

# IACUC Semiannual Inspection – Lab Self-Assessment Checklist

This checklist is a self-evaluation tool to help your laboratory plan for an IACUC inspection and to remain inspection-ready year round.

## Lab Personnel General Knowledge

	Know where to find the current IACUC approved protocol(s) approved to work on.
	Aware that ACUP policies and guidelines can be found on <a href="#">Bearcat Landing ACUP page</a> , <a href="#">UC Research How 2 website</a> , or the Help Center tab of the <a href="#">IACUC Research Administration Portal (RAP)</a> .
	Aware of <a href="#">ACUP training</a> requirements and enrolled in the Occupational Health and Safety Program.
	Aware of who to contact for reporting animal health problems, adverse events, and <a href="#">reporting animal welfare concerns</a> .
	Aware of procedures to follow in the event of injury or accident, e.g., bites, scratches, needle sticks, exposure to hazards.

## Housing and Procedure Satellite Areas – refer to [Policy 109](#) and [Satellite](#) guidelines

	Animals are transported as described in <a href="#">Policy 108</a> .
	Rooms or benches are organized, clean, and free of clutter. ▲
	Controlled substances securely stored in a double-locked location. Logs are current and complete.
	Benchtops taped with delineating boundaries for animal use. “Animal Procedure” sign posted above area.
	No expired materials in animal use areas and/or expired materials are labelled “EXPIRED”, “NOT FOR USE IN ANIMALS” or “TERMINAL PROCEDURES ONLY”. Items without an expiration date are recommended to be labeled as “NO EXPIRY”. ▲
	Empty cages returned to designated LAMS vivarium cage drop off areas within 24 hours.
	Housing: daily animal health checks are performed and documented.
	Diet storage location labeled with PI Name, diet name, and expiration date

## Surgery and Anesthesia – refer to [Survival Surgery](#) and [Rodent Anesthesia and System](#) guidelines

	Staff trained and knowledgeable on relevant anesthetic procedures, analgesic requirements and in observing post-op animals and surgical documentation requirements. ▲
	Charcoal waste anesthetic gas (WAG) canisters are secured upright and monitored (weighed/dated) before each use. ▲
	Anesthetic vaporizers are calibrated per recommended manufacturer date (typically annual). ▲
	Instruments effectively sterilized. Surgical packs labeled with sterilization date and used within 6 months.

## Health and Safety

	Staff is knowledgeable how to report injury/illness. ▲
	Applicable hazard signs are posted on doors and/or equipment.
	Staff know where the Safety Data Sheets (SDS) and IACUC chemical hazard advisories are located.
	Sharps containers are available and not overfilled. ▲
	Staff is wearing appropriate PPE.
	Gas cylinders are properly secured with belts or chains or in approved cylinder carts.
	Staff knowledgeable of emergency evacuation procedures/plans.
	No food or drink in lab. No food wrappers or containers in lab waste cans.