

Standard operasjonsprosedyre: Working in the Barrier

SOP nr: 5-04

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## WORKING IN THE BARRIER

### 1.0 PURPOSE

- 1.1 To prevent infectious agents entering the Barrier.
- 1.2 To prevent infectious agents spreading between the rooms in the Barrier.
- 1.3 In particular, to prevent infectious agents spreading to DU-036 from other areas in the Barrier.
- 1.4 To safeguard and maintain SOPF (Specific Opportunist and Pathogen Free) status in DU-036 as far as possible.

### 2.0 DIVISION OF RESPONSIBILITY

- 2.1 Everyone who works in the Barrier must comply with the current rules and SOPs for hygiene.
- 2.2 KPM is responsible for making sure that all those with access to animal housing rooms and laboratories are given sufficient training in the Department's routine procedures.
- 2.3 Users at the Department sign a declaration stating that they have undergone training in the Department's procedures and undertake to follow these.
- 2.4 KPM is responsible for keeping the routine procedures and SOPs up to date.

### 3.0 PROCEDURE

- 3.1 For clothing and personal hygiene, see the SOP dedicated to this subject.
- 3.2 The Department's Barrier unit is divided into different rooms and zones: DU-036: animal housing room, preferably with SOPF status, DU-038: office/eating area (connected to DU-036), DU-037: anteroom for storing equipment, the autoclave and gas sterilization unit and also including a toilet, DU-041: animal housing room for NTS (Norwegian Transgenic Center) of minimum SPF (Specific Pathogen Free) status and lab DU-039 (connected to DU-041). These areas are cleaned every Friday by KPM staff.
- 3.3 After changing clothing, go first to DU-036 and finish your work there before entering DU-041. Under no circumstances is it permitted to leave DU-041 or DU-039 and enter DU-036. The only exception to this rule is in an emergency which threatens life and health.
- 3.4 To prevent the spread of infection from the different racks, each rack must be handled as a separate entity. This rule also applies when it comes to technical tasks such as carrying out biopsies.



- 3.5 Exercise care when using gloves: do not touch glasses, scratch your face or handle your telephone etc. with the same gloves as you use to handle animals and equipment. It is better to change gloves once too many, rather than once too few, times.
- 3.6 Change shoes before entering DU-036 and put on fresh gloves.
- 3.7 The LAF bench must be disinfected with Prochlor at the end of the working day.
- 3.8 Change shoes and discard used gloves when leaving DU-036. Put on fresh gloves. If you need to keep the inner purple-coloured gloves on, put on a new pair of blue gloves.
- 3.9 The office/eating area and the anteroom (including the toilet) may be used while you are working in DU-036. In order to prevent infection between animals and humans, it is forbidden to take cage cards into the office.
- 3.10 Gloves must be used when working on the PC in DU-038.
- 3.11 A protective gown must be used when eating lunch in DU-038. Food should only be consumed when sitting at the dining table. Wash your hands thoroughly after lunch.
- 3.12 The lab DU-039, anteroom and toilet may be used while working in DU-041. You can fetch print-outs from the office/eating area but you must not stay in the room.
- 3.13 The LAF bench must be disinfected with Prochlor when you have finished the day's work.
- 3.14 Discard used gloves when you leave DU-041 and put on fresh gloves. If you need to keep the inner purple-coloured gloves on, put on a new pair of blue gloves.
- 3.15 Soiled equipment must be placed outside the autoclave and will be dispatched via the autoclave - this must be coordinated with the washery.
- 3.16 Garbage must be placed on the floor in the gas sterilization unit until it is disposed of via the MDU (Minimal Disease Unit) corridor.
- 3.17 The gas sterilization unit and shelf must complete a whole cycle before animals are brought into the Barrier. The shelf must never be taken into the Barrier if the door has been opened from the MDU side.
- 3.18 Clean equipment that has been in DU-041 must never be taken back into the anteroom.

#### 4.0 HEALTH, SAFETY AND ENVIRONMENT (HSE)

- 4.1 Everyone in the Barrier must have had documented training in fire protection and evacuation procedures.
- 4.2 Everyone must have undergone sufficient training in order to ensure that they have the proper clothing and know how to use equipment correctly.
- 4.3 Everyone must have undergone sufficient training in order to ensure the proper handling of the animals.
- 4.4 Work must be carried out on a ventilated bench or LAF bench in order to minimise exposure to allergens and infectious agents and to limit the spread of such agents to the surroundings.
- 4.5 All those handling chemicals must have undergone sufficient training and have access to the proper protective equipment in order to ensure that the chemicals are used safely.
- 4.6 Everyone must be familiar with the Eco Archive and the safety data sheets for the chemicals to which they may be exposed.

## 5.0 EQUIPMENT AND MAINTENANCE

- 5.1 Equipment must be used according to the principle “first in - first out”. Use cages and bottles showing the oldest date first.
- 5.2 The premises must be cleaned in compliance with current procedures.
- 5.3 Trolleys must be sent to the washery to be cleaned on a regular basis and the wheel fixtures should be sprayed with silicone spray as and when needed.

## 6.0 HISTORY AND EDITING

- 6.1 Written 01.09.20 by Erle Linnea Fevåg
- 6.2 19.11.2020, Frøydis Kilmer
- 6.3 29.03.2023, Erle Linnea Fevåg

## 7.0 REFERENCES

- 7.1