

SOP No. 2.3.10.01

TITLE: GUILLOTINE USE AND MAINTENANCE

## **I. SCOPE**

This document covers the procedures used by Rutgers University investigators and staff to determine the correct operation and functioning of guillotines used in all animal facilities.

## **II. OBJECTIVE**

These procedures will provide assurance that guillotines are operated competently to ensure minimal animal distress, and are serviced regularly and checked for sharpness.

## **III. RESPONSIBILITY**

Principal Investigators or designees are responsible for implementing these procedures and maintaining guillotines.

## **IV. PROCEDURES**

### **EUTHANASIA BY DECAPITATION WITH GUILLOTINE**

Euthanasia of rodents, small rabbits, birds, amphibians and fish by decapitation with a guillotine or, in the case of small animals, another cutting instrument such as scissors, is permitted when scientifically justified by the user in the protocol review form and approved by the Animal Care and Facilities Committee (ACFC).

The individual performing euthanasia by decapitation must demonstrate technical competency in the procedure to a veterinarian as a condition of approval.

Decapitation procedure

- i. Ensure that the guillotine or other decapitating cutting device is in good operating condition and that the blades are sharp.
- ii. Place the animal's neck in the guillotine or other cutting device.
- iii. Ensure that the operator's digits are away from the animal's neck then close the cutting device to sever the neck, separating the animal's head from its body.
- iv. For reptiles and amphibians decapitation should be followed by pithing.

### **MAINTENANCE**

The guillotine should be cleaned during use to keep blades clear of hair and tissue which may affect cutting ability. Clean thoroughly after use.

Blades may be sharpened internally:

Rutgers University Cook College Machine Shop  
Contact Steve Williamson  
Tel # (732) 932-9753

OR sent to the following company for sharpening:

Repairs Department,  
George Tiemann & Company  
25 Plant Avenue  
Hauppauge, NY 11788  
Tel # (800) 843-6266 or (516) 273-0005  
Fax # (516) 273-6199