

Division Series	Dept.	Revision	Title	Effective	Proponent
UWN-	000-		ADMINISTRATION SOPS		
UWN-	015-	A-	00 DVM SOP Administration and Management	5/18/07	D.C.O.
UWN-	050-	D-	00 Submission of End of Year Reports	5/18/07	Mr. Khafre
UWN-	051-	D-	00 IACUC Meeting Preparation and Follow-ups	7/10/07	Mr. Khafre
UWN-	055-	D-	00 Maintaining ACUP Files (Hard Copies)	5/30/08	Mr. Khafre
	057-		00 SDNCO Responsibilities		DIV NCOIC
	059-		00 Protocol and Amendment Review and Processing		C, IACUC
	061-		00 Conducting Annual Reviews of Protocols		C, IACUC
	063-		00 Facility Inspection Program Review (FIPR)		C, IACUC
	064-		00 Training & Training Documentation (IACUC)		C, IACUC
	080-		00 WRAIR/NMRC ACUP Lecture Planning		Ms. Western
UWN-	431-	D-	00 Controlled Substances	2/19/08	C.S.O.
UWN-	711-	A-	00 Shipment of Serum Samples by Federal Express	6/2/07	NCOIC, DAR
	720-		00 Coordination for DOD Laboratory Animal Workshops		Ms. Western
	728-		00 Overview of the Institutional Animal Care and Use Program Workshop		DEP DIR
UWN-	840-	B-	00 Select Agent Facilities and Support Personnel	2/19/08	DEP DIR
			Time Keeping Procedures		
			Animal Ordering Procedures (Supply Officer)		
			Receiving, Storing and Issuing of Supplies (Supply Office)		
			Receipt of Equipment		
			Supply Inventory		
			Office Files		
			DVM Personnel Signatures and Initials		
UWN-	099-		FACILITY OPERATION & MAINTENANCE SOPS		
	121-		00 Animal Room Ventilation and Air Balance		Mr. Oldham
	123-		00 Animal Room Lighting		Mr. Oldham
	125-		00 Temperature and Humidity Control of Animal Rooms		Mr. Oldham
	126-		00 Environmental Control of Animal Rooms in Bldg. 503		Mr. Oldham
UWN-	329-	D-	00 Monitoring Temperature of Cage Wash Equipment	5/17/08	C.R. Lab
	330-		00 Operation and Maintenance of the Girton Rack Washers in Bldg. 503		Mr. Oldham
UWN-	332-	D-	00 O&M of Castle Tunnel Washer Model CWTSB 20-36, Bldg. 511	2/19/08	Mr. Oldham
	333-		00 Operation and Maintenance of the Girton Tunnel Washer in Bldg. 503		Mr. Oldham
	336-		00 Monitoring the PH of Cage Wash Equipment		C.R. Lab.
UWN-	337-	D-	00 Effluent Tank pH Monitoring for Bldg. 511	1/11/08	C.R. Lab.
UWN-	340-	D-	00 Operation and Maintenance of the Automatic Watering System	5/17/08	C.R. Lab.
UWN-	346-	D-	00 Operation and Maintenance of Chemical Fume Hoods in Division of Vet Med	5/30/08	Mr. Oldham

363-	00		Operation and Maintenance of the Decontamination (Decon) Autoclave in Bldg. 503	Mr. Oldham
364-	00		Operation and Maintenance of Dirty Cage Wash Autoclave in Bldg. 503	Mr. Oldham
1030-	00		Operation and Maintenance of Autoclaves in the Department of Veterinary Surgery (DVS)	Mr. Oldham

