

## Policy on Transportation of Newborns from NCI-Frederick to Bethesda

This policy has been developed to ensure the well-being of newborn mice during transport and to restrict the period of time from which the newborns are separated from their mothers. When a NCI investigator requests permission to ship newborn mice (without their mother) from the NCI-Frederick to the Bethesda campus, the procedures indicated below must be followed. These procedures must be described under Section L "Transportation" of the Animal Study Proposal and the Facility Manager must coordinate and retain proper documentation regarding the transport in accordance with this policy.

- The investigator must provide the Bethesda NCI-ACUC approved animal study proposal number for which they are permitted to accept and euthanize newborn mice in their laboratory;
- Pups are transferred just before departure (NO MORE than 15 minutes) into an acceptable transport device that has adequate bedding to provide insulation and an adequate surface area to ensure that the pups are not stacked or shaken excessively;
- Pups are hand transported by a specific, designated courier (DO NOT use the regular courier system since they do not guarantee a delivery time);
- Pups are transported in an environmentally controlled vehicle;
- Pups are delivered to the recipient laboratory within one hour (with the understanding that traffic could produce delays of up to one hour);
- Pups are delivered DIRECTLY to a contact person in the recipient laboratory;
- Pups are sacrificed within one hour of arrival; and
- Paperwork is generated to demonstrate the time sequence. A courier pick-up and delivery sheet is adequate provided it is completed for time and date.

*Please contact the ACUC Coordinator at 301-846-7544 if there are any questions or concerns regarding this policy*