FONDAZIONE GUIDO BERNARDINI
BETTER EDUCATION FOR BETTER SCIENCE

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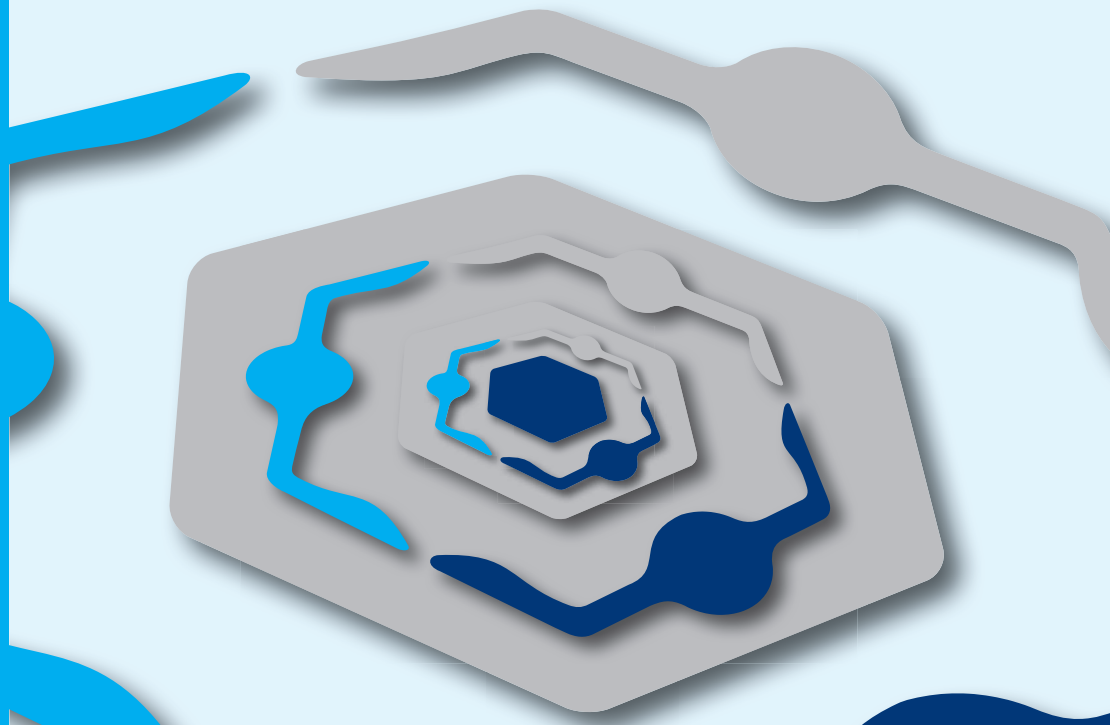


COURSES AND SCIENTIFIC EVENTS 2016

THE FONDAZIONE GUIDO BERNARDINI IN BRIEF

The Fondazione Guido Bernardini (FGB) is an international non-profit organization dedicated to education and training of personnel involved in laboratory animal care and use. FGB scope and objectives are mainly focused on courses that provide continuing professional development and scientific events on timely issues in laboratory animal science and welfare.

Our motto is: NEVER STOP LEARNING

FONDAZIONE GUIDO BERNARDINI (FGB) MISSION

The topics of FGB training programmes and scientific events comprise the most relevant aspects of laboratory animal care and use, such as: high