DVM Workorder Management

Validation and Calibration of the EMS for Lights, Temp., & Humidity

Vaporized Hydrogen Peroxide Machine O&M

UWN-	199-						
				ANIMAL HUSBANDRY			
	100-		00	Animal Room Signs			C.R. Lab.
UWN-	272-	A-	00	Escape of Laboratory Animals	7/10/07		C.R. Lab.
UWN-	291-	D-	00	Animal Room Documentation of Husbandry Duties	5/17/08		C.R. Lab.
UWN-	417-	D-	00	Fresh Fruits and Vegetables Feeding	6/5/07		NCOIC, DAR
UWN-	418-	D-	00	Non Fresh Fruit and Vegetable Food Enrichment	3/25/08		NCOIC, DAM
	910-		00	Animal Transportation and Vehicle Sanitation			C.R. Lab.
	951-		00	Acquisition - Issue of Animals			C.R. Lab.
	955-		00	Animal Adoption			C.R. Lab.
	935-		00	Cage-Cards-General			C.R. Lab.
	985-		00	Animal Census Bldg. 503			C.R. Lab.
	215-			SUB: Large Animal Husbandry SOPs			
UWN-	240-	D-	00	Husbandry of Dogs	9/11/07		C.R. Lab.
UWN-	241-	D-	00	Husbandry of Sheep	3/12/08		C.R. Lab.
UWN-	242-	D-	00	Husbandry of Swine	3/12/08		C.R. Lab.
	243-		00	Husbandry of Piglets			C.R. Lab.
UWN-	764-	D-	00	Environmental Enrichment for Sheep	7/10/07		C.R. Lab.
	767-		00	Environmental Enrichment for Dogs			C.R. Lab.
UWN-	768-	A-	00	Environmental Enrichment for Swine	6/5/07		C.R. Lab.
	927-		00	Receipt and Inprocessing of Swine, Sheep and Dogs Housed at WRAIR			C.R. Lab.
	944-		00	Quarantine and Maintenance of Sheep			C.R. Lab.
	945-		00	Quarantine and Maintenance of Dogs			C.R. Lab.
UWN-	947-	A-	00	Quarantine and Maintenance of Swine Housed at WRAIR	6/5/07		Chief, DAR
	243-			SUB: Nonhuman Primate Husbandry SOPs			
UWN-	231-	D-	00	Husbandry of Aotus (Owl Monkeys)	3/12/08		C.R. Lab.
UWN-	232-	D-	00	Husbandry of Old World Nonhuman Primates	8/10/07		C.R. Lab.
UWN-	533-	B-	00	Quarantine and Maintenance of the Aotus Monkey	6/2/07		C, DAR
UWN-	534-	A-	00	Recurring Maintenance of Old World Non-Human Primates	5/30/08		C, DAR
	760-		00	Behavior Enrichment for Non-human Primates			C.R. Lab.
	761-		00	Environmental Enrichment of Non-Human Primates			C.R. Lab.
UWN-	762-	A-	00	Social Pairing of Nonhuman Primates	5/18/07		C, DAR
UWN-	933-	A-	00	Receipt and Quarantine of Old World Nonhuman Primates	5/30/08		C, DAR

Maximum Cage Capacity for Nonhuman Primates
 NHP Issue and Disposition
 Sanitation of Nonhuman Primate Rooms
 Completion of NHP Environment Report
 NHP Pole and Collar Training
 Personal Protective Equipment and Safe NHP Handling
 Management of NHP Room Records
 Sanitation of Nonhuman Primate Automatic Water Systems

277-				SUB: Small Animal Husbandry SOPs		
UWN-	245-	D-	00	Husbandry of Rabbits	9/11/07	C.R. Lab.
UWN-	246-	D-	00	Husbandry of Ferrets	7/10/07	C.R. Lab.
UWN-	256-	D-	00	Changing Microisolator Cages and Filter Tops	5/30/08	C.R. Lab.
UWN-	280-	D-	00	Separation of Rodent Species	3/25/08	C.R. Lab.
UWN-	281-	D-	00	Rodent Biosafety Level 2 Procedures	1/11/08	C.R. Lab.
UWN-	282-	D-	00	Quarantine/Isolation of Rodents	3/12/08	C.R. Lab.
UWN-	283-	D-	00	Husbandry and Health Monitoring of Conventionally Housed Rodents	11/22/07	C.R. Lab.
UWN-	284-	D-	00	Rodent Barrier Room Procedures	3/25/08	C.R. Lab.
UWN-	286-	D-	00	Seeding of Sentinel Cages	3/12/08	C.R. Lab.
UWN-	287-	D-	00	Husbandry of Guinea Pigs	11/22/07	C.R. Lab.
UWN-	532-	B-	00	Quarantine and Maintenance of Ferrets	6/2/07	C, DAR
UWN-	765-	B-	00	Environmental Enrichment for Rodents	2/19/08	C.R. Lab.
	766-		00	Environmental Enrichment for Rabbits		C.R. Lab.
	926-		00	Receiving and Inprocessing of Rodents		C.R. Lab.
	928-		00	Receiving and Inprocessing of Ferrets		C.R. Lab.
UWN-	299-			EQUIPMENT OPERATION & MAINTENANCE SOPS		
	309-		00	Lock Out/Tag Out Procedures		Mr. Oldham
	334-		00	Operation and Maintenance of Water Bottle Filling Station, Building 503		C.R. Lab.
	341-		00	Operation of the EDSTROM Chlorine Flush Station Model 2494 - Bldg. 503		C.R. Lab.
	342-		00	Operation of the EDSTROM Chlorine Injector Station Model 7130-6574 Bldg. 511		C.R. Lab.
	343-		00	Operation and Maintenance of Edstrom Portable Water Line Sanitizer		C.R. Lab.
	344-		00	Operation of the Calgon Vestal Sanitation Sprayer II		C.R. Lab.
	345-		00	Operation and Maintenance of the Advance Floor Machine		C.R. Lab.
	347-		00	Operation and Maintenance of the BioBubble Bedding Disposal Unit		C.R. Lab.
	348-		00	Operation of the EDSTROM Chlorine Injector Station Model 7130-6574-302 and Recoil	-	C.R. Lab.
	349-		00	Operation, Care and Maintenance of Class II Biosafety Cabinets		Mr. Oldham
UWN-	350-	D-	00	Operation and Maintenance of Refrigerators, Freezers, and Coolers	6/2/07	Mr. Oldham
UWN-	352-	D-	00	Operation and Maintenance of the Stay Clean Workbenches in the Division of Veterinary	5/17/08	C.R. Lab.

