



Inspection checklist for the approval of research/laboratory facilities to quarantine swine imported from the United States for research

The purpose of this checklist is to assist CFIA veterinary inspectors with the inspection and approval of research/laboratory facilities intending to import swine from the United States (U.S.) for research.

Inspectors should keep in mind that the focus of the facility inspection and approval is on the imported swine and the aspects of the facility that are associated with them (e.g. handling procedures, movement protocols, biosecurity standards, etc.). Inspectors should also remember that the diseases of concern for swine from the U.S. are Pseudorabies (Aujeszky's Disease) and Swine brucellosis.

The checklist must be completed by a CFIA veterinary inspector for each import permit request either when prompted by the Centre of Administration (CoA) or at least once a year. The facility is expected to notify the district office if there are changes to the facility or biosecurity procedures between annual inspections. Any significant changes to the facility or biosecurity procedures should prompt another facility inspection. The completed checklist must be kept at the district office.

Company/Organization Name:	
Applicant's name: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.	Name of individual from the research facility present during visit: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.
Phone:	Phone:
Email:	Email:
Physical address of research/laboratory facility (including building information):	
Room Number(s) and total number of rooms where the imported swine will be quarantined:	

GENERAL INFORMATION	
1	Type of Facility: <input type="checkbox"/> Government (Federal) <input type="checkbox"/> Hospital <input type="checkbox"/> Private <input type="checkbox"/> Government (Provincial) <input type="checkbox"/> Academic <input type="checkbox"/> Other, specify:
2	Program Intent: <input type="checkbox"/> Research & Development <input type="checkbox"/> Behaviour studies <input type="checkbox"/> Other, specify: <input type="checkbox"/> Clinical Studies <input type="checkbox"/> Animal Pathogen studies
3	Other animal(s) currently housed in the facility: <input type="checkbox"/> Swine <input type="checkbox"/> Dogs <input type="checkbox"/> Ruminants <input type="checkbox"/> Equine <input type="checkbox"/> Primates <input type="checkbox"/> Cats <input type="checkbox"/> Avian <input type="checkbox"/> Other, specify:
4	Include a diagram of the facility that outlines where the imported swine and all other animals housed in the facility are located.
5	Provide a brief description of the research program intent(s) for the imported swine, including the estimated duration of the research project:
6	Reference material is available* about the swine diseases of CFIA concern (i.e. Pseudorabies (Aujeszky's Disease) and Swine brucellosis) that can occur with confined animal species. This material should include information about clinical signs and transmission of the diseases between animals and/or between animals and humans. <input type="checkbox"/> Yes <input type="checkbox"/> No <i>*If not available, CFIA inspectors should strongly recommend its availability for awareness of laboratory staff handling imported swine.</i>



MANDATORY REQUIREMENTS FOR APPROVAL OF THE FACILITY			
Number	Question	Answer	Notes
1	The Facility is accredited by the Canadian Council on Animal Care (CCAC)* →Verify document. <i>*CCAC accreditation is mandatory to obtain a CFIA import permit</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	The imported swine are Specific Pathogen Free (SPF) swine. →Verify any relevant documents (e.g. export certificate from previous importations if from the same exporting company and if available, letter from the exporting company, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	The imported swine originate from a herd in the US that is periodically tested for pseudorabies and swine brucellosis. →Verify any relevant documents (e.g. USDA certificates for herd testing for both diseases)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4	The imported swine are quarantined in a room or rooms (quarantine room(s)) which is/are separated from public and administrative areas by a door.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	Doors to the quarantine room(s) are kept closed at all times. →Verify that they are all closed. Doorstops should not be present.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6	All susceptible species (e.g. pigs, dogs, cats) housed in the facility are kept separated from the imported swine such that they are unable to come into contact. If facility personnel have contact with both the imported swine and susceptible species housed in the facility, there are written biosecurity procedures for handling of all animals to prevent the spread of diseases of concern. →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7	The quarantine room has inward directional airflow →Check at the doorway using a smoke pencil or tissue	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8	An air filtration system is in place in the quarantine room that reduces the risk of pathogen spread (such as, but not limited to, HEPA filters) Note: Not all quarantine rooms have an air filtration system. In some research facilities the air from the quarantine room is directed to the anteroom that is equipped with an air filtration system which is also acceptable. →Verify what air filtration system is in place (e.g. use and replacement schedule of filters)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9	Appropriate signage indicating Personal Protection Equipment (PPE) and confinement requirements, emergency contact(s), CFIA district office contact(s) and limited access to authorized personnel is posted on each entry door to the quarantine room(s).	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10	There is a designated area outside the entrance to the quarantine room(s) to allow for access procedures (i.e. donning and doffing PPE).	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11	Any windows in the quarantine room(s) are either sealed or if they are openable, a mechanism is in place to maintain effective security and pest control, and preclude escape of the imported swine.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

