

**HEMSLEY CONSERVATION CENTRE
STANDARD OPERATING PROCEDURE**




Department: Animal

SOP No: HCC PR/1

SOP Number HCC MPR/1

SOP Title PRIMATE Routine

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Effective Date:	25.05.20
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READ BY			
NAME	TITLE	SIGNATURE	DATE



1. PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to describe the standard procedures to be followed when carrying out all aspects of the daily routine on the primate section. As individuals/species on the section change, this SOP will be updated accordingly.

2. INTRODUCTION

This SOP has been produced so that all persons involved in the process of servicing primates can follow the procedure with ease.

3. SCOPE

This SOP applies to working on the primate section.

4. DEFINITIONS

4.1 Personal Protective Equipment (PPE)

All equipment and uniform that is available for personal protective use whilst at work.

5. RESPONSIBILITIES

5.1 Staff (ST)

Any staff that take part in process need to follow the specific procedures below. Please see risk assessment. Please make appropriate use of PPE available to you.

6. SPECIFIC PROCEDURE

6.1 Equipment

All necessary equipment is supplied for servicing animals. All equipment should be in good condition before it is used. Do not use if equipment is damaged.

PPE

Please make sure that you are aware of and wearing where necessary, appropriate PPE. This includes full uniform as well as gloves, masks and goggles/glasses.

6.2 Your Immediate Health

If you are feeling unwell or are exhibiting any cold or flu like symptoms, you should not be working with callitrichids as this can be fatal. If this is the case, it is your responsibility to contact your senior member of staff and arrange cover with another member of animal staff.



6.3 Emergency Situations

Despite efforts to minimise risks when servicing animals, it is accepted that accidents can still occur. You are always required to have a radio on you when servicing primates, and to follow all protocols at all times. If you are off site (i.e travelling to vets), you must either have your personal mobile on you, of which your immediate senior staff member must hold the number of, or a company mobile telephone.

6.4 Standard Procedure

<u>Time</u>	<u>Animal</u>	<u>What to do</u>
8-8.10am		Walk around, turn on lights and check all animals are alive, well and where they should be.
8.10-8.15		Get feeds out of fridge and prepare cleaning equipment and buckets.
8.15-8.20/25am	Slow Loris	Keep constant eye on her location. Check enclosure is secure, and animal is alive. Replace water bowl, remove faeces and old food, and put fresh food in. Check heating and temperature (too hot, too cold, and if so, what you can do about it). Wipe down platforms with Safe4 (1:50)
8.20-8.25/30am	Six Banded Armadillos	Place food as necessary, clean any faeces, service bugs/inverts in the building (can also come back to this later if it stretches time), wipe sides and clean windows. If dusty/dry, spray enclosure to increase humidity.
8.30-8.40am	Ground Cuscus	Clean enclosure, wipe down sides and platforms (with Safe4 (1:50) every other day), replace water and position food as required.
8:20-8:45am	Lemurs	Please check outside enclosures for damage before letting any animal outside. If the weather is good and we are on daylight saving time (March-October), you can check the lemur outsides and allow access before starting the nocturnal animals above). Check outside of lemur enclosures (Kevin/Isaac, and the big outside), give the lemurs access outside once secure. Remove old food, faeces and replace water in the bedroom areas. Wash windows daily (especially inside bedrooms where lemurs lean on them). Wash down any platforms and branching and turn over the soil. Feed a portion of their food in the morning for breakfast, and mix 'Simon' 'Ben' 'Casper' and 'Maurice' for the day. Sweep and de-cobweb keeper and public corridor and check heating/temperature and record on sheet. During Spring/Summer and days where weather is



