

**UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
PLANT PROTECTION AND QUARANTINE**

**CONTAINMENT GUIDELINES
For the Receipt, Rearing and Display of
Nonindigenous Arthropods in Zoos, Museums, and
Other Public Displays**

Revised 03/02 (Zoo, Museum, Public Display of Arthropods)

CONTAINMENT GUIDELINES FOR THE RECEIPT, REARING AND DISPLAY OF NONINDIGENOUS
ARTHROPODS IN ZOOS, MUSEUMS, AND OTHER PUBLIC DISPLAYS

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GUIDELINES FOR CONTAINMENT OF FOR THE RECEIPT, REARING AND DISPLAY OF NONINDIGENOUS ARTHROPODS IN ZOOS, MUSEUMS, AND OTHER PUBLIC DISPLAYS

I. PURPOSE OF THIS DOCUMENT:

These guidelines are a reference to help you (the owner, director, operator or manager of a zoo, museum or other public display) design, build, maintain, and operate a containment facility for the following types of organisms which will be used in the following activities: nonindigenous, known species of plant pests, from pure cultures, of relatively moderate to low risk as determined by PPQ. These organisms will be used for education in zoos, museums, and other public displays. These organisms will be displayed in secured, locked cages. If you wish to take nonindigenous organisms out of cages in the Display area, contact the PPQ permitting group. If this action can be allowed, PPQ permitting specialists may require additional containment features and will add conditions to your permit.

These guidelines list standards and recommendations to prevent escape of known plant pests into the United States and prevent escape of any described and undescribed contaminate organisms, such as: plants, hyperparasites, plant and arthropod disease organisms, arthropods, etc.

For containment guidelines on field-collected or unknown species of imported invertebrate plant pests for use in public display, call (301) 734-5304 and request, CONTAINMENT GUIDELINES FOR NONINDIGENIOUS PHYTOPHAGOUS ARTHROPODS AND THEIR PARASITES, PARASITIODS AND PREDATORS.

During inspections or reinspections of your facility, USDA, APHIS, PPQ personnel will review these guidelines and any risk mitigation instructions that may accompany your permit. When your facility meets containment standards and risk mitigation instructions, USDA-APHIS-PPQ will approve your facility to receive appropriate permits.

Components of this Document:

To facilitate your permit(s), your containment site must meet the “**Standards**” listed in the grey, shaded boxes. Numerous engineering designs may be available to help you meet these standards. **We strongly encourage you to discuss engineering aspects with qualified professionals.** Professionals know state, local and federal laws that regulate construction. Laws, that the PPQs scientists have no knowledge of, may regulate the installation of emergency doors, incinerators, air intake and exhaust ducts, emergency lighting, plumbing, and many other features. In addition, the design, construction and operation of your containment site may vary depending on the organisms you wish to contain and your location.

The “**Suggestions**” listed under each Standard are methods or equipment that are commonly used at this time to accomplish each containment standard. This document offers information on construction, equipment, and operational topics that PPQ currently considers prior to issuing a permit for nonindigenous arthropods used in public displays. However, you may have alternative methods to contain these organisms.

USDA, APHIS, PPQ welcomes alternatives that are proven to meet or exceed the standards. To insure timely permitting, please review this document, and research design alternatives. Once design options are narrowed, call or fax PPQs Containment Facility group at (301) 734-5304 or FX (301) 734-8669 and continue discussions as the facility is planned and built.

PRIMARY PERFORMANCE CONDITIONS – Zoos and Museums

The inspection and permitting procedures of the USDA APHIS are intended to prevent the release of nonindigenous plant pests to the environment of the United States. Accidental or purposeful release of these organisms is a violation of the [Plant Protection Act](#). As a consequence, the following conditions are used as actionable thresholds for facility performance:

