

SOP: **EQ-04**

Title: **Operation & Maintenance of the NuAire Labgard
Class I Animal Bedding Disposal Cabinet**

SOP Last Revision Date:
12MAY09

PURPOSE

Proper usage and maintenance provides personnel protection for minimizing the risk of exposure to allergens and animal infections. The purpose of this Standard Operating Procedure (SOP) is to describe the procedures for the operation & maintenance of the NuAire Labgard Model NU-607-400 Class I Animal Bedding Disposal Cabinet. This SOP applies to all above cabinets located in the Laboratory Animal Research Core's Animals Facilities on the campus of the University of Missouri-Kansas City.

POLICY

It is LARC policy to meet or exceed all federal, state, and local regulations and guidelines and to comply with all institutional policies and procedures as they apply to the use of animals in research. Personnel must attend any applicable training in animal care and use, occupational health and safety, equipment operation, and Standard Operating Procedures prior to performing activities outlined in this SOP or work under the direct supervision of a trained LARC staff member.

REFERENCES

- A. Laboratory Animal Research Core Personnel
- B. NuAire Operation and Maintenance Manual – Labgard Class I, Animal Bedding Disposal Cabinet. Model:NU-607-400

PROCEDURES

Turning ON & Using Cabinet

- A. Turn on cabinet blower and lights.
- B. Check the rear exhaust grill of the cabinet to make sure it is unobstructed and cabinet is not flush against the wall.
- C. Allow blowers to operate for 2 to 3 minutes before proceeding.
- D. Line a 33 gallon plastic barrel with a trash liner and place under the "O" ring funnel in the middle of the cabinet.
- E. Following the completion of cage dumping, allow the hood to run for a 2-3 minute period without activity, to allow for purging of the unit.

Turning OFF Cabinet

- A. Interior and exterior work surfaces are to be cleaned at the end of each work day with a detergent/disinfectant solution. **Do Not Use Any Chlorinated or Halogenated Materials In The Cabinet.**
- B. Turn off blowers and lights.

General Maintenance

- A. Cleaned and disinfected daily.
- B. Sanitation once monthly (unplug unit before sanitizing and do NOT plug back in until dry).
- C. If the red LED light is emitted and continues to stay on, discontinue use of the cabinet until serviced by a qualified technician.
- D. Pre-filters need to be replaced when they no longer contain odors.
- E. Airflow calibration of the cabinet involves adjusting the airflow within the cabinet and is only to be done by a qualified technician.
- F. The cabinet is to be completely sanitized once weekly