		appropriate, you can check the outside enclosures before servicing the slow loris and let the lemurs outside once you have checked enclosures and placed breakfast portions outside. This means that the lemurs are allowed access outside for the longest amount of time possible.
8:45-9:30am	Fragile Forests/Small Monkeys	<p>Lights should be turned on at morning check with the potential exception of FF2 if timings are pushed. <i>Please check all outside enclosures before giving animals access outside (Including monkey forest).</i></p> <p>Begin with cleaning the 'bedroom'.</p> <p>(1) Goeldi Monkey enclosure FF7 - check all animals, remove old food and faeces. Give porcupine 2 figs (or other weight equivalent fruit from the approved list) in morning whilst cleaning. Scrub platforms, including douroucoulis bedroom (sweep bedroom daily), wash windows (inside and out), and scrape window seals to ensure no faeces on them. Scrub baskets, and remove old food off the floor. Feed the armadillos AM feed, give monkeys their food in two or more locations (more is beneficial to the group), replace water. Every other day, please use a sponge dampened with Safe4 (1:50) to wipe platforms. Then use the scraper lightly on the platform to remove dirt.</p> <p>(2) FF2 - check outside enclosure for damage, before allowing animals access. Check all animals, remove old food and faeces from floor and platforms. Scrub platforms and branches. Turn over the bark as much as possible (especially by window and entrance door to enclosure). Sweep back bedroom. Give porcupine 2 figs. Give tamarins their food (pellet, cake and veg mix) for the day. Replace water and put food out. Check heating/temperature. Repeat the steps in point (1) above in relation to scrubbing and disinfecting platforms.</p> <p>(3) FF5 - check outside enclosure for damage before allowing animals access.</p> <p>Remove old food and faeces from enclosure, and turn over the bark, especially by platform by public viewing window and corner platform. Replace water for both porcupine/monkeys, and scrub platforms and branching.</p> <p>Check heating/temperature. Repeat the steps in point (1) above in relation to scrubbing and</p>



		<p>disinfecting platforms.</p> <p>(4) MF – Check the outside enclosure and allow the monkeys access outside BEFORE entering their house. This will reduce stress on the monkeys as they have a means of 'escape'.</p> <p>Feed pellet, cake and veg mix inside. Scrub and wipe platforms. Check heating/temperature. Repeat the steps in point (1) above in relation to scrubbing and disinfecting platforms.</p> <p>--</p> <p>NOTE: Goeldi monkeys cannot fit their arms through the cage feeders. All other callitrichids can.</p> <p>--</p> <p>This time allocation is more than enough time to thoroughly clean this building to a high standard, including public areas – branches, dust, cobwebs, washing plants and windows etc, and to get it done before morning break.</p> <p>If there are any issues or reasons why this routine requires changing please consult a more senior member of animal staff.</p> <p>REMEMBER THESE ANIMALS ARE DELICATE AND YOUR PRESENCE, BODY LANGUAGE, AND NOISE ALL IMPACT ON THEIR STRESS LEVELS.</p> <p>If an animal has a normal food type for the AM routine i.e just pellets – do not adjust it.</p> <p>*** PLEASE make yourself familiar with all aspects of the most recent version of the EAZA Callitrichid Best Practice Guidelines (2017). They have been emailed previously and they are available on the staff area of the website. This is paramount in you being able to offer these animals the best care you can. ***</p>
9.30		<p>Tidy buildings, empty bins that need it etc. Clean off show areas and/or cross over section if allocated.</p>



		This will be small mammals if it has been allocated.
9.50		Empty buckets, bin bags etc.
10.00		Usually break, however check board.
10.30		Meet the lemurs – If no experience, training, weighing or cross over section – Check with senior. Weigh day Wednesdays (Whole section)
11.00		Feeds
11.30		Lemur Talk
11.45		Finish feeds
		Check the board for allocated breaks and lunches. Afternoon time can be spent weighing, training, making enrichment, extra cleaning, deep cleaning, tidying, collecting browse, and completing jobs lists.
1.30		Feed out gum feeds. Use 'licki' mats, trays, or preferably enrichment gum feeders rather than branches/logs unless they are specifically for gum use. Enrichment/Collect browse etc. Check talks/ Check with senior/ Finish unfinished jobs.
3.00		Feed goeldi monkeys their fruit (spike out), and place douroucoulis fruit in bedroom and shut the slide. Feed out callitrichid insect feed. Check talks/ Check with senior.
4.15		Diary/Emails/Paperwork (weights, training, enrichment)/ZIMS
4.30		Feed out rest of lemur feeds – Callitrichid feeds are normally all fed out by now. Feed rest of douroucoulis food out (place on platforms or spike around enclosure), and open slide to allow access into main FF7.
4.35-4.40		End of day jobs
4.50		Turn lights off, lock up buildings, and complete lock up sheets.
5.00		Complete tidying and small jobs ready for tomorrow, whether you are in or not. Wait for senior to check sections and say keys and radios can be returned. Get changed and go.



7. FORMS/TEMPLATES TO BE USED

SRS's and MZR's.

8. INTERNAL AND EXTERNAL REFERENCES

8.1 Internal References

8.2 External References

9. CHANGE HISTORY

SOP no.	Effective Date	Significant Changes	Previous SOP no.