Purpose: The Laboratory Animal Program manages the vivaria located in both Life Science II and Life Science III. In order to better control the spread of infectious disease and the overall safety of people, the animals and the facility, access is limited to those who have pre-authorization. This policy establishes security guidelines for the vivaria.

Policy:

- Unauthorized entry poses a security threat, may alter experimental outcomes, can jeopardize animal health and can unnecessarily expose personnel to infectious, chemical, and/or allergic hazards. Access is limited to authorized personnel in the following categories:
  - Individuals identified on an approved animal use protocol as participating in animal research or teaching procedures
  - Laboratory Animal Program personnel
  - Individuals participating in tours or inspections approved by either the Institutional Animal Care and Use Committee (IACUC) or the Director of the Laboratory Animal Program
  - Authorized SIUC personnel (i.e. Facilities and Energy Management, Center for Environmental Health and Safety, Department of Public Safety). The LAP office should be notified in advance in the case of non-emergency visits.

- Any individuals not identified on an approved protocol or not an employee of the Laboratory Animal Program, regardless if they are being accompanied by an individual on an approved protocol, will require approval by management of the Laboratory Animal Program prior to entering the animal housing facilities. Anyone not listed on an approved protocol must be accompanied by research staff or vivarium staff at ALL times and be approved by the Vivarium Director or the Coordinator of Laboratory Animal Care. Because of the concern for human and animal health, children and pets are not allowed in the vivaria.

Upon IACUC approval of personnel, contact the LAP office to request access to the vivarium. Facility orientation will be scheduled for new investigators and their approved research staff as needed.
• **Vivarium Keys and Fob Access**
  o Keys are assigned on a limited basis, so the sharing of keys within a lab may be necessary. However, sharing of fob access is not permitted.
  o Fob access is assigned to each authorized person requesting vivarium access by adding access to an existing fob. For those personnel not already in possession of a fob, one may be assigned by the LAP.
  o Lost or stolen keys and fobs must be immediately reported to the LAP office for appropriate security action to be taken.
  o Request forms for keys and fob access are available on the IACUC website and should be submitted via email to lap@siu.edu.

• **Vivarium Dress Code**
  o Shoes must completely enclose the feet, no sandals permitted.
  o A CLEAN labcoat must be worn over street clothes. Please observe the highest standard of hygiene with labcoats.
  o Dedicated shoes, clothing, and labcoats are worn by care staff.

• **Sticky Mat Guidance**
  o At any entry door with a blue sticky mat, please assure that all cart wheels roll over the mat.
  o When walking over the blue sticky mat, please make multiple steps on the mat to remove as much debris as possible from shoe soles.

Failure to follow this policy could result in suspension of access to the animal housing facilities.