



## Mandatory introduction program for all users having laboratory animals in building 1182

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The laboratories and related facilities in building 1182 are neither designed nor approved for conventional housing of laboratory animals.

However, The Animal Experiment Inspectorate has granted permission to housing of laboratory animals in designated laboratories during studies of maximum 26 weeks duration and for maximum of 6 days in the class 2 laboratory.

To comply with requirements for housing and husbandry of laboratory animals under these conditions, the DANDRITE Steering Group Committee and the Animal Facility Management have agreed upon a set of basic rules incorporated in the following mandatory introduction program. All users of animals in building 1182 have to comply with the following mandatory introduction program and regulations, which must be approved and signed by the group leader and the responsible animal technician on a yearly basis.

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1. Use of laboratory animals in experiments
    - a. introduction to the Animal Facility basic user information guide
  2. Ordering of animals from external collaborators or vendors
    - a. must only be performed by the responsible animal technician
  3. Housing and management of animals in designated laboratories
    - a. how to transport animals between buildings and laboratories
    - b. animal cage requirements, e.g., bedding, food, water, cage card etc.
    - c. doors to animal rooms must be kept closed at all times
  4. Housing and management of animals in the class 2 laboratory
    - a. procedures for entering and leaving the room
    - b. procedures for handling animals during experiments and surgery
    - c. how to transport animals in and out of the class 2 laboratory
  5. How to manage and keep animal cage cards updated
    - a. License number (and license holder)
    - b. Start date / End date
    - c. User contact information
    - d. Fasting procedures, i.e., how to manage water and food deprivation
  6. How and when to contact the animal technician for help or guidance
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Date: \_\_\_\_\_

Name (capital letters) and signature of user: \_\_\_\_\_

Animal technician: \_\_\_\_\_ Group leader: \_\_\_\_\_