- 1. If an official of USDA APHIS finds a single individual of a permitted nonindigenous species (adult or immature) in the environment surrounding a facility, then the facility will be immediately closed to public access. No further organisms will be received or exhibited in the facility until the escape problem is corrected. The facility will not be re-opened to the public until it is re-inspected. A second incidence of escape may result in the permanent withdrawal of all Permits.**
- 2. If an official of USDA APHIS finds more than two living organisms at any time in any interior vestibule of the receiving/rearing area, then the facility may be closed to public access until the escape problem is corrected.**
- 3. If an official of USDA APHIS finds more than two living organisms at any time outside a cage in the Display area of the facility, then the facility may be closed to public access until the escape problem is corrected. Organisms identified on the facility’s permit to be exhibited outside cages for educational shows are exempt, as long as such uncaged organisms are under the constant control of the applicant or a designated representative.**

These Performance Criteria apply to all containment facilities and permits issued to those facilities as described by this document.

II. CONSTRUCTION STANDARDS FOR THE ENTIRE CONTAINMENT STRUCTURE

CONSTRUCTION STANDARD A. Locate the facility in areas with minimal human, agricultural and environmental risk. Identify the facility as dedicated and secure.

SUGGESTIONS:

1. Locate the facility in areas relatively free of agricultural zones, environmentally sensitive areas (e.g. areas with endangered species that may be negatively impacted by accidental release), high risk microclimates (e.g.. known flood zones) or other high-risk areas.
2. If possible, design the containment facility as a separate, dedicated building. Always design and build the facility to prevent pest escape.
3. At the public or main entry, post:
 - Containment director/ containment officer name and contact numbers.
 - Emergency telephone numbers.

CONSTRUCTION STANDARD B. Design the Floor Plan to prevent escape of the enclosed organism(s).

SUGGESTIONS:

1. Plan at least two adjacent rooms for the contained organisms;
 - The first room or ‘Receiving and Rearing Room’, is for the receipt and manipulation of contained organisms. This room may be a glasshouse, and it may include a laboratory and other rooms.
 - The second room is for public display of contained organisms. This room may also be a glasshouse.
2. Build a vestibule at the entry/exit of the ‘Receiving and Rearing Room’.
3. See section III. CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS for recommended features of the Receiving and Rearing Room, the public Display Room, and glasshouse.
4. Build public restrooms outside of containment rooms. However, if restrooms must be built inside a containment room, use the same construction standards as listed for that type of containment room.
5. Build offices outside of containment areas.
6. Install self-closing doors throughout the containment areas.
7. Install exterior doors that lock.
8. Install windowless doors, or block the windows of the most interior doors leading from the Receiving and Rearing Room with blinds or other covers to prevent organisms from moving toward light, toward the doors and beyond.
9. Air movement within the facility must be zero or negative, **not** positive

CONSTRUCTION STANDARD C. CONSTRUCT WALLS, CEILINGS AND FLOORS THAT ARE IMPENETRABLE TO THE ENCLOSED ORGANISMS, AND WITHSTAND REPEATED CLEANING AND DECONTAMINATION.

SUGGESTIONS:

1. Construct the walls and ceilings from building materials that resist moisture and withstand repeated decontaminations with bleach or other caustic solutions. Suspended or dropped ceilings are not acceptable in the receiving/ rearing room.
2. Install floors that are impenetrable to the organism and withstand repeated cleanings. Monolithic (in one-piece) floors, e.g. poured concrete, are desirable. Wood floors are not acceptable.
3. Seal junctions, holes or penetrations of walls, ceilings, and floors with plaster, caulk, or equivalent materials
4. Paint the ceilings and walls with a light-colored, washable paint.

CONSTRUCTION STANDARD D. Windows are not required, but if they are installed, use Windows that are impenetrable to the enclosed organisms.

SUGGESTIONS:

1. Install glazing that resists breakage (double- paned glass, Plexiglas, etc.).
2. Install windows that do not open, or if windows open, cover openings with 16-mesh screen.
3. Seal joints between the glazing, windowsills, frames, etc. and walls with appropriate materials.
4. Store extra window panels nearby for emergency use.

CONSTRUCTIONS STANDARD E. Install Doors that contain the organism and contribute to the security of the facility.

