

**University of Cincinnati
Animal Care and Use Program**

Satellite Animal Use Areas and Diet Storage Locations

Satellite Animal Use and Diet Storage Locations

- All locations must be approved by the IACUC and listed in the protocol.
- All locations must be inspected prior to use and then periodically thereafter according to regulations.

Satellite Animal Use

Both the Animal Welfare Act (9 CFR §2.31 subpart c) and the Public Health Service (PHS) Policy on the Humane Care and Use of Laboratory Animals (IV.B.) require that every organization's Institutional Animal Care and Use Committee (IACUC) must oversee any areas that animals are used in research or teaching using the *Guide for the Care and Use of Laboratory Animals* (the Guide) as a basis for evaluation.

1. Satellite area requirements

- a. Animals should be attended by an approved animal user for that protocol or held in a secured laboratory via physical lock or card-key system.
- b. Sealed benches that can be sanitized should be used.
- c. The area should be kept clean (i.e. free of dirt, blood, bedding, etc.).
- d. Procedure areas should be wiped down with an approved disinfectant before and after animal use.
- e. Specialized caging/equipment should be sanitized between study cohorts. Periodic assessment of the efficacy of the sanitation process may be requested and/or conducted by ACUP to determine whether alteration of the sanitation procedure or practice is needed.
- f. More stringent restrictions are required for survival surgery (see associated guidance).
- g. Compressed gas cylinders, such as CO₂ or oxygen, are to be adequately secured.
- h. A sink with hot and cold running water should be available in the room.
- i. If controlled substances are used in the room, a secured lockable area should be available (e.g. locked cabinet, mounted lock box) according to Drug Enforcement Administration requirements for the schedule(s) of controlled substances being used and stored at the registered location.
- j. Instructional sign listing PI and Protocol number(s), LAMS and lab emergency contact numbers, reporting animal welfare concerns information, personal protective equipment (PPE) requirements, biosafety requirements (if applicable) must be posted in a clearly visible area.
- k. [ACUP Satellite Area Signage \(Rodent\)](#)
- l. [ACUP Satellite Area Signage \(All Other Species\)](#)
- m. Materials, medications, and supplies must be used in accordance with [ACUP Policy 105](#).

- 2. Occupational Health and Safety** - All ACUP trained personnel working with animals on an approved IACUC protocol must be covered under the University's Occupational Health and Safety Program for animal research.

3. **Justification** - Justification must be provided to perform protocol procedures on live animals outside of the vivaria and be based on scientific necessity.
4. **Returning animals**
 - a. Animals must be euthanized or returned to the vivarium within 24 hours for non-USDA species (e.g. mice, rats, ectotherms) and within 12 hours for USDA species (e.g. guinea pigs) unless the area is designated and approved as Satellite Housing by the IACUC.
 - b. Animals must be returned to the vivaria according to LAMS requirements. These requirements may include specialized return rooms, hazardous containment rooms, or other requirements depending on the facility.
 - c. All dirty cages should be returned to LAMS within 24 hours.

Diet Storage

The *Guide for the Care and Use of Laboratory Animals* states that food should be stored in a separate area free from vermin and protected from the risk of contamination from toxic or hazardous substances. The Animal Care and Use Program (ACUP) must know the location where diets are stored outside of vivaria in order to regularly monitor the storage conditions and food expiration.

1. Storage area requirements

- a. Bulk storage of diet refers to diet caches that are not placed on animal cages or temporarily being held in animal rooms to replenish animal cage feeder bins.
- b. The bulk storage space should be clean and free of vermin (e.g., insects, feral rodents).
- c. Diets should be stored in a sealed container, off the floor on pallets, racks, or carts and protected from strong natural or artificial light.
- d. Diets should not be stored near volatile or toxic chemicals or biological agents.
- e. Cold storage walk-in units, conventional refrigerators, and freezers should be temperature sensor alarmed to alert mechanical failure.
- f. Diets are to be labeled with PI name, name of diet, date of manufacture (mill date) and expiration date.

2. Temperature/Humidity - Follow manufacturer recommendations for storage temperature

- a. Natural ingredient diets: open formula (e.g. NIH-07) and closed formula (e.g. LabDiet #5002).
- b. Store at less than 21°C (70°F).
- c. Below 50% relative humidity is recommended.
- d. Purified and chemically defined diets (e.g. AIN-76 or AIN-93).
- e. Less stable than natural-ingredient diets.
- f. Store at 4°C (39°F) or lower.

3. Shelf life

- a. The maximum recommended shelf life for most diets is 6-12 months from the date of manufacture (mill date).
- b. Labs should emphasize the expiration date of a diet by either labeling the expiration date on the diet container or circling the manufacturers posted expiration date.

- c. If diets are removed from the original shipping container, the mill date and expiration date must be visible on each original plastic liner bag. A secondary, puncture-proof container is recommended.
- d. Diets must be discarded upon expiration.
- e. If the diet contains a hazardous agent (e.g., tamoxifen), the storage area should be labeled with signage indicating the hazard per Environmental Health & Safety (EH&S) requirements. Expired diets containing hazardous agents must be handled and disposed of according to EH&S guidelines.

Related Policies and Guidelines

- [Survival Surgery Guidelines](#)
- [Policy 105 – Expired Materials & Non-Pharmaceutical Grade Substances](#)

Related Resources

- [Register a New Satellite form](#)