

**UNIVERSITY OF CALIFORNIA SAN DIEGO  
INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE**

**Policy for Opening a New/Renovated/Reactivated Animal Facility**

Purpose: To ensure that any new facility is constructed in such a way and contains appropriate equipment to satisfy regulatory requirements for animal research facilities; and to ensure that the campus offices and committees (i.e. ACP, AWP, IACUC) that are responsible for these facilities are informed and consulted in a timely and appropriate manner.

Distribution of Policy: Appropriate Vice Chancellors, Deans and Department Chairs; Directors, Organized Research Units; Capital Planning Committees; Academic Senate, Resource Management

1. It is the responsibility of the Department or Organized Research Unit to advise the Animal Welfare Program Director and Campus Veterinarian of plans to:
  - Build a new facility
  - Open a facility not previously approved as an animal housing facility at UCSD
  - Reopen a previously closed animal facility
  - House animals in any facility on or off campus for use by UCSD facultyand address all issues including:
  - Assessment of animal research needs (species, numbers, treatment facilities, etc.)
  - Identify options such as facilities currently available
  - Define support services needed and available
  - Security
  - Determine oversight of operation of facility (centralized management vs. de-centralized)
2. Upon completion of construction of new facility (or reactivation or renovation of old facility) the following must be completed:
  - Physical inspection by ACP personnel as designated by the IACUC, to determine if all aspects of the facility meet federal, state and local standards for animal facilities (i.e., air exchanges, impervious surfaces, scrub areas, potable water, cage washer, temperature variations, security systems, etc.)
  - Equipment such as caging, transport carts, etc. should be checked and be appropriate for the species to be housed.
  - Re-inspections need to take place until all aspects of the animal facility meet standards. This requires monitoring of "punch list" items until all deficiencies are corrected.
3. When the Animal Facility is ready for occupancy, the following certifications must occur prior to the first animals arriving:
  - IACUC and AWP Compliance Officers are notified.
  - A minimum of two members of the IACUC, with Compliance Officers, inspect and approve the facility.
  - Animal Welfare Program Director advises NIH, USDA and AAALAC of newly approved animal housing facility.