Table of Contents

1. Introduction
   1. Principles for working with animals and program implementation
   2. Institutional bodies: Composition and areas of responsibility
   3. Personnel Roles
   4. General principles for animal care
   5. Report to the Animal Testing Council
   6. Researchers’ responsibilities
   7. Training for workers involved with animal experiments
   8. Authorization for work with animals
   9. Veterinary assistance and training for ongoing activities
2. Operating Procedures
   1. Safety procedures
      1. Fire safety measures and first aid kits
      2. Worker safety in the Animal House
      3. Health checks and vaccinations

2.1.4 Medical conditions

2.1.5 Personal hygiene

2.1.6 Operating procedures for animal experiments using biohazards

2.1.7 Pest control

2.1.8 Surgery

2.1.8.1 Training

2.1.8.2 Location: Operating room

2.1.8.3 Planning

2.1.8.4 Implementation

2.1.8.5 Post-surgical follow-up

2.1.9 Blood collection

2.1.10 Euthanasia

2.1.10.1 Euthanasia methods

2.1.10.1.1 Euthanasia using CO2

2.1.20.1.2 Euthanasia using barbiturates

2.1.11 Medicines and drugs

2.1.12 Environmental enrichment

2.1.13 Social environment

2.2 Operating procedures in a rodent facility

2.2.1 Registering research conducted in the Animal House

2.2.2 Current care schedule

2.2.2.1 Daily care

2.2.2.2 Weekly and bi-weekly care

2.2.2.3 Changing cages

2.2.2.4 Changing water bottles

2.2.2.5 Process for cleaning and disinfecting cages and covers

2.2.2.6 Bottle cleaning process

2.2.2.7 Cleaning animal rooms and passageways

2.2.2.8 Storing food and sawdust for regular use

2.2.2.9 Waste disposal

2.2.3 Monitoring animals’ condition

2.2.4 Monitoring and care of animals in studies with severity levels 4 and 5

2.2.5 Testing for pathogen production

2.2.6 Improper cage conditions

2.2.7 Weekends and holidays

2.3 Emergency procedures

2.3.1 General

2.3.2 Preparation for emergencies

2.3.3 Implementing emergency procedures

2.3.4 Work plan during emergency situations

2.3.4.1 Order of operations

2.3.5 Emergency evacuation

2.3.6 Evacuation plan

2.3.7 Emergency closure of the university

2.3.8 Instructions

2.3.9 End of the emergency event

3. Procedures for procuring, maintaining, and transporting animals

3.1 Procuring animals

3.2 Procuring young/newborn animals

3.2.1 Procuring young/newborn animals from outside the university

3.2.3 Procuring animals from a local habitat

3.3 Maintaining animals

3.3.1 Process for transporting animals to the Animal House

3.3.2 Bringing in new animals

3.3.3 General

3.3.4 Breeding colonies

3.3.5 Agreements for exceptions in animal-holding arrangements

3.4 Work procedure for quarantine

3.4.1 Quarantine of workers and researchers

3.4.2 Quarantine of imported animals

3.4.3 Documentation for quarantine of received animals

3.4.4 Special care for animals in quarantine

3.4.5 Routine care for animals in quarantine

3.4.6 Quarantine of animals diagnosed as infected

3.4.7 Detection of contamination in a received shipment

3.4.8 Release from quarantine

3.5 Transporting animals

3.5.1 Procedure for transporting animals from Haifa University to other research institutions in Israel

3.5.2 Air transport

3.5.3 Transporting animals within the university premises

3.5.4 Procedure for removal of animals after an experiment

3.6 Ordering equipment

3.6.1 Installing equipment

3.6.2 Receiving shipments of food, disinfectants, and sawdust

3.7 Entry of workers/researchers to the Animal House

3.7.1 Behavior and safety procedures

3.8 Accidents

4. Procedures for working with wild animals

4.1 Guidelines

4.2 Ordering/procurement

4.2.1 Collecting animals from and returning animals to natural areas

4.3 Maintenance

4.4 Sanitation activities: cleaning the animal rooms

5. Procedures for working with aquatic animals

5.1 Structures and controls

5.2 Drainage

5.3 Control of climate, temperature, and ventilation

5.4 Environmental control

5.5 Water quality

5.5.1 Removal and neutralization of chlorine and reactive chemicals and biological products

5.6 Life support systems

5.6.1 Water source based on proper supervision and research requirements

5.6.2 Appropriately sized biological filter for the biomass

5.6.3 Noise and vibration control

5.6.4 Lighting

5.6.5 Adapting the area to physiological, behavioral and social requirements

5.6.6 Social environment

5.6.7 Limiting escape opportunities; re-capture

5.6.8 Environment enables access to food and waste removal

5.6.9 Environment is made of non-toxic materials

5.6.10 Environmental enrichment and behavioral and social management

5.6.11 Procedures for contact

5.6.12 Isolation due to disease

5.6.13 Food

5.6.14 Substrate materials

5.6.15 Sanitation, cleaning, and disinfection

5.6.16 Waste removal

5.6.17 Pest control

5.6.18 Collecting animals from and returning animals to natural areas

5.7 Weekends, holidays, and emergency situations

6. Facilities

6.1 Structures and controls

6.1.1 Passageways

6.1.2 Doors in animal rooms

6.1.3 Windows

6.1.4 Flooring

6.1.5 Walls

6.1.6 Drainage

6.1.7 Climate and temperature control, ventilation

6.1.8 Lighting

6.1.9 Noise and vibration control

6.1.10 Environmental control

7. Appendices

A. Organizational chart

B. Instructions for making and responding to research requests

C. Animal Welfare (Animal Protection) Law, 1994

D. Permit to harm animals in natural areas

E. Summary of report submissions

F. Request for importing animals

G. Table of conditions for housing animals in cages

Cages: Animals will be kept in cages in accordance with international standards

H. Guidelines for anesthetization of rodents

I. Schedule templates for activities in the Animal House

J. Identification tags

K. Activity-tracking forms

L. Blood collection report form

M. Contact details for emergency on-call personnel

N. Form for permitting/refusing vaccination