

SOP #: 314.02Title: SOP - Animal Census Procedure

Approvals:

Attending Veterinarian _____

Date: 08/02/20191. Purpose

1.1 The intent of this standard operating procedure (SOP) is to establish proper guidelines to fill the Census Report Form.

2. Responsibility

2.1 ACF Personnel

3. Definitions

3.1 ACF - Animal Care Facility

4. Guidelines

4.1 The animal census is performed every Wednesday.

4.2 All USDA covered animal species and rats should be individually counted. Mice should be counted by cages.

4.3 The barcoded cards are scanned, and the info is uploaded into the Granite System.

4.4 When an animal or a cage of animals is euthanized, the barcoded card will be returned and taken out of the system.

5. References

5.1 N/A

6. Revisions

6.1 Rev 02. Minor revisions – August 2019