

Institutional Animal Care & Use Program - UTEP	
Title: Transportation of Animals	
Policy#: 042	Date in Effect: 30 June 2025
Version #: A	Rev Date:
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A. RESPONSIBILITIES

It is the responsibility of all personnel conducting research involving the use of animals at the University of Texas at El Paso (UTEP) to abide by this policy in order to ensure appropriate animal welfare. It is the responsibility of the Institutional Animal Care and Use Committee (IACUC) to review for approval, properly justified requests for an exception to this policy.

B. BACKGROUND

The Guide for the Care and Use of Laboratory Animals (the Guide, NRC 2011) states: "Careful planning for all types of transportation should occur to ensure animal safety and well-being. The process of transportation should provide an appropriate level of animal biosecurity while minimizing zoonotic risks, protecting against environmental extremes, avoiding overcrowding, providing for the animals' physical, physiologic, or behavioral needs and comfort, and protecting the animals and personnel from physical trauma." (p. 107)

To ensure humane animal handling and protect against disease spread, the IACUC and Laboratory Animal Resource Center (LARC) requires that special provisions be met regarding the transportation of animals between UTEP buildings or off-campus locations. Transportation arrangements can be made through LARC.

C. POLICY

Movement of animals from a LARC facility to a laboratory within the same building does not require IACUC approval, but the room to which the animals are transported must be listed in the protocol as a research location.

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Transportation of animals to another institution requires coordination between institutions regarding animal health status and IACUC approval. A health certificate must accompany the animals. For information, contact LARC at larc@utep.edu.

D. PROCEDURE

1. During regular business hours, arrangements can be made with LARC to transport animals free of charge. See [Animal Transport Form](#).
2. When transporting cages outside the housing room, cages must have a filtered lid at all times.
3. Live animals cannot remain outside of approved housing facilities for more than 12 hours unless specifically approved in the IACUC protocol.
4. Cages/secondary containers cannot be stacked during transport. Any exceptions must be approved by the IACUC.
5. Animals must have a water bottle placed for the time they are away from the housing room. Clean water bottles are available within LARC.
6. Water bottles must be removed or inverted during transportation and returned to their original position upon arrival to the destination. For transport between buildings or institutions where transport takes longer than 30 minutes, animals must be provided with hydrogel, which can be obtained from LARC.
7. Rodents should be changed into a clean cage prior to transportation out of the housing room to elsewhere in the vivarium. This reduces allergen exposure and limits disease outbreak potential.
8. Rodents must be changed into a clean cage bottom if being transport out of the vivarium.
9. Rodent cages must have filter tops secured with tape during transport out of the vivarium while not obstructing airflow.
10. The IACUC Housing Recommendations Policy and Management of Fighting and Fight Wounds in Mice Policy must be followed during transportation.
11. The cage must be constructed in a way to avoid injury or escape of the animal and described in the protocol. Contact LARC Veterinary staff for guidance for acceptable containers.

12. Cages must be covered entirely with a drape or placed within an opaque secondary container, when transporting outside the vivarium.

E. VEHICULAR TRANSPORTATION

1. The use of personal vehicles is not allowed, as it can result in allergen and animal pathogen exposure to the occupant and future occupants of the car. Vehicular transport can only be accomplished by LARC personnel in the LARC-approved vehicle.

F. PEDESTRIAN TRANSPORT

1. Cages/secondary containers cannot be stacked during transport. Any exceptions must be approved by the IACUC.
2. Non-opaque containers, drapes, or coverings must be used during transport.
3. Appropriate precautions must be taken during inclement weather. When temperatures fall below 40°F or above 90°F, precautions must be taken.

G. TRANSPORTATION INVOLVING HAZARDOUS ANIMALS

***IMPORTANT: Due to Department of Transportation regulations, biologically hazardous animals cannot be transported in a vehicle**

1. Biologically hazardous rodents must be transported on foot, both within and between buildings. Chemically hazardous rodents may be transported by LARC vehicle or on foot only. LARC will review chemical hazard transport requests on a case-by-case basis to ensure safety of personnel with transport.
2. Rodents exposed to biological hazards must be placed into a clean cage under a Biological Safety Cabinet (BSC), prior to being removed from the containment room.
3. Rodents exposed to chemical hazards must be placed into a clean cage under a Chemical Fume Hood (CFH) or BSC prior to being removed from the containment room.
4. For rodents exposed to a hazard, secure the filter top of the clean cage unit with tape.
 - Place a dissolvable sticker on the filter top appropriate for the type of hazard present.

- Spray the outside of the clean cage with Accelerated hydrogen peroxide (AHP) disinfectant prior to removal from BSC or CFH.
5. The cages to be transported must be placed into a secondary container sealed with tape prior to exiting the containment housing space.
- Plastic bins (e.g., latch top) can be purchased for transportation purposes or mice cages can be placed inside of large rat cages.
 - Secondary containers must be labeled with the type of hazard (e.g., biological or chemical), the PI's name and contact information.
 - Biohazard bins can only be used to transport biologically hazardous rodents within a building.
 - If the secondary container is not opaque, the container must be covered with a disposable drape prior to transport outside of vivarium space. If the drape enters the hazard room, it must be disposable.

Review History	
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