SUGGESTIONS:

1. Install self-closing doors throughout the containment areas.
2. Install exterior doors that lock.
3. Lock emergency exit doors from the outside.
4. Install audible alarms that activate when emergency exit doors are opened.
5. Post signs on the exterior and interior of the emergency door that state, “USDA, APHIS Containment Facility - Emergency Exit Only”.

CONSTRUCTION STANDARD F. Design and install an **HVAC System** (Heating, Ventilation and Air Conditioning) that prevents escape of the contained organisms.

SUGGESTIONS:

1. If possible, install an HVAC system dedicated to the containment areas. If not possible, then insure actions are taken to prevent organism escape through HVAC air ducts that are connected to other areas or buildings.
2. Install metallic screen of at least 16 mesh in size, over all air sources and vents to prevent the escape of contained organisms.
3. To slow the clogging of the screens and the subsequent reduction in HVAC efficiency, ask your design engineer about dust filters placed in front of the filters.
4. When exterior doors are opened, air should move from the outside environment to inside the containment areas.
5. Air should move from the least to most hazardous rooms (i.e. from Display to Receiving and Rearing Room).
6. Seal connections in air ducts, plenums, boots, etc. with caulk or an equivalent material.
7. Seal vent housings to interior surfaces with caulk, building foam, silicon, or an equivalent material.
8. Install filters and screens in the HVAC system so they are easy to clean, decontaminate and replace.

CONSTRUCTION STANDARD G. Design and install an **Electrical System** that is impenetrable to the contained organisms.

SUGGESTIONS:

1. Install weatherproof electrical boxes, receptacles, light fixtures, and switches in all containment rooms.
2. Seal electrical boxes, lighting, switches, wiring, conduit, etc. with appropriate materials (caulk, foam, etc.) that are impenetrable to the contained organisms and can withstand repeated decontaminations with bleach or other caustic solutions.

CONSTRUCTION STANDARD H. Design and install a **Plumbing System** to contain the organisms and remove liquid wastes.

SUGGESTIONS:

1. Seal drains (sink, floor, shower, etc.) with metallic 16-mesh screen. **Nylon, fiberglass, and**

plastic screen are not acceptable.

2. Install a sink in the Receiving and Rearing Room for cleaning equipment.

III. CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS.

CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS A. Build Glasshouses with security and containment features. (Glasshouses may be used for organism display and/or Receiving and Rearing Rooms. If used for these purposes, also review the standards listed under those rooms.)

SUGGESTIONS:

1. Construct the foundation of concrete, concrete block, brick, or similar material.
2. Extend the foundation below the soil line to insure a permanent and stable structure.
3. Construct glasshouse floors of materials that are impervious to the contained organisms and can withstand repeated disinfection with caustic liquids.
4. Install a frame strong enough to support the translucent walls and ceilings.
5. Install translucent wall and ceiling materials strong enough to guarantee the security of the facility. Plexiglas, lumite, lexon, safety glass, and wire-reinforced glass are acceptable. Polyethylene, vinyl or plastic sheeting are NOT acceptable.
6. Seal junctions and joints between frame, panels and foundation with a suitable caulk or equivalent material.
7. Consider the installation of screens over the roof to protect it from hail.
8. Install doors between the glasshouse and other containment rooms that seal completely to their frames.
9. Regardless of its use, if containment glasshouse is a detached structure, install a vestibule at each entry and /or exit. (See specialized room section on Vestibules for instructions on installing air curtains and vestibules.)

CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS B. Build Public Display Rooms with security and containment features that allow entry and exit of visitors, but prevent exit of contained arthropods.

SUGGESTIONS:

1. Minimize the number of entry and exit areas to help monitor visitors.
2. Seal floors with durable, impenetrable materials that withstand repeated decontaminations.
3. Install baseboards at the junctions of the floor and walls to seal crevices and help collect arthropods on the floor.
4. For the interior door from the Display Room, install a windowless door, or block the door window with blinds or other covers to prevent organisms from moving toward the doors and beyond.
5. Carpeting may be used in the Display area.

CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS C. Build Receiving and Rearing Room with security and containment features that prevent escape of arthropods, their parasites, and pathogens.

