occur regarding the health risk of the agent and risk management strategies. All parties involved in the meeting will sign the SOP. A copy of the SOP is sent to the researcher for guidance, and the Vivarium Safety Officer will keep a copy for record.

  o Joint Meetings

  Attended by the Vivaria Safety Officer, responsible research personnel, ULAR

  Joint meetings are reserved for procedures and agents that require high risk. These typically involve high hazard therapeutics (e.g., MPTP, select agents, BSL2+) that require open communication between all stakeholders and agreement on agent-specific animal handling procedures. During the meeting, procedure rooms are assessed for appropriate engineering controls such as negative room pressure, fume hood, biosafety cabinet as needed. After the discussion, an SOP is developed and signed by all attendees. A copy of the SOP is sent to the researcher and ULAR for guidance, and the Vivarium Safety Officer will keep a copy for record.

Specific elements of the SOP should include:

  ▪ Specific exposure hazards and health hazards
  ▪ Safety issues to consider
  ▪ Preparation safety guidelines
  ▪ Administration of agent to animals
  ▪ Animal handling and animal waste pathways
- Agent waste pathways
- Emergency instructions in case of exposure/spill

### Review IACUC Protocols

- Special hazards identified
- Common hazards identified

- Joint meetings
- Separate meetings

- Develop SOP

### Hazard Communication

A vivaria hazard communication door sign will be generated and will need to be placed outside of the animal holding room after a safety considerations meeting. Information on the door sign includes:

- Specific agent name
- Nature of the hazardous agent (e.g., biological or chemical)
- Potential route of entry
- Potential health effects
- Specific PPE required for room entry, animal handling, and cage changing
- Cage cleaning and bedding disposal guidelines

Signage will also be present at the cage level by the use of hazard notification cards provided by ULAR. The researcher will be required to fill in the hazard notification card and place it standing up behind the cage card. Information on these cards include:

- Specific agent name
- Nature of the hazardous agent (e.g., biological or chemical)
- Handling requirements (e.g., fume hood or biosafety cabinets)
- PPE requirements
- Cage cleaning and bedding disposal guidelines
- Carcass disposal guidelines
6. Reporting Requirements

All generated SOP’s and vivaria hazard communication door signs need to be uploaded as an attachment to the approved IACUC protocol. If non-compliance with the SOP procedures are found, the Vivaria Safety Officer will contact the researcher, discuss the safety procedures, and hazard communication requirements. If non-compliance continues, the IACUC committee will be notified.

7. References

- UCI Environmental Health and Safety www.ehs.uci.edu
- UCI IACUC https://research.uci.edu/compliance/animalcare-use/index.html
- ULAR https://research.uci.edu/facilities-services/ular/index.html
- California Occupational Safety and Health Administration: www.cal-osha.org
- The CDC www.cdc.gov
- BMBL www.cdc.gov/labs/BMBL.html