

## **Executive Summary of Cancelled APCF User Information Session 21-12-17**

### **1. Infosite**

Information about what is happening in APCF is on: <http://apcf.infosite.ust.hk/>

The site contains all of our SOPs and news of relevance to users plus important external links

### **2. Safety**

2.1. We have started safety audits and will conduct risk analysis associated with identified hazards.

The findings will drive our efforts to make APCF as safe a workplace as possible

2.2. Hazardous Chemicals

One safety achievement for 2017 was the agreement of users to have The Stanford Model of writing their own SOPs when using hazardous agents in APCF. The Stanford Model Guidelines are on the infosite

### **3. New AEC (IACUC) procedures**

3.1. We implemented new:

- Application Form
- Reviewer Comments Form
- Amendment to Protocol Form
- Adverse Event Reporting
- Reporting Welfare Concerns
- Third party, independent quarterly audits by Dr C Yip
- Fixed AEC number for original protocol
- New worker and user health-form
- New reporting lines to HSEO – still under review
- Post-Approval Monitoring – still under construction

3.2. One achievement in 2017 was the formation of an ad hoc committee which recommended a new IACUC Model In-line with the Guide – still under review by VPRG

### **4. Animal Welfare**

4.1. We introduced:

- New Red/Yellow/Sac(rifice) Cards
- 7 day a week attendance by animal carers
- 24 hour 7 day a week hotline: APCF 24/7 Emergency Hotline: +852 5710 6599

4.2. Health Monitoring, Disease Surveillance, Disease Investigation (Adverse Events)

- 100% sampling of all imports
- 2 categories: high risk imports and low risk imports
- Sentinel programme in open top cages
- EAD programme in IVCs
- Random sampling of non-experimental animals
- Necropsy of all ill animals with possible laboratory follow-up
- Applies to all animals in APCF

### **5. Training**

- New training for users – under construction
- BSI delivering quality assurance, risk analysis and internal audit training to all tech staff

- Technical staff being encouraged to undertake CPD

## **6. Communication Methods**

- Emails
- Infosite
- Open-door Policy

## **7. APCF Expansion – 2018**

- 7.1. Final Plan – attachment 1 shows photos of planned APCF expansion
- 7.2. Equipment Tenders – tender process is well underway and to schedule
- 7.3. Issues Still to Consider in 2018
  - Decanting 7J
  - Decanting 7H
  - The Plant Room
  - The Xenopus
  - Future of 7J
  - Zebra Fish

## **8. Zone 7J – how we plan to increase stocking in 7J (and 7H)**

- 8.1. Eventually all animal models will be in IVC cages
- 8.2. We are using the money from the 7L/7H expansion to buy IVC racks/cages to place in 7J – will increase capacity by 15%
- 8.3. By Xmas 7H capacity will have increased by 25%
- 8.4. 7J will stay in use in the long term and after decommissioning of the extensions and renovation of the old/original (solid) section.  
7J will house the Xenopus, Plant Growth Room, Rabbits & GPs (if the PI still requires them)

## **9. What have we got planned for 2018**

- 9.1. Better communication
  - Liaison Group with Technical staff and student reps
  - Infosite Pop-up announcing new changes
  - Regular User meetings
  - Report to LIFS Faculty Meetings – When Invited
- 9.2. New charging scheme in-line with the policy of HKUST
- 9.3. Meet KPIs as agreed to by VPRG
- 9.4. Oversee construction of the new APCF expansion

## **10. Work towards AAALAC accreditation - What is needed for AAALAC**

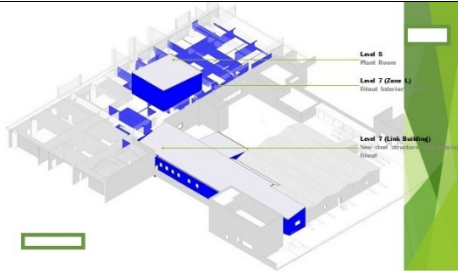
- A new IACUC procedure is needed
  - Several non-compliance issues have been identified
  - A recommendation has gone to the VPRG on a new IACUC structure
- An Animal Management System is planned to be introduced which will help IACUC monitor these issues
- ALL vertebrates in ALL facilities (Vivarium and Satellite) will come under the control of APCF including Zebra Fish if we are to go for AAALAC accreditation

## **11. PPTX of cancelled presentation is on APCF infosite**

**Attachment 1: Photos of planned APCF expansion**



**Location of New Expansion – Rooftop of 7H showing outside of 7L**



**3D architects drawing of the new complex**



**Photo of expected finishes of vivarium and procedure rooms**



**Rack washer – similar to the one to be installed in the vivarium**



**6K litre autoclave – similar to the one to be installed in the vivarium**