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## STANDARD OPERATING PROCEDURE

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**TITLE:** Transfer of Primates from Shipping Containers to Cages, Non-Human Primate Module ( NHPM) West Valley Building, University of Western Ontario

**SOP NO.:** WV 614-01

**REVISION:** 01

**EFF. DATE:** DRAFT

**SUPERSEDES:**

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- 4.1.5 Retrieve shipping crates from TA-7 via TA -8
  - 4.1.6 Transfer to quarantine holding room and secure the room and shark cage doors
  - 4.1.7 Have all escape devices ready as per SOP WV 473 *"Escaped Primate Emergency Procedure, NHPM, West Valley building, UWO"*.
  - 4.2 **Transfer from shipping Crate to Suburban Surgical or LGL home cages**
    - 4.2.1 A minimum of two trained personnel must be present for the transfer process to proceed.
    - 4.2.2 Prior to transfer make sure the holding cage is stable, completely secured with wheels locked and all doors other than the transfer door are closed and locked.
    - 4.2.3 Place all enrichment items, food and water in the holding cage in advance to minimize stress to the animal after transfer.
    - 4.2.4 Place a piece of fruit inside the holding cage in a location where it may be seen by the NHP from the shipping crate once the door has been opened. Ensure fruit is far enough away so that NHP cannot reach it from the shipping crate.
    - 4.2.5 The door of the shipping crate must be lined up precisely with the door in the holding cage.
    - 4.2.6 All sides of the shipping crate must be securely pressed against the holding pen to avoid any gaps that encourage a NHP to attempt escape.
    - 4.2.7 Both personnel must ensure that both the holding cage and shipping crate are firmly held during the transfer process.
    - 4.2.8 Open the door on the lower holding cage.
    - 4.2.9 Remove the drape from the shipping crate.
    - 4.2.10 Open the gate on the shipping crate.
    - 4.2.11 The NHP will in most circumstances rapidly enter the holding pen.
    - 4.2.12 If the NHP does not enter, gently shake or tap the shipping crate to encourage the NHP to relocate.
    - 4.2.13 As soon as the NHP has transferred, one person is responsible for immediately closing and locking the gate on the holding pen while the other removes the shipping crate.
    - 4.2.14 Shipping crates must be autoclaved prior to storage or disposal
  - 4.3 **Transfer from Shipping Crate to Suburban Surgical or LGL home cages**
    - 4.3.1 A minimum of two trained personnel must be present for the transfer process to proceed.
    - 4.3.2 Prior to transfer make sure the holding cage is stable, completely secured with wheels locked and all doors other than the transfer door are closed and locked.
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- 4.3.3 Place all enrichment items, food and water in the holding cage in advance to minimize stress to the animal after transfer.
- 4.3.4 Place a piece of fruit inside the holding cage in a location where it may be seen by the NHP from the shipping crate once the door has been opened. Ensure fruit is far enough away so that NHP cannot reach it from the shipping crate.
- 4.3.5 The door of the shipping crate must be lined up precisely with the door in the holding cage.
- 4.3.6 All sides of the shipping crate must be securely pressed against the holding pen to avoid any gaps that encourage a NHP to attempt escape .Gaps may still occur so will need the third person to hold a straw broom and/ or capture net
- 4.3.7 Personnel must ensure that both the holding cage and shipping crate are firmly held during the transfer process.
- 4.3.8 Open the door to the lower apartment cage.
- 4.3.9 Remove the drape from the shipping crate.
- 4.3.10 Open the gate on the shipping crate.
- 4.3.11 The NHP will in most circumstances rapidly enter the holding pen.
- 4.3.12 If the NHP does not enter, gently shake or tap the shipping crate to encourage the NHP to relocate.
- 4.3.13 As soon as the NHP has transferred, one person is responsible for immediately closing and locking the gate on the holding pen while the other removes the shipping crate.
- 4.3.14 Shipping crates must be autoclaved prior to storage or disposal

### 5.0 HEALTH & SAFETY

- 5.1 Nonhuman primates ( NHP''s) present hazards related to naturally occurring zoonotic organisms which may be transmitted to people. 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.*

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- 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
- 5.5

### 6.0 REVISION HISTORY

Revision	Reason(s) for Revision	Initiated by

### 7.0 REFERENCES / ASSOCIATED MATERIALS

- 7.1

### 8.0 ATTACHMENTS

- 8.1