



## *Institutional Animal Care and Use Committee Guidelines and Policies*

May 21, 2008

---

### **POLICY ON VISITORS TO ANIMAL HOUSING OR PROCEDURE AREAS**

A *visitor* to an animal area is designated as anyone who is NOT listed on an approved animal protocol or NOT otherwise authorized to enter the BRF for their job-related responsibilities (e.g. Security personnel). Visitors include representatives of federal/state regulatory or funding agencies, salespersons, staff, faculty, students or outside individuals who have official business in the area (for example orientation, observation or training).

#### ***Procedure for Bringing Visitors into the Facility:***

1. Prior approval/permission to bring visitors into the BRF should be obtained from the Director or Manager of the BRF or his designee.
2. Visitors must be accompanied by an authorized individual at all times while in the BRF. For example, visitors shall be escorted by the Principal Investigator of an animal protocol or his/her designee, or by a member of the BRF staff.
3. Visitors will NOT be granted access to all animal areas and will generally not be allowed into rooms designated as Biohazard Use areas.
4. Visitors must agree to abide by requirements to wear whatever personal protective equipment is required for the specific room(s) they will be visiting.
5. Visitors must abide by the RFUMS policy regarding prohibition of recording devices, including cameras. In addition, they must be instructed that research animals are very sensitive to noise and odors and thus loud voices, strong smelling hand lotion, perfume, hairspray, etc. should be avoided.
6. Visitors must be informed about the risks involved before entering and abide by all BRF PPE requirements. Persons with allergies to animals are advised not to visit since animal dander may be present in hallways and support areas. Immune-compromised or unhealthy persons should not visit an animal facility. While school-aged children may be brought into the facility for educational purposes, these visits should be brief and the children must be carefully supervised at all times and abide by all of the above rules. If there is any question that the health of a potential visitor is not appropriate, the visit should be delayed until further assessment can be done by the Environmental Health & Safety Director.