Safe Work Practice

How to Use Animal Safe Work Practices

1.0 Introduction

Alberta Health and Safety Code require that all work activities are supported by a hazard assessment and standard operating procedures (SOP). At the University of Alberta (U of A) work activities falling under the code include research, teaching and testing projects.

Under the U of A Animal Ethics Policy, Principal Investigators (PIs) must include copies of all SOPs associated with their animal project when they submit an Animal Use Protocol (AUP) for review and approval to the applicable Animal Use Committee.

To help PIs meet the SOP requirement for the AUP applications, Environment, Health and Safety (EHS) has assembled a set of Safety Work Practices (SWPs). These practices indicate the minimum health and safety infrastructure and operational practices for working with animals and various hazardous materials or activities. Principal investigators are to review all SWPs pertinent to their proposed project with their personnel when developing the hazard assessment for their project, and incorporate the health and safety guidance into the SOPs for their AUP application.

2.0 Instruction

The Animal Research, Teaching and Testing Projects Safe Work Practice (EHS-SWP-101) is the base document that all U of A groups conducting projects involving animals must review and follow. It provides guidance on how to conduct a hazard assessment for the project and incorporate the minimum health and safety requirements into support SOPs for an AUP application.

At the end of the Animal Teaching and Testing Projects SWP is a chart listing the topic specific Safe Work Practices available. Principal investigators are to review the chart and ensure that all applicable SWPs are read and adapted into their project’s SOPs.

Copies of the completed hazard assessment and SOPs must be attached to the investigator’s AUP application through the Research Ethics Management On-line (REMO) system. Projects with no hazard assessment or SOPs attached are considered incomplete and will not be reviewed by the applicable Animal Use Committee.
3.0 Examples

The more hazardous materials utilized and activities conducted in an animal project, the larger the number of SWPs to be read and adapted.

1. A group breeding animals for transfer to collaborators and other institutions may only have to consult this How-to-Use SWP and the following SWPs:
   - Animal Research, Teaching and Testing Projects (EHS-SWP-101), and,
   - Allergen Protection in Animal Projects (EHS-SWP-110).
2. Another group conducting a research project involving the intraperitoneal inoculation of animals with a Risk Group 2 agent such as *Salmonella typhimurium* would have to consult, at a minimum, this How-to-Use SWP and the following SWPs:

- Animal Research, Teaching and Testing Projects (EHS-SWP-101),
- Allergen Protection in Animal Projects (EHS-SWP-110),
- Needle Safety in Animal Projects (EHS-SWP-120),
- Animal Projects with Biological Materials (EHS-SWP-130), and,
3. A group conducting a diabetes research project involving injection of streptozotocin and subsequent xenotransplantation of human tissues would have to consult at a minimum, this How-to-Use SWP and the following SWPs:

- Animal Research, Teaching and Testing Projects (EHS-SWP-101),
- Allergen Protection in Animal Projects (EHS-SWP-110),
- Needle Safety in Animal Projects (EHS-SWP-120),
- Animal Projects with Biological Materials (EHS-SWP-130),
- Animal Projects with Risk Group 2 Cells (EHS-SWP-132),
- Animal Projects with Chemicals (EHS-SWP-140), and,
- Animal Projects with Highly Toxic Substances (EHS-SWP-142).
4.0 Applicable Legislation and Regulations

3. Occupational Health and Safety Regulations, Government of Alberta

5.0 Related Resources

2. Safe Work Practice: Allergen Protection in Animal Projects (EHS-SWP-110), Environment, Health & Safety, University of Alberta
3. Safe Work Practice: Needle Safety in Animal Projects (EHS-SWP-120), Environment, Health & Safety, University of Alberta
4. Safe Work Practice: Animal Projects with Biological Materials (EHS-SWP-130), Environment, Health & Safety, University of Alberta
5. Safe Work Practice: Animal Projects with Viable Pathogens (EHS-SWP-131), Environment, Health & Safety, University of Alberta
7. Safe Work Practice: Animal Projects with Toxins and Venoms (EHS-SWP-133), Environment, Health & Safety, University of Alberta
8. Safe Work Practice: Animal Projects with Genetic Vectors (EHS-SWP-134), Environment, Health & Safety, University of Alberta
9. Safe Work Practice: Animal Projects with Chemicals (EHS-SWP-140), Environment, Health & Safety, University of Alberta
10. Safe Work Practice: Animal Projects with Flammable Substances (EHS-SWP-141), Environment, Health & Safety, University of Alberta
11. Safe Work Practice: Animal Projects with Highly Toxic Substances (EHS-SWP-142), Environment, Health & Safety, University of Alberta
12. Safe Work Practice: Animal Projects with Gases Under Pressure (EHS-SWP-143), Environment, Health & Safety, University of Alberta
16. Safe Work Practice: Animal Projects that Include Use of Designated Equipment (EHS-SWP-170), Environment, Health & Safety, University of Alberta
18. Safe Work Practice: Projects with Animals Non-Indigenous to Alberta (EHS-SWP-180), Environment, Health & Safety, University of Alberta

19. Safe Work Practice: Handling Animals Infected with a Zoonotic Pathogen (suspected or confirmed) in the Field (EHS-SWP-190), Environment, Health & Safety, University of Alberta

6.0 Document Management

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