SUGGESTIONS:

1. Install floors that are impenetrable to the contained organism. Monolithic (one-piece) floors, e.g. poured concrete are preferred. Wood floors should be avoided.
2. Seal floors with durable, impenetrable materials that withstand repeated decontaminations with bleach or other caustic solutions; for example, asphalt or vinyl tile, chemically resistant paint, etc.
3. Seal junctions, holes or penetrations of walls, ceilings, and floors with plaster, caulk, or equivalent materials.
4. Insure the room is large enough for refrigerators, incubators, temperature cabinets, etc.
5. Install a sink for cleaning and decontamination of the room.
6. Seal all sink, floor, and autoclave drains with 16-mesh metallic screens.
7. Install a vestibule at each entry to this room. (See section III. CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS—Vestibules.)
8. For the most interior door to the receiving rearing room, install a windowless door, or block the door window with blinds or other covers to prevent organisms from moving toward the doors and beyond.
9. Install thresholds and gaskets that completely seal all doors to and from this room with their frames.
10. Seal the ceilings and walls with a light-colored, washable paint. Suspended or dropped ceilings are not acceptable in the receiving/ rearing room.
11. Install baseboards at the junctions of the floor and walls to seal crevices and help collect arthropods on the floor.
12. Install a telephone(s) or intercom system in the rearing room to reduce movements in and out.
13. Post a sign on the outside of the most exterior vestibule door of the receiving/rearing room stating “USDA Inspected Containment Room - Authorized Personnel Only.”

CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS D. Vestibules

SUGGESTIONS:

1. If all organisms are in secure cages in the Display areas, vestibules may not be necessary for the Display room.
2. Install a vestibule for each entry/exit to the Receiving and Rearing Room.
3. Build each vestibule at least 6 feet long from door threshold to door threshold.
4. Install a light in the vestibule that turns on when any vestibule door is opened.
5. Insure that vestibules are darker than adjacent rooms.
6. Insure vestibule doors interlock so that only one door can be opened at a time.
7. Install a solid, windowless door for the most interior vestibule door.
8. Install thresholds and gaskets that seal the exterior and interior doors with their frames and thresholds.

CONSTRUCTION STANDARDS FOR SPECIALIZED ROOMS E. This room is not required for containment, however if installed in the containment area, **Restrooms must prevent organism escape.**

SUGGESTIONS:

1. If installed in the containment area, place restrooms in a lower risk room (the Display Room).
2. Seal vents or operable windows of this room with 16 mesh metallic screen.

IV. EQUIPMENT STANDARDS

EQUIPMENT STANDARD A. Use Benches, Tables, Furniture and Equipment that are easy to inspect and clean.

SUGGESTIONS:

1. Install work surfaces and laboratory furniture (bench tops, cabinets, tables, etc.) that are water resistant, impervious to arthropods, and resistant to caustic chemicals and heat.
2. Insure spaces between benches, wall cabinets, and equipment are easy to clean and inspect.
3. Dedicate cleaning equipment (mops, brooms, buckets, etc.) for use only in the containment areas, and store them in their respective containment areas.

EQUIPMENT STANDARD B. Use equipment to Sterilize or Decontaminate solid waste (e.g. contained organisms, soil, plant material, solid waste, and contaminated or infested articles) before removing it from the facility.

SUGGESTIONS:

1. Install an autoclave. Conduct tests to evaluate effectiveness of autoclave.
2. Supply the Receiving Room with insect killing jars, alcohol (at least 70%), and bleach solutions (at least 10%) to kill undesirable organisms (e.g., parasites and pathogens) and decontaminate other biological materials.
3. A freezer or microwave may be used to kill organisms, but are not approved to sterilize or decontaminate materials, including dead organisms.

EQUIPMENT STANDARD C. Use Cages and Containers to confine arthropods.

SUGGESTIONS:

1. Construct cages from glass, Plexiglas, polycarbonate, etc, to prevent arthropod escape and prevent escape by chewing holes in cages.
2. Equip at least one cage with sleeves to manipulate arthropods received from overseas. Construct the sleeves of a tightly woven material and make them sufficiently large for personnel to insert their arms and equipment (aspirators, etc.)
3. Cover cage ventilation areas with at least 16-mesh metallic screen.
4. Insure cages are easy to clean and disinfect.
5. Anchor cages in the Display area to a solid structure to prevent visitors from tipping or pushing the cages.
6. Lock cages in the Display area to prevent visitors from gaining direct access to organisms.

