

Guidelines for NIH Non-Rodent Transportation

A. General

1. The Institute or Center (IC) Animal Program Director (APD) or their designee is responsible for the oversight of non-rodent transportation within their program and assurance that all transportation is handled in accordance with all applicable laws, policies and guidelines. This includes obtaining transportation approval before animals are moved, and requesting confirmation of their arrival. The IC APD or their designee serves as the primary source of information relating to the approval of transport enclosures, means of transport, receipt and shipment of animals within their IC and can grant exceptions to these guidelines when it is considered in the best interest of the animal(s). The IC Animal Care and Use Committee (ACUC), with the Office of Animal Care and Use (OACU) as a resource will resolve conflicts regarding animal transportation.
2. All methods of transporting NIH animals must provide for the health and welfare of the animals.
3. Transportation of animals shall be done in a direct and timely manner, avoiding public areas and areas primarily used by NIH employees and patients.
4. Animals shall not be transported with any other animal, substance or device that may be expected to be injurious to their health or welfare.
5. Care shall be exercised in handling enclosures used to transport live animals. They shall not be tossed, dropped, or stacked in a manner that may reasonably be expected to result in their falling. During transport, enclosures should not be carried in any way that may cause physical trauma or stress to the animal(s).
6. Temperature extremes are to be avoided when animals are transported and special precautions or postponements are required when ambient temperatures are below 45 degrees Fahrenheit or above 85 degrees Fahrenheit and may jeopardize the welfare of the animals.
7. The Animal Welfare Act Regulations (AWARs) shall be followed in transporting regulated laboratory animals in intra- or interstate commerce.
8. Transportation of animals must comply with applicable state and local laws and regulations.
9. It is essential that primary enclosures be used in the transportation of animals. They must be escape proof, properly labeled, provide adequate ventilation, can be sanitized or disposed of and prevent the spread of pathogenic microorganisms, chemicals or radioactive materials where indicated. The enclosures should be opaque or shielded in such a way as to be non-stressful to the animals.
10. Cargo areas of vehicles used in the transportation of animals shall be cleaned and decontaminated as necessary to prevent contamination of future animal deliveries.
11. The Division of Veterinary Resources (DVR) provides a central [Animal Transportation Service](#) for NIH with environmentally controlled trucks and trained drivers. It is available as needed for the delivery of all species of animals on the NIH campus and locally. Its use is required for transporting all non-rodent species off the NIH campus unless another acceptable method is justified and approved by the IC Veterinarian. It is DVR policy that animals are mentally alert and fully mobile during transportation. If animals need to be sedated or anesthetized during transportation, they will require continuous monitoring during transportation in DVR vehicles.

12. ICs may develop specific procedures for the transportation, receipt and shipment of animals if they have requirements that differ from these guidelines. The responsibility for development and approval of these specific IC procedures lies with the IC Scientific Director (SD), following recommendations of the IC ACUC and APD. A dated copy of the written guidelines shall be forwarded to the NIH OACU.
13. It is recommended that standard operating procedures (SOPs) be developed and approved for the transportation of Non-Human Primates (NHPs) and other of non-rodent species. SOPs should address the transport enclosure, means of transport, receipt and shipment of animals, as well as the monitoring of animals during transport. Appropriate records must be maintained for the sanitation and decontamination of transport vehicles.

B. Movement of animals within an NIH building

1. Occupants of the building should be protected from allergens of animal origin, microorganisms, chemicals, radioactive materials and escaped animals.
2. Movement of animals inside the animal facility is usually accomplished with the use of a transport cage for non-rodent species. The appropriate conveyance should be verified with the Facility Manager or Facility Veterinarian.
3. Movement of animals from the animal facility to a laboratory within the same building usually requires the use of a primary container as described above in A.9. The appropriate conveyance should be verified with the Facility Manager or Facility Veterinarian.
4. For movement of animals **within the NIH Clinical Center** (Building 10) and the **Clinical Research Center** (CRC) see [Research Animal Transport for the NIH Clinical Center](#). This policy addresses the correct method of movement within the Clinical Center, including the use of the appropriate elevators.

