UiO : Universitetet i Oslo
Institutt for medisinske basalfag, Seksjon for komparativ medisin

Standard operasjonsprosedyre: The cleaning of animal housing rooms
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THE CLEANING OF ANIMAL HOUSING ROOMS

1.0 PURPOSE

1.1 To ensure a good standard of cleanliness in housing rooms in order to maintain the desired health status of animals and a good working environment.

2.0 DISTRIBUTION OF RESPONSIBILITY

2.1 The company Trygg Renhold is responsible for cleaning the floors once a week and for emptying refuse.
2.2 KPM is responsible for the daily and weekly cleaning of housing rooms/units.
2.3 A thorough annual cleaning is carried out by Trygg Renhold. This should be ordered by the Head of KPM/Operations Coordinator.

3.0 PROCEDURE

Daily cleaning of housing rooms/units:

3.1 Personal protection equipment (PPE): safety glasses and chemical resistant gloves such as Kimtech Purple Nitrile Xtra. A lab coat and full face mask with appropriate filter can also be used. When cleaning, double gloves should be used: chemical resistant inner gloves and thinner outer gloves. The outer pair of gloves should be changed frequently and discarded before touching door handles, door-opening cords etc.
3.2 LAF-benches/changing stations must be cleaned with soapy water and disinfected with Prochlor at the end of the working day. If Virkon is used, the LAF-bench/changing station must be disinfected at the start of the working day. Virkon must be left to work for 10 minutes and then rinsed off. Ventilation must always be set on full power. The disinfectant must be poured onto paper in order to avoid generating aerosols.
3.3 LAF-benches/changing stations must be cleaned with soapy water and disinfected with 70% ethanol after changing cages and between inspections of animals on racks with their own sentinels. In the MDU unit, between racks in housing rooms where no pathogens are shown to exist, animals can be handled using the same gloves when taking biopsies and carrying out other requests. In the Barrier and in DU-044, gloves must be changed and the LAF-bench must be cleaned and disinfected between the handling of cages from different racks, even when carrying out requests.

3.4 Used equipment that is to remain in the room, such as biopsy forceps and tweezers, must be cleaned with soapy water and disinfected with 70% ethanol. (Biopsy forceps must be lubricated after disinfection).
3.5 The floor must be swept at the end of the working day. Waste should be discarded when necessary.
3.6 Pens, notebooks etc. must be disinfected with 70 % ethanol and put away.
3.7 Dirty cages, bottles and other soiled equipment must be placed on the dirty side of the laundry at the end of the day.

Supplementary cleaning of housing rooms/units containing pathogens:

3.8 Gloves must be changed and LAF-benches cleaned and disinfected between handling cages from different racks, even when carrying out requests.
3.9 The handling of racks with proven pathogens that necessitate a phased elimination (see SOP 13-02 information dissemination and actions to be taken on receiving health monitoring results on our homepage) must first be handled after all the other racks in the room.
3.10 Door handles, door-opening cords etc. must be disinfected daily with 70% ethanol.
3.11 Gloves must be discarded and new gloves put on when leaving the room.

Weekly cleaning of housing rooms:

3.12 Personal protection equipment (PPE): safety glasses and chemical resistant gloves such as Kimtech Purple Nitrile Xtra. A lab coat and full face mask with appropriate filter can also be used. When cleaning, double gloves should be used: chemical resistant inner gloves and thinner outer gloves. The outer pair of gloves should be changed frequently and discarded before touching door handles, door-opening cords etc.
3.13 Washing down LAF-benches: the top, bottom, sides, edges, back panels and the display must be thoroughly cleaned with soapy water and dried with paper. The surface must then be disinfected with 70% ethanol. The wall behind the LAF-bench must be cleaned with soapy water and then disinfected with 70% ethanol. The filter under the LAF-bench must be vacuum cleaned. If cloths are used, soiled ones must be placed on the dirty side of the laundry.
3.14 Washing down changing stations: the panels must be removed and the changing station vacuum cleaned. The top, bottom, sides, edges, back panels and the display must be thoroughly cleaned with soapy water and dried with paper. The surface must then be disinfected with 70% ethanol.
3.15 The collection tray (not present in scanclimes) and the filter in the ventilation unit must be vacuum cleaned. The filter is then replaced with the same side facing downwards.
3.16 PC tables, keyboards, mouses, spray bottles, ventilation unit displays, door handles, door opening cords and other surfaces must be cleaned with soapy water and disinfected with 70% ethanol. Be careful when using water on electronics- use a fairly dry cloth/paper.
3.17 Pens, notebooks and pen holders etc. must be disinfected with 70% ethanol.

3.18 The HEPA filter in the vacuum cleaner will gradually become clogged with fine dust particles and will therefore be less effective. The vacuum cleaners must be emptied and cleaned when necessary. All parts should be dismantled and rinsed with water until all the dust has been removed. The holder and filter must be completely dry before reassembling the parts.

3.19 Sign your name once the weekly cleaning is completed.

Supplementary weekly cleaning of housing rooms/units containing pathogens:

3.20 Personal protection equipment (PPE): safety glasses and chemical resistant gloves, full face mask with appropriate filter, lab coat.