V. OPERATIONAL STANDARDS

OPERATIONAL STANDARD A. A **Containment Director** is responsible for the daily operation of the facility and its containment capabilities.

SUGGESTIONS:

A **Containment Director** is responsible for containment of the organisms in the facility. He/she also maintains a copy of the Standard Operating Procedures (SOP) Manual for the facility. SOPs contain directions for normal use, maintenance, testing, and disinfection of the facility and its equipment.

SOPs also describe how to:

- Respond to emergency events (power outage, fire, glass breaks in containment area, flood, etc.).
- Replace translucent panels in glasshouse.
- Monitor visitors.

Copies of SOPs should be available to workers within the containment areas. Date revisions.

Containment Director:

- Implements the SOPs and permit conditions.
- Trains employees and/or authorized personnel in the SOPs
- Updates construction records (blueprints) for the facility.
- Maintains daily, weekly and monthly maintenance records of the facility.

And the **Containment Director** updates these lists as indicated:

- The names and phone numbers of people to call during emergencies, as changes occur.
- Authorized personnel, as changes occur.
- Incoming and outgoing shipments of permitted organisms, including dead or destroyed incoming organisms, by January 31 of each year.

SOPs also describe procedures related to all operating standards listed below:

OPERATIONAL STANDARD B. Only **Authorized Personnel** have complete access to the facility.

Once your facility is approved to receive plant pests, the behaviors of people who have access to your facility will have far more impact on the containment of the organism than any containment feature. Your selection of individuals to work in this facility is critical to maintenance of plant pest containment. In addition to picking good personnel, please consider the suggestions below.

SUGGESTIONS:

1. Train authorized personnel in the SOPs.

2. List the personnel authorized to enter the Receiving/Rearing room.
3. Insure emergency exit doors are not used routinely as an entrance, remove handles from exterior, etc.
4. Lock exterior doors when public display hours are over.
5. Lock the most exterior door of the vestibule to the Receiving Room to restrict entry to authorized facility personnel (the public is not allowed in the receiving room).

OPERATIONAL STANDARD C. Manage Visitors in the display area to prevent them from causing the escape of any contained arthropods.

SUGGESTIONS:

1. When the display is open to the public, assign at least one readily identifiable employee to the Display area to prevent the accidental or intentional removal of arthropods by visitors.
2. Visually inspect visitors as they exit the vestibule chamber and remove hitchhiking arthropods from clothing, hair, etc. If mirrors are placed in the vestibule, the visitors may inspect themselves or facility personnel can assist. If mirrors are used, post instructions on how to inspect in the vestibule chamber.
3. Prevent visitors from removing dead arthropods from the display area.
4. Restrict access to the Receiving Room to authorized personnel only.

OPERATIONAL STANDARD D. Wear and handle personal Apparel to minimize the risk of organism escape.

SUGGESTIONS:

1. Insure employees wear a laboratory-style coat or light-colored overalls in the receiving/rearing areas and remove them and place them in the vestibule, before leaving the areas.
2. Prohibit entry of overcoats, hats, purses, etc. into the Receiving and Rearing Room, as these articles may allow an organism to hide and escape.

OPERATIONAL STANDARD E. Clean and Disinfect the interior of the facility, its waste, and its equipment regularly.

SUGGESTIONS:

1. Do not flush biological wastes, including treated materials, down the drains.
2. Autoclave or sterilize solid wastes (cultures, plant materials, soil, trash, etc.) before disposal.
3. Periodically collect dead adults from the display area and sterilize them. Dead insects may be donated to educational institutions (inquire with the United States Fish and Wildlife Service for requirements for the receipt, possession and movement of dead specimens).
4. Clean the Receiving Room (walls, floors, and tops of benches) regularly and thoroughly with a solution of at least 10% bleach or equivalent disinfectant to reduce or eliminate pests, pathogens and other contaminants.

