
STANDARD OPERATING PROCEDURE

TITLE: Cleaning the Non-Human Primate Module, West Valley Building, University of Western Ontario

SOP NO.:

REVISION: WV140 -01

EFF. DATE: DRAFT

SUPERSEDES: NA

- 4.1 CLEANING FLOORS IN TA-9, TA-8, 19, 30D, 33, 35, 35Y, 35Z, AND DIRTY SIDE OF 30C
 - 4.1.1 Sweep up waste and place in garbage. Mop floors 3 times a week (Monday, Wednesday and Friday).
 - 4.1.2 Use Floor Buffer Machine every 3 months to clean floors.
 - 4.1.3 Use a Quatricide PV-15 dilution (15ml for every 16L of water) for both regular mopping and with the Floor Buffer. Contact time is 10 minutes.
- 4.2 CLEANING FLOORS IN HOLDING ROOMS 32, 37, 38, 39, 40, 41, 42, 43
 - 4.2.1 Clean holding room floors daily.
 - 4.2.2 Each holding room is equipped with a designated broom, dust pan and squeegee. Do not remove these from their designated rooms.
 - 4.2.3 Sweep up waste and place in garbage. Wash the floors using the Hydro-chem station and QCPV-15 dispensed at the proper pre-set dilution (15ml for every 16L of water). Contact time is 10 minutes.
 - 4.2.4 Rinse floor with water dispensed from the Hydro-chem station and squeegee excess water into the drain.
 - 4.2.5 Use Floor Buffer as needed to remove dirt build up.
- 4.3 CLEANING FLOORS IN ROOMS 8, 24, 35, 35A, 36, 36A
 - 4.3.1 Sweep and mop floors a minimum of once a week using the designated broom, dust pan and mop.
 - 4.3.2 Use the Floor Buffer Machine every 3 months to clean the floors in these rooms.
 - 4.3.3 Use a Quatricide PV-15 dilution (15ml for every 16L of water) for both regular mopping and with the Floor Buffer.
 - 4.3.4 Prime the drains weekly by pouring 6 litres of 10% Bleach down them (1 part Bleach to 9 parts water).
- 4.4 CLEANING FLOORS IN ROOMS 44, 45, 50A
 - 4.4.1 Broom and dust pan are kept in Room 45.
 - 4.4.2 Sweep floors after each use, or a minimum of once a week. Mop with QCPV-15 dispensed at the proper pre-set dilution (15ml for every 16L of water) to wash floors, being careful not to allow water from Room 50A to get into Room 50.
 - 4.4.3 Rinse with water dispensed from the Hydro-chem station and squeegee excess water into the drains, being careful not to allow water from Room 50A to get into Room 50.
 - 4.4.4 Use the Floor Buffer Machine every 3 months to clean the floors in these rooms.

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- 4.4.5 Prime the drains weekly by pouring 6 litres of 10% Bleach down them (1 part Bleach to 9 parts water).
- 4.5 CLEANING HOLDING ROOMS (ROOMS 32, 37, 39, 40, 42, 43)
 - 4.5.1 Perform the following duties weekly:
 - 4.5.1.1 Don proper PPE for power washing (Goggles, apron, waterproof NIOSH mask and faceshield).
 - 4.5.1.2 Clean walls, ceilings, and vents using the Hydro-chem station and QCPV-15 dispensed at the proper pre-set dilution (50ml for every 4L of water). Contact time is 10 minutes.
 - 4.5.1.3 Wipe all other surfaces (counters, TV's, and other holding containers) with a cloth and wet down with QCPV-15 (1:128 dilution) dispensed at the Hydro-chem station.
 - 4.5.1.4 Clean sinks with scouring powder and rinse with water to remove residue.
 - 4.5.1.5 Prime the drains by removing the debris within the traps , then press the flusher button for the large square drain
 - 4.5.2 Perform the following duties monthly:
 - 4.5.2.1 Empty rooms of all caging.
 - 4.5.2.2 Don additional PPE (Goggles, apron, waterproof NIOSH mask and faceshield).
 - 4.5.2.3 Power wash rooms using Quatricide PV-15 (1:128 dilution) and let stand for 10 minutes.
 - 4.5.2.4 Rinse all surfaces using hot water dispensed through the yellow tip of the power washer.
 - 4.5.2.5 Squeegee excess water into drains.
- 4.6 CLEANING HOLDING ROOMS WITH EXERCISE PENS (ROOMS 38 AND 41)
 - 4.6.1 Perform these duties weekly:
 - 4.6.1.1 Empty room of all caging.
 - 4.6.1.2 Clean walls, ceilings and vents using the power washer and QCPV-15 dilution (50ml for every 4L of water).
 - 4.6.1.3 Don additional PPE (Goggles, apron, waterproof NIOSH mask and faceshield)
 - 4.6.1.4 Power wash room using QCPV-15 (50ml for every 4L of water) dispensed at the Hydro-chem station and let stand for 10 minutes.

