

Western Illinois University IACUC Emergency Response Plan

Introduction

Disasters affecting animal facilities may be of three general types: natural events (related to weather or geology), technical emergencies (such as mechanical failures or chemical spills), and civil emergencies (terrorism or vandalism). Disasters may result in an inability to maintain normal conditions in the animal facility and/or an inability of personnel to reach the animal facility, thus potentially threatening the health and welfare of animals. The following plan outlines steps to follow in the event of a disaster, with emphasis on the health and safety of Animal Care workers as well as the animals under their care.

Emergency Event Preparation (i.e. tornado, winter storm)

- During normal working hours the Laboratory Animal Facility Supervisor notifies the Compliance Specialist of potential/impending emergency situation.
- During non-business hours the Laboratory Animal Facility Supervisor initiates phone tree notification of all emergency response animal care personnel of potential/impending emergency situation.
- Laboratory Animal Facility Supervisor evaluates feed and bedding supplies. Arrange to have at least a one-week supply on hand. Animal Caretaker is notified of the potential emergency by the Laboratory Animal Facility.
- Laboratory Animal Facility Supervisor checks flashlights and battery supplies.
- Laboratory Animal Facility Supervisor notifies OPS of the activation of the Emergency Plan.

Tornado:

- Animals will remain in their home units in the lab unless the tornado leads to other circumstances such as power outage or severe water leaks. In these cases, refer to the appropriate sections in the Emergency Response Plan.

Electrical Outage:

- In an electrical outage, lab animal conditions will remain stable for 72 hours, after which backup generators will be activated.
- If electrical outage affects only Waggoner Hall, animals may be relocated to Currens Hall 106.

Flood or Severe Water Leak:

- Personnel safety must be assured before taking action to relocate animals.
- In the event of a flood or severe leak, drains should keep water level low. If power is lost, animals will be relocated to biology department storage rooms on the second floor of Waggoner Hall. The Laboratory Animal Facility Supervisor will oversee and facilitate animal transfer.
- Laboratory Animal Facility Supervisor will contact Facilities Maintenance to control leak and/or help minimize risk of electrical shock or burn hazards from standing water.
- Facilities Maintenance will direct and oversee water removal.

Biological Hazard or Dangerous Chemical Spill:

1. Notify everyone in the room of the spill.
2. Stop the spill, if it can be contained without further personnel contamination.

3. All spills must be reported to Laboratory Animal Facility Supervisor and OPS immediately.
4. Leave and lock the room. Do not wander as you may spread contaminant.
5. Do not attempt to perform cleanup unless you are trained in cleanup of that specific agent or material.
6. OPS will contact appropriate cleanup personnel.
7. If eye exposure has occurred, flush eyes with clean water for 15 minutes. If skin exposure has occurred, flush contaminated skin with appropriate skin disinfectant.
8. If necessary, animals will be relocated to Currens Hall 106.

Winter Storm with Electrical Outage:

- Laboratory Animal Facility Supervisor will meet with their personnel and review the department's inclement weather policy. The emphasis is always on employee safety.
- Laboratory Animal Facility Supervisor will inventory feed and bedding stores to assure adequate supplies for a 3-4 day period. Roads are rarely impassable for more than that period.
- If the road conditions are worsening during the day while everyone is at work, every effort will be made to allow employees to leave early before road conditions become dangerous.
- If a storm moves in overnight and students or researchers who normally care for animals are unable to safely get to campus, they must contact the Laboratory Animal Facility Supervisor directly regarding their situation. If conditions improve during the day, students or researchers should make every effort to come to campus.
- Lab conditions will remain stable without major temperature loss for 72 hours.

- Animal Caretaker will feed animals every 24 hours. Nutritional deficiency is not a risk until the animals have gone more than 48-72 without being fed. Exceptions which may need to be fed more often include animals that are on research-specific restricted diets.

Loss of Potable Water (Water Outage or Boil Order):

- If Waggoner Hall is the only campus building affected by loss of potable water, animals may be relocated to Currens Hall 106 or clean water brought in from an outside source.
- If the water is projected to be off for an extended (more than 3 days) time, Laboratory Animal Facility Supervisor will contact Culligan to have potable water delivered by tanker truck to animal facilities.
- Contaminated water can be used for cage washing, since the final rinses for all washers provide 180° F.

Fire:

- When fire alarm sounds, secure work if possible and **EVACUATE**.
- Call 911.
- If the evacuation is in Waggoner Hall, meet outside in the faculty parking lot between Waggoner Hall and Western Hall.
- The fire department or electricians will inform you when it is safe to re-enter the building.
- Laboratory Animal Facility Supervisor will decide if the evacuation of animals is necessary. This will only be done when the personal safety of the student lab workers and researchers can be assured.

- If experimental procedures on anesthetized animals are underway at the time that the fire alarm sounds, the animal must be euthanized before evacuation. Animals must be euthanized, if when they awaken unattended they will experience pain, distress or dysfunction (i.e., animals undergoing surgery).

Security Breach/Vandalism:

- If animals were released, contain them by closing doors or caging them in the area in which they were found.
- If you feel as though your personal safety or the safety of animals are at risk, leave immediately and contact OPS at 309-298-1949.
- The area in which the incident occurred is a potential crime scene. Wait for OPS to arrive and cooperate or assist as necessary.
- Contact Laboratory Animal Facility Supervisor and Consulting Veterinarian to verify health and safety of the animals.
- Laboratory Animal Facility Supervisor will coordinate any cleanup that needs to be done in the affected areas.
- Laboratory Animal Facility Supervisor and Compliance Specialist will coordinate a report of the incident.
- Meeting of IACUC Board will be scheduled to discuss the incident and measures to minimize a reoccurrence.

Emergency Procedure Phone Tree

- A. Laboratory Animal Facility Supervisor (Butch Smith, 309-298-1344)
- B. Office of Public Safety (OPS; 309-298-1949 or 911 in an emergency)
- C. Researcher (if involving his/her animals)
- D. Consulting Veterinarian (Jamie McClure, D.V.M., 309-833-2365)
- E. Chair IACUC (Dr. Sandra McFadden, 309-298-3423)
- F. Chair Department of Psychology (Dr. Karen Sears, 309-298-1593)
- G. Chair Department of Biology (Dr. Charles Lydeard, 309-298-2270)
- H. Chair Department of Physics (In case the animals need to be moved to Currens, then call the Physics Chair: Mark Boley, 309-298-1596)
- I. Dean of the College of Arts and Sciences (Susan Martinelli-Fernandez, 309-298-1828)
- J. Facilities Maintenance (Main Switchboard, 309-298-1834)