5. Eliminate undesired pests and pathogens (e.g., crickets, aphids, mealy bugs, whiteflies, etc.) from the facility
6. Dedicate cleaning equipment (mops, brooms, buckets, etc.) for use only in the containment areas, and store it in respective containment areas.
7. List materials and methods used to clean and disinfect the facility and its equipment.
8. Wipe sleeve cages after each use with a solution of at least 10% bleach or equivalent disinfectant.

OPERATIONAL STANDARD F. Open and Handle packages of permitted organisms to prevent organism release.

SUGGESTIONS:

1. Open packages from foreign sources in the Receiving and Rearing Room.
2. Place foreign source packages in a sleeve cage before opening.
3. If the following are discovered in the imported packages, destroy (kill, autoclave, or incinerate) them immediately:
 - Permitted organisms that are parasitized or hyperparasitized.
 - Contaminate parasites, or predators of the permitted organisms.
 - Permitted organisms that appear diseased or deformed.
 - Plant materials.
 - Organisms for which you lack a permit.
4. To kill and disinfest the above items, do one of the following--autoclave, incinerate, or put in minimum 10% bleach or 70% alcohol solution. **Treatment by freezing or with microwave ovens is not acceptable for decontamination.**
5. Autoclave or incinerate packing materials immediately after the removal of specimens and cultures. Incinerate or thoroughly wipe boxes and packing materials not in contact with insects or arthropods with a bleach or alcohol solution prior to disposal or reuse.
6. Lock and secure all cages on display to prevent the public from opening, moving, or knocking over cages.
7. Move cages to the Receiving/Rearing Room before opening.
8. If PPQ permit specialists allowed you to take specific organisms out of cages in the Display Room (as per your permit), a handler/curator, who is trained in the behavior of that organism, is the only person who may display it outside of the cage.

OPERATIONAL STANDARD G. Start, grow, and store cultures with minimal exotic contaminants.

SUGGESTIONS:

1. List all nonindigenous plant materials used to rear herbivores, update as changes occur.
2. Confine all arthropods in cages that prevent escape.
3. Feed only indigenous plant materials to imported organisms in the rearing and Display Rooms. Destroy contaminate organisms as soon as detected.
4. Autoclave, incinerate or decontaminate materials used for rearing permitted organisms (old feeding media, soil, leaf litter, plant twigs, etc.) before removing from the facility.

OPERATIONAL STANDARD H. Follow all PPQ Regulatory Requirements for organisms received reared in or released from the facility.

SUGGESTIONS:

1. Meet all PPQ requirements or conditions as listed in permits for organisms kept in the facility. Permits from other Federal and State Agencies may also be required for certain plant pests. Receipt of USDA Plant Pest Permits does not relieve applicants from the responsibility of obtaining other permits. USDA Permits may be withheld or revoked if other Federal and State requirements are not satisfied.
2. Contact the State Department of Agriculture to determine whether they need reference or voucher specimens.
3. Obtain permission from PPQ prior to shipping organisms outside of the facility.
4. Maintain a list of all organisms described in PPQ permits (including those received dead, diseased, parasitized and destroyed), that enter and leave the facility. Submit the above list to USDA APHIS PPQ (at address below) by January 31 of every year.

USDA, APHIS, PPQ, PPE, Unit 133
4700 River Road, Riverdale, MD 20737
Phone (301) 734-8896
FAX (301) 734-4300

5. If the facility stops operating as a containment facility, either temporarily or permanently, notify PPQ. Either closure may require PPQ inspection to release it from containment requirements. Permits will be cancelled for facilities closed for over 6 months. Reopening of any facility that was previously closed requires a new inspection.
6. Notify PPQ of any structural or containment changes prior to implementation, the development of blueprints, signing of construction contracts, start of construction, etc.
7. Send SOP and blueprints to:

Containment Facilities Program Assistant
USDA, APHIS, PPQ, PPE, CF, Unit 133
4700 River Road, Riverdale, MD 20737
PH (301) 851-2046
FX (301) 734-5392