12	Surfaces and interior coatings (including floors, ceilings, walls, doors, frames, caging systems, equipment/furniture) of the quarantine room(s) and the rest of the facility are easily cleanable, non-absorbent, resistant and in a good condition.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
13	Sink(s) are available for hand washing upon exit from quarantine room(s). Alternatively, there is an acceptable protocol in place for hand sanitization (e.g. use of disposable gloves; hand sanitizers on exit).	<input type="checkbox"/> Yes <input type="checkbox"/> No	
14	As per written procedures, access to the quarantine room(s) is restricted to authorized, trained personnel only (e.g. lockable doors, PIN/Access card, signage, etc.). →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
15	As per written procedures, visitors and any untrained personnel are escorted by authorized, trained personnel when access to the quarantine room(s) is required. →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
16	The facility has a dedicated clothing and/or appropriate PPE protocol for the quarantine room(s). The protocol could include hand, foot, head, eye and full-body protection depending on the nature of the study and the extent of contact with the animals. The protocol specifies that the dedicated clothing and/or PPE is either disposable or appropriately disinfected, and states that the dedicated clothing and/or PPE is worn only in the quarantine room(s). →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
17	Written procedures for biosecurity are available to facility personnel. →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
18	Job descriptions are available for personnel handling the imported swine. →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
19	All personnel authorized to enter the quarantine room(s) are trained about biosecurity procedures (e.g. entry/exit of the quarantine room(s), cleaning and disinfection procedures, etc.) and aware of potential zoonotic agents associated with the imported swine. →Verify proof of training	<input type="checkbox"/> Yes <input type="checkbox"/> No	
20	An updated list of key personnel allowed to work with the imported swine is available and easy to find. →Verify document	<input type="checkbox"/> Yes <input type="checkbox"/> No	
21	A pest control program is in place. →Verify document and check for dead insects and mouse droppings	<input type="checkbox"/> Yes <input type="checkbox"/> No	
22	The facility has written procedures for Cleaning and Disinfection (C&D) of: <ul style="list-style-type: none"> - the quarantine room(s) before arrival and after euthanasia of the imported swine; - the unloading area; - corridors used to move the imported swine to the quarantine room(s) (if applicable); 	<input type="checkbox"/> Yes <input type="checkbox"/> No	



	<ul style="list-style-type: none"> - transport cages* and conveyance*; - cages used in the facility for the imported swine**; and - all areas involved in the disposal process of carcasses, body parts, bedding and feed surplus of the imported swine. <p>→Verify document <i>*The transport cages and conveyance are disinfectable and are cleaned and disinfected in a manner satisfactory to a CFIA inspector. Alternatively, if transport cages are not treated at the research facility, there is a procedure to return these items within the truck (sealed by a CFIA inspector) to the destination of origin.</i> ** are disinfectable</p>		
23	<p>The facility has written procedures for disposal* and removal of the following items:</p> <ul style="list-style-type: none"> - the safe movement of waste from the quarantine room(s) to either a centralized decontamination area and/or a 3rd party certified waste disposal company. - the disposal of carcasses, body parts - the disposal of bedding and feed surplus of the imported swine - the disposal of medical equipment that was used for the imported swine and the PPE (if disposable) <p>→Verify document *Examples of acceptable methods: disposal with biomedical waste, incineration or burial at a site approved for international waste and disposal in the municipal sewage treatment system. Examples of unacceptable methods: reuse, contact with other animals and disposal in sewers not connected to a sewage treatment system.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
24	<p>The facility has written procedures to contact the CFIA in the event of quarantine breaches (e.g. animal escape) or disease outbreak related to the imported swine.</p> <p>→Verify document</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
25	<p>Written procedures to follow when imported swine show suspect clinical signs or die suddenly are available. CFIA's contact information must be readily available and accessible by all personnel.</p> <p>→Verify document</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
26	<p>There are written emergency procedures for events such as biological spill* clean-up, animal escape, power failure, fire, and other emergencies.</p> <p>→Verify document <i>*Spill procedures must include a section regarding the prevention of release of contaminated materials into drainage systems unless linked to a decontamination system.</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
27	<p>The facility has a written CFIA transport licence (CFIA4206) request procedure for the removal* of carcasses and body parts, and other applicable waste material, from the facility for disposal.</p> <p>→Verify document <i>*For additional details refer to the directive TAHD-DSAT-IE-2019-12</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
28	<p>Written procedures for the disposal and removal of waste generated during transit, and treatment of equipment used in the transport of the animals from the US.</p> <p>→Verify document</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	



29	<p>Records for the following items are maintained for the imported swine, for at least two (2) years:</p> <ul style="list-style-type: none"> - Date(s) of importation/receipt - ID Number, sex, etc. - Room location - Date(s) of room transfer* (when applicable) - CFIA Import Permit - Zoosanitary Certificate - When and where the imported swine were used - Date of euthanasia/death - Body parts or other specimens sampled and their ultimate use - Request for CFIA approval of the facility and for transport license (CFIA4206) for the carcasses/body parts - C&D of the quarantine room(s), receiving area, disposal area, etc. - Disposal of carcasses, body parts, bedding, feed surplus and anything that was in contact with the imported swine <p>→Verify document <i>*Imported swine may be moved to another room if precautions are taken to ensure that they do not encounter other animals in the corridor. Biosecurity procedures must be applied in both the corridors and the rooms used (i.e. cleaning and disinfection after use).</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
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<p>Cost recovery:</p> <p>As per Fee Schedule – Animal Health – Part II</p>	<input type="checkbox"/> Code 1018 1st approval in the last 24 months <input type="checkbox"/> Code 1019 Re-approval if change in facility or management <input type="checkbox"/> Code 1020 Subsequent uses: 1 st inspection <input type="checkbox"/> Code 1021 Subsequent uses : 2 nd inspection <input type="checkbox"/> Code 1022 All further inspections to obtain a new approval	<p>Invoice #:</p>
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<p>Approval Status:</p> <input type="checkbox"/> Approval Granted <input type="checkbox"/> Approval Denied	<p>Reason(s) for refusal:</p>
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Name of CFIA Veterinarian

Signature

Inspection Date (DD/MM/YYYY)

*Following annual facility approval, subsequent site visits should be recorded in Table 1 – Site visit log for research/laboratory facility approved to quarantine swine imported from USA for research (RDIMS #10173979).