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- 4.6.1.5 Rinse all surfaces using hot water dispensed through the yellow tip of the power washer.
 - 4.6.1.6 Squeegee excess water into the drains.
 - 4.6.1.7 Wipe all other surfaces (TV's, counters and other holding containers) with a cloth and wet them down with a dilution of QCPV-15 (1 : 128 dilution) dispensed through the Hydro-chem station.
 - 4.6.1.8 Clean sinks with scouring powder and rinse with water to remove residue.
 - 4.6.1.9 Prime the drains by removing the debris within the traps , then press the flusher button for the large square drain
- 4.7 WASHROOM (30D)
- 4.7.1 Restock washrooms of toilet paper, paper towels, soap, etc. daily as required.
 - 4.7.2 Clean toilet and sink weekly with scouring powder before rinsing with water. Perform more frequently if necessary.
 - 4.7.3 Prime the washroom drain weekly by pouring 6 litres of 10% Bleach down it (1 part Bleach to 9 parts water).
- 4.8 CLEANING AND RESTOCKING ROOMS 8, 33, 33A, 33B, 34, 35, 35A, 36, 36A
- 4.8.1 If you use any of the above rooms, you must clean and restock them after each use.
 - 4.8.1.1 Clean all countertops, table surfaces and all equipment used, such as scales, with an approved, supplied disinfectant.
 - 4.8.1.2 Restock rooms of all used supplies.
- 4.9 ADDITIONAL WEEKLY DUTIES
- 4.9.1 Maintain green sheets (at the entrance to holding rooms).
 - 4.9.2 Restock module supplies of masks, gloves, bonnets, safety glasses, paper towels, garbage bags, cleaners, disinfectants, coveralls, straw, alpha chips, monkey chow, fruit, cereals, and toys.
 - 4.9.2.1 Feed must be kept in sealable, water-proof containers (garbage cans) in each holding room.
 - 4.9.3 Take an inventory of the cleaning supplies and place an order as required.
 - 4.9.4 Make sure there is an adequate supply of sick animal reports, orange/purple flags and sheets for the animal health binder.
- 4.10 ADDITIONAL MONTHLY DUTIES
- 4.10.1 Wipe air vents in procedure/treatment, storage and washroom.
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4.10.2 Fax environmental monitoring sheets from each holding room to the Facility Manager Office, and file the original copy in the appropriate binder in the module within Tech room 35A.

5.0 HEALTH & SAFETY

- 5.1 Nonhuman primates (NHP's) present hazards related to naturally occurring zoonotic organisms which may be transmitted to humans. People also transmit zoonotic agents to NHP's. NHP's also present unique hazards due to their intelligence, manual dexterity, strength and speed . Please refer to SOP WV611-02 “ *Safety and Animal Handling Procedures for NonHuman Primates (NHP's) Non Human Primate Module, West Valley Building, UWO*
- 5.2 Direct contact with NHP's requires in depth training on risks and standard operating procedures, participation in a surveillance health program as well as documented proof of training and security clearance monitored by the facility manager. Please refer to SOP WV169 “ *Non Human Primate Approval Policy, West Valley Building, UWO.*
- 5.3 All approved personnel must be enrolled, approved and monitored in the animal handlers medical surveillance program through workplace health, UWO
- 5.4 NHP housing facilities at West Valley , UWO are designed and operated at the standards required by Health Canada and Canadian Food Inspection Agency

6.0 REVISION HISTORY

Revision	Reason(s) for Revision	Initiated by
	Initial SOP	Wilma Lagerwerf

7.0 REFERENCES / ASSOCIATED MATERIALS

- 7.1 *SOP 606-01 Non-Human Primate Approval Policy, Non-Human Primate Module, West Valley Building, University of Western Ontario*
- 7.2 *SOP 601-06 Procedures for Bites, Scratches and Mucous Membrane Exposure by Cynomolgous, Rhesus, or Other Macaque Monkeys, First Aid and NHP Sample to be Collected, Non-Human Primate Module, West Valley Building, University of Western Ontario*

8.0 ATTACHMENTS

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8.1 [Attachment A - Map of the NHPM](#)