	355-		00	Operation of the Thoren Maxi-Miser Caging System		Mr. Oldham
UWN-	356-	D-	00	Operation of Micro-Isolator Plus (VCL Racks)	6/17/08	C.R. Lab.
	740-		00	Operating Procedures for Datascope Cardiac and Respiratory Monitors		C, DVS
	741-		00	Care and Operation of Anesthesia Machines (Excel) in Department of Veterinary Surge	-	C, DVS
	744-		00	Care and Operation of the ABL 700 Blood Gas Analyzer Machine		C, DVS
	813-		00	Respirator Program Including the Wear Use and Maintenance of Powered Air Purifying	-	Safety Officer
UWN-	820-	A-	00	Safe Operation of NHP Cage Doors and Squeeze Apparatus	8/10/07	C, DAR
	1040-		00	Operation and Maintenance of the BV300 PLUS Portable Digital (C-Arm) Fluoroscopy I	-	C, DVS
				Equipment Calibration, Verification, Certification		
				Transponder Identification Number Programming		
				Bedding Dispenser O&M		
				Ultrasonic Cleaner O&M		
				Scales O&M		
				Dental Delivery System O&M		
UWN-	399-			SANITATION AND LOGISTICAL SUPPORT		
UWN-	200-	D-	00	Animal Corridor and Hallway Cleaning and Sanitation	3/12/08	C.R. Lab.
UWN-	201-	D-	00	Cage Wash Procedures	3/25/08	C.R. Lab.
UWN-	202-	D-	00	Animal, Infectious and Hazardous Waste Disposal	3/12/08	C.R. Lab.
UWN-	259-	D-	00	General Room Sanitation	5/30/08	C.R. Lab.
UWN-	285-	D-	00	Autoclaving Feed, Bedding, and Water	3/12/08	C.R. Lab.
UWN-	292-	D-	00	Animal Treatment, Receiving and Workshop Room Sanitation	3/12/08	C.R. Lab.
	412-		00	Ordering/Receipt/Issue of Supplies, Equipment and Services (User Level)		C.R. Lab.
	413-		00	Inventory and Ordering of Animal Feed and Bedding		C.R. Lab.
	414-		00	Issue of Animal Feeds		C.R. Lab.
	415-		00	Receipt and Storage of Animal Feed		C.R. Lab.
	416-		00	Receipt and Storage of Animal Bedding		C.R. Lab.
UWN-	499-			GENERAL PROCEDURES		
UWN-	911-	D-	00	Animal Disposition (<i>Transfers</i>)	2/19/08	DEP DIR
UWN-	599-			QUALITY CONTROL OFFICE		
	365-		00	Quality Control (QC) Program for Steam Autoclaves in the Division of Veterianry Medic	-	Q.C. Officer
	366-		00	Quality Control (QC) Program for Plasma (H2O2) Sterilizers in the Department of Veteri	-	Q.C. Officer
UWN-	600-	B-	00	Sanitation Quality Control	3/25/08	Q.C. Officer
UWN-	610-	B-	00	Quality Control of Rodents and Rabbits	6/11/08	C, DAM
UWN-	611-	B-	00	Sentinel Surveillance Program	6/11/08	C, DAM
UWN-	620-	B-	00	Water Testing	3/12/08	Q.C. Officer
UWN-	621-	B-	00	Animal Feed Testing	2/19/08	Q.C. Officer
	748-		00	Animal Record Audit		Q.C. Officer

Light Cycle Monitoring
 Monitoring of Sanitation of Fresh Fruits and Vegetables
 DVM Archive Management
 Chemical and Microbiological Monitoring of Animal Bedding
 Animal Medical Record Audit Procedures
 Integrated Pest Management Program Monitoring
 Division Training Records Management

