



To [REDACTED]
[REDACTED]
From [REDACTED] Named Information and Compliance Support Officer
Friday, 09 December 2016
Time 14.00
Venue [REDACTED]
Subject [REDACTED] crushed mouse.
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Our Ref [REDACTED]

Policy-

Compliance Assurance Meetings (CAMs) are a management tool, designed to ensure Governance outside of the Act, to protect individuals, ensure due process and systems are implemented within the division of University Biomedical Services. This process will ensure the University upholds the highest standards of animal welfare and good practice relating to animal care and use.

NOTE: A CAM meeting does not replace the investigation of an incident by the Home Office. Therefore, where the local inspector deems appropriate a Home Office non-compliance investigation may run in parallel or sequentially with a CAM.

Event-

[REDACTED] (Biofacility Manager/NACWO) informed [REDACTED] (Deputy Director/NTCO) on Thursday 1st December that a stock female, 13.9 week old mouse was found dead, crushed behind the hopper in an IVC in the [REDACTED].

[REDACTED] (Animal Technician) discovered the dead mouse while undertaking routine husbandry tasks on Thursday 1st December. The mouse was described as flat and remained attached to the cage side when the hopper was removed. It was also observed that exposed sections of the carcass had been chewed by cage mates. It is therefore assumed the mouse had remained undetected for some days. The discovery was appropriately escalated to [REDACTED].

Upon investigation it is noted that the cage was possibly last opened by [REDACTED] (Animal Technician) during husbandry on Tuesday the 22nd November. The daily check sheets for [REDACTED] confirming that the cage had been checked for the week between husbandry activities as evidenced by records signed off by several UBS technicians [REDACTED].

It was confirmed that the PIL holder for the colony, [REDACTED] had visited [REDACTED] on the 29th November but did not interact with this colony or the cage. There was no evidence that any other Biofacility user or UBS staff interacted with the cage between the 22nd November and 1st December.

[REDACTED] has informed [REDACTED] (Home Office Inspector) of the incident together with [REDACTED] (ELH) and [REDACTED] (Welfare Director).

A Compliance Assurance Meeting has been selected as the most appropriate means of action to ensure governance and compliance and, setting processes in place to impress there is no

[REDACTED]



repetition of this event arising from a failure to check cages appropriately and associate the cage contents with the label or database.

Action-

Biofacility Manager and Technicians:

1. Ensure afternoon checks are undertaken thoroughly and by a different person from the person undertaking any morning task. Technicians undertaking any task or check should never make assumptions about the competence of the person who undertook the previous task involving the same cage of animals.
2. Record on the "daily room sheet" all cage interventions – e.g. include cage changes undertaken because of flooding.
3. Be more vigilant – concentrate on reliability and not speed. Pace husbandry tasks and consider spreading these tasks out over the whole week rather than, for example, trying to complete all cage cleaning by the end of Wednesday.
4. Manage researcher expectations. Develop and agree guidance for users and staff whereby researchers are made aware that if they required Biofacility staff to undertake procedures for them their request must be received before 10am, otherwise the work will be deferred until the following working day unless the Biofacility Manager or a Senior Technician advises otherwise.
5. Preserve evidence – use formalin – do not just place carcass in the freezer.
6. Give further consideration to implementing/trialling a locally run weekly "Reward and Recognition Scheme".

Senior management:

1. Instigate a thorough review of husbandry routines and allocation of tasks including SOPs and record keeping.
 2. Undertake an assessment of work allocation and work distribution in rooms.
 3. As part of the wider UBS project aimed at the management of sickness absence consideration should be given to an assessment of the lighting in the [REDACTED] [REDACTED] since a high percentage of absence is due to migraine.
- [REDACTED]