

Converse University Institutional Animal Care and Use Committee (IACUC) Disaster Plan

Converse is committed to humane and ethical care and treatment of all vertebrate animals used in research according to applied federal, state, and institutional regulations and policies. This policy provides Converse’s Institutional Animal Care and Use Committee (IACUC) and researchers working with animals with a general plan of action in case of an emergency that might impact the animals housed on campus.

All personnel must comply with emergency preparedness plans for the building where they are located. **This policy aims to protect and manage the laboratory animals in the event of an emergency; however, under no circumstances should any employee or student put themselves at risk or personal danger at any time. In case of a life threatening emergency call 911.**

In case of disaster emergency response officials will be notified. These officials are the Institutional Official, Chair of the IACUC, the Consulting Veterinarian, the Facility Manager and the Principle Investigators. Below is a table with phone numbers and e-mails for essential personnel. Contact information for PIs is listed on the respective animal facilities.

Location	Essential Personnel	phone	e-mail address
All	Dr. Will Case Institutional Official	864-596-9134	will.case@converse.edu
All	Dr. Rich Keen IACUC Chair	864-596-9315	Richard.Keen@converse.edu
All	Dr. Kevin Elliott Consulting Veterinarian	864-354-5785	kelliott5124@charter.net
Kuhn Animal Lab	Dr. Rich Keen Facility Manager	864-596-9315	Richard.Keen@converse.edu
Phifer Animal Room Second Floor	Dr. Mark Bohler Facility Manager	864-596-9209	mark.bohler@converse.edu

Emergency response officials will identify course of action based on the nature of the disaster. Animals identified as critical or irreplaceable will be given priority for care. All emergency response officials have authority to make decisions for the animals located in the facilities they are designated for. Converse does not have a back-up facility prepared to evacuate all animals in the event of an emergency. However, in case of an emergency, animals housed in Phifer Science Hall Laboratories can be relocated to the animal lab in Kuhn Hall. Similarly in case of an emergency in Kuhn Hall, animals located in this facility can be relocated to the animal

facility on the second floor of Phifer Science Hall. The decision to evacuate animals will be made in consultation with the Consulting Veterinarian, IACUC chair and Institutional Official. Evacuation of animals may be requested when the animal facility is not suitable to house the animals as a result of severe damage or pre-evacuation in the event of a foreseeable disaster. If there is foreseeable threat to human health or safety do not evacuate the animals. Never place a student, personnel or yourself in danger to remove animals from the building. Since many animals may not be able to be evacuated, researchers should decide, ahead of time, which are the most critical to save. PI should be prepared to communicate priority to the emergency response personnel in the case of an emergency. Animals requiring biohazard housing may not be removed from the animal facility. NOTE: Any animal cage evacuated from the animal facility should have cage card information taped onto the cage and/or cage card information written directly onto the cage with permanent marker as soon as possible. When relocation is not possible, the animals will be euthanized by the Principal Investigator. In case of an emergency if you are working with animals near the cages and time permits, put the animal(s) back in their cage(s). If you are in the middle of surgery, euthanize the animal if there is time. A faculty or staff member shall confirm that the emergency is legitimate prior to euthanizing the animal.

In case of HVAC or electrical failures, contact Dr. Rich Keen, IACUC Chair. The Chair will call Senior Director of Facilities in order to handle HVAC or electrical failures. If the animal room environment cannot be maintained within Guide parameters, the animals may need to be relocated. If relocation is not possible, the animals will be euthanized by the Principal Investigator.

Overheating:

1. Move animals to rooms that are not over heating or to the hallway if it is cooler.
2. If the whole building is overheating, consider relocation.
3. If animal rooms cannot be cooled and relocation is not possible and the animals are in distress the PI will euthanize the animals.

Loss of Heat:

1. Move animals to rooms that have heat or to the hallways if it is warmer.
2. Use auxiliary heaters in animal rooms that have no heat.
3. If animal rooms cannot be warmed, we cannot find a warm place within the animal facility, consider relocation.
4. If animal rooms cannot be warmed, relocation is not possible and the animals are in distress the PI will euthanize the animals.

The animal facility will store enough food and water to provide proper care for animals in the event of a disaster. Additional supplies recommended include drinking water, flashlight and extra batteries, utility knife, sanitation needs (such as tissue paper, bleach, plastic bags, plastic bucket), duct tape, and personal first aid kit. A full list of locations where animals are housed and current contact information for all key personnel will be maintained by Campus Safety.

All personnel are required to complete training for action in the event of a disaster. The Disaster Plan is approved by Converse. The IO, IACUC, the consulting veterinarian and campus safety have copies of the Disaster Plan.

Federal regulations have set forth the requirement for each institution to develop a Disaster Planning and Emergency Preparedness Plan. These regulatory requirements can be found in the Eighth Edition of the [Guide for the Care and Use of Laboratory Animals \(Guide\)](#) and [the Animal Welfare Act \(9CFR\)](#).