UWN- 699-		VETERINARY MEDICAL CARE SOPS				
UWN-	430-	D-	00	DVM Pharmacy in Bldg. 511, Room 113	5/18/07	C.S.O.
UWN-	520-	A-	00	Weekend and Holiday Treatments and Animal Health Rounds	11/22/07	DEP DIR
UWN-	522-	A-	00	Daily Animal Health Rounds and Treatments	11/22/07	DEP DIR
UWN-	535-	B-	00	Tuberculin Testing of Non-Human Primate (NHPs)	6/2/07	C, DAR
UWN-	701-	B-	00	Animal Tattoo with Aims Tattoo	12/11/07	NCOIC, DAM
UWN-	705-	B-	00	Hand-Rearing the Aotus (Owl Monkey)	12/11/07	C, DAR
UWN-	721-	B-	00	Rodent and Rabbit Workshop	6/11/08	C, DAM
UWN-	722-	D-	00	Sheep Workshop	5/18/07	C, DAR
UWN-	723-	D-	00	Swine Workshop	5/18/07	C, DAR
UWN-	726-	D-	00	Nonhuman Primate Workshop	6/2/07	C, DAR
	749-		00	Large Animals, Ferret & Rabbit Medical Records		C, DAR
	750-		00	Non-human Primate Medical Records		C, DAR
				Animal Identification Methods		
				Management of NHP Diarrhea		
				Animal Medical Records and Research Records		
				Final Disposition of Animal Records		
	725-			SUB: Drug Administration SOPs		
				Giving Intravenous (IV) Injections to Small Animals and Nonhuman Primates		
				Giving Intraperitoneal (IP) Injections to Small Animals		
				Giving Intradermal (ID) Injections to Small Animals and Nonhuman Primates		
				Giving Intramuscular (IM) Injections to Small Animals and NHP		
				Giving Subcutaneous (SC) Injections to Small Animals and NHP		
				NHP Oral Drug Administration via Nasogastric Tube		
				Rodent Oral Drug Administration via Gavage Tube		
	735-			SUB: Specimen Collection and Clinical Observation SOPs		
	712-		00	Submission of Samples to WRAIR Pathology		DEP DIR
UWN-	736-	B-	00	Blood Collection Volumes for Laboratory Animals	3/12/08	DEP DIR
				Collection of Blood from Rodents and Rabbits		
				General Physical Examination of Nonhuman Primates		
				Documentation and Transportation of Biological Specimens		

Nonhuman Primate Phlebotomy

	752-			SUB: Surgery, Radiograph SOPs			
UWN-	552-	C-	00	Cleaning and Decontamination of Surgical Instruments	5/30/08	NCOIC, DVS	
	733-		00	Utilization of the Operation Rooms/Surgical Suites in Bldgs. 503 & 511		C, DVS	
	734-		00	Rodent Surgery Monitoring		C, DVS	
	760-	C-	00	Cleaning the Dedicated Surgery Suites	1/9/09	C, DVS	
				Preoperative, Intraoperative, and Postoperative Provisions			
				Preparation of Surgical Linen Packs			
				Preparation of Surgical Equipment Packs			
				Radiographic Procedures			
	770-			SUB: Anesthesia, Euthanasia, Necropsy SOPs			
	710-		00	Submission of Animals for Necropsy		C, DAM	
UWN-	790-	B-	00	Euthanasia <i>Policy</i>	11/22/07	DEP DIR	
				Nonhuman Primate Injectable Anesthesia			
				Rodent Injectable Anesthesia			
				Rabbit Anesthesia			
				Euthanasia of Small Rodents			
				Euthanasia of Nonhuman Primates and Small Mammals			
				Euthanasia of Large Animals			
				Preparation of Injectable Anesthesia for Rodents			
UWN-	799-			OCCUPATIONAL HEALTH & LAB. SAFETY SOPS			
UWN-	810-	B-	00	Occupational Health Program	3/25/08	DEP DIR	
UWN-	812-	-	00	Procedures for Possible Exposure to Monkey B Virus (C. herpesvirus 1)	5/17/08	C, DAR	
UWN-	814-	B-	00	Animal Bite/Scratch & General Injuries Procedures	6/11/08	DEP DIR	
UWN-	816-	C-	00	Radiation Safety Procedures and Occupational Exposure	6/5/07	D.S.O.	
UWN-	817-	A-	00	PPE Requirements for Persons in Contact with Nonhuman Primates	3/25/08	C, DAR	
UWN-	818-	A-	00	PPE for Persons in Contact with SA and LA	3/25/08	DEP DIR	