C. Moving animals between buildings on the NIH Bethesda campus

Proper containment of animals transferred between buildings is essential. When necessary the DVR Transportation Service should be used for the movement of dogs, cats, nonhuman primates and farm animals. Rabbits should be transported in screened (filter-covered) enclosures (cages or disposal transport boxes). The interior of disposable transport boxes should be individually examined before direct disposal - such transport boxes should not be left in corridors for disposal. An immobilizing drug and physical containment system should be used when transporting non-human primates between buildings unless the entire caging system can be relocated with the animals in place.

D. Transportation of animals between the NIH Animal Center (NIHAC) and the Bethesda campus

The [DVR Transportation Service](#) should be used for transporting animals between the NIH campus and NIHAC unless otherwise approved by the IC Veterinarian. DVR has a regularly scheduled daily animal delivery service between the NIH Animal Center (NIHAC) and Bethesda campus. An environmentally controlled truck delivers animals from the NIHAC to Bethesda in the morning and from Bethesda to NIHAC in the early afternoon. Call DVR in advance to make special arrangements. It is DVR policy that animals are mentally alert and fully mobile during transportation. If animals need to be sedated or anesthetized during transportation, they will require continuous monitoring during transportation in DVR vehicles.

E. Delivery of animals to locations outside NIH

1. **Health Certificate** - For non-rodent animals being shipped from Maryland to another state or country, a United States Department of Agriculture/Animal Plant Health Inspection Service Certificate of Veterinary Inspection is required. The appropriate form (i.e. interstate vs. international, species appropriate, must be signed by a USDA accredited veterinarian within 30 days of shipment and accompany the animals.
2. **Other** – Transfers of non-human primates to/from NIH are coordinated by the NIHAC Primate Facility Manager (301-402-3957). Any other arrangements that are made for transporting animals outside of NIH must meet requirements of the AWARs and be approved by the IC Veterinarian. An [Animal Transfer Agreement](#) or [Material Transfer Agreement for the Transfer of Organisms](#) may be needed when transferring government-owned animals to a non-government research facility. Contact the [IC Technology Development Coordinator](#) for guidance.

F. Transporting live or dead animals containing radioactive isotopes

1. Investigators planning to transport live animals containing radioactive materials from one location to another must contact the [Division of Radiation Safety](#) (301-496-5774) for specific guidance, unless the two locations are within the same building.
2. A radiation safety protocol is required for the use of any amount of radioactive material in large animals (dogs, sheep, monkeys, etc.) and for the use of large amounts of radioactive material in small animals. Special transportation requirements must be addressed in such protocols.
3. Warning labels are required on enclosures used to transport live or dead animals that contain radioactive materials. Minimum label requirements include a “Caution—Radioactive Material” label and identification of the specific hazard.

G. Transporting animals treated with hazardous agents

1. NIH Policy Manual [3040-2 Animal Care and Use in the Intramural Program](#) requires that an IC ACUC review animal study proposals for research with animals, including work with biological or chemical hazards. The transportation of animals that are to be dosed at one location and moved to another needs to be particularly evaluated to assure that proper containment is used to minimize occupational exposure to persons involved with the move, and to minimize environmental contamination. The [Occupational Safety and Health Specialist](#) (301-496-2346) must be consulted.
2. Small laboratory animals that have been exposed to human pathogens or toxic/carcinogenic substances and are actively shedding the hazardous material must be transported in closed systems. The IC Veterinarian, in consultation with the [Occupational Safety and Health Specialist](#), should evaluate on a case-by-case basis transportation needs for larger animals so exposed.
3. Warning labels are required on enclosures used to transport live or dead animals that have been exposed to chemical or biological hazards. The specific hazard must be identified.
4. Carcasses of contaminated animals must be handled according to the guidelines of the [Division of Environmental Protection, Office of Research Facilities](#) (301-496-3537) for handling as Medical Pathological Waste or for disposal as chemical waste. Contaminated animal carcasses

that are being transported for pathological examination also need to be placed in double plastic bags (primary barrier) and then into a cardboard box (secondary barrier) and must be accompanied by a detailed history of the type and amount of hazardous material.

5. [NIH PM-3035 - Working Safely with Hazardous Biological Materials](#)
6. [NIH PM-1340-1 - Permits for Import or Export of Biological Materials](#)

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