3.21 In rooms with proven pathogens, the floor must be disinfected with Virkon at the end of the working day on Thursdays. Use a lab coat and full face mask with an appropriate filter in addition to other protective equipment. One tablet to be dissolved in 0.5 litre of water. This water is then poured onto the floor and spread out with the mop. The soiled mop must be placed on the dirty side of the laundry. Virkon will be washed away by cleaning staff on Fridays.

Annual cleaning:

3.22 A thorough, annual cleaning is carried out by Trygg Renhold during the summer, following an order from KPM. Ventilation pipes, water pipes and light fittings are vacuum cleaned if necessary. Ventilation pipes, water pipes, light fittings, ceilings, walls and all corners of the floors are cleaned with soapy water.

3.23 KPM carries out an annual clear-up on IBM's clean-up days.

4.0 HEALTH, SAFETY AND ENVIRONMENT (HSE)

4.1 PPE: safety glasses, chemical resistant gloves, full face mask with appropriate filter, lab coat.

4.2 If soap/disinfectant gets into the eyes, rinse them thoroughly with eye water. Remove contact lenses, if worn. Contact a doctor.

4.3 Clothes must be changed immediately if disinfectants or concentrated cleaning agents are spilt on them. Wash skin thoroughly with water. Contact a doctor.

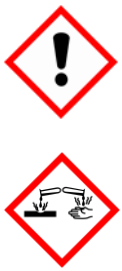
4.4 Things should never be stored directly on the floor - everything should be placed on shelves or in cupboards.

4.5 When handling disinfectants without a fume hood, a full face mask with an appropriate filter should be worn.

4.6 Excess/expired disinfectant must be put in a suitable waste container and disposed of as hazardous waste.

4.7 The correct type of steps should be used for the annual cleaning. The safety of steps and staff must be checked and training given before using the steps.

4.8 Cleaning equipment must not be moved from an area of lower health standard to rooms with a higher health standard.

Rely+On Virkon Tablets	**CAS no.**	**Pictogram**	**Hazard statements**	**Precautionary statements**
Pentakalium-bis(peroksymonosulfat)-bis(sulfat) Malic acid Sulphamidic acid Natriumdodecylbenzensulfonat Dipotassium peroksodisulfat	70693-62-8 6915-15-7 5329-14-6 25155-30-0 7727-21-1		H315: Skin irritant. H318: Causes serious eye damage. H335: May cause respiratory irritation. H412: Harmful to aquatic life with long-lasting effects. EUH 208: Contains Dipotassium peroksodisulfat, which may produce an allergic reaction.	P102: Keep out of the reach of children. P273: Avoid escape into the environment. P280: Use protective gloves/clothing/eye and face protection. P305+P351+P338: IF IN CONTACT WITH EYES: Rinse carefully with water for several minutes. Remove contact lenses if used and easy to do. Continue rinsing. P310: Contact a POISON CENTRE immediately or a doctor. P501: Dispose of contents/container in accordance with local, regional and national regulations.

Contec Prochlor	**CAS no.**	**Hazard statements**	**First aid measures:**
Calcium Hypochlorite	7778-54-3	H272: Flammable oxidant. H302: Dangerous if swallowed. H314: Causes serious skin burns and eye damage. H400: Extremely poisonous for aquatic life. EUH031: Releases poisonous gas in contact with acids.	If in contact with skin: wash immediately with plenty of soap and water. If in contact with the eyes: rinse the eye(s) under running water for 15 minutes. Contact a doctor. If swallowed: rinse the mouth with water. If fumes are inhaled: go out into fresh air. Contact a doctor.

Kemetyl technical ethanol 96%	CAS no.	Pictogram	Hazard statements	Precautionary statements
Ethanol	64-17-5		H225: Highly flammable liquid and vapour. H319: Causes severe eye irritation.	P210: Keep away from heat sources, hot surfaces, sparks, open flames and other sources of ignition. P370 + P378: In the case of fire, extinguish with carbon dioxide (CO2), foam, powder or water.

5.0 EQUIPMENT AND MAINTENANCE

5.1 PPE: safety glasses, chemical tolerant gloves, lab coat, full face mask with appropriate filter
5.2 Soapy water
5.3 Prochlor
5.4 Virkon
5.5 70 5 Ethanol
5.6 Absorbent paper
5.7 Mop
5.8 Mop stand
5.9 Steps

6.0 HISTORY AND EDITING

6.1 Written 11.01.2019 by Frøydis Kilmer
6.2 Revised 11.02.2021 by Frøydis Kilmer
6.3 Revised 20.07.2023 by Helene Tandberg

7.0 REFERENCES

7.1 https://app.ecoonline.com//documents/msds/1020534/18423235_286_ab299121bd649bf5b66f93cabc7e3290.pdf
7.2 https://app.ecoonline.com/ecosuite/applic/sk/index.php?applicationID=4&locationID=0#9619016

7.3 https://app.ecoonline.com//documents/msds/1000362/15738015_286_4ac77e6f156a8f4d9518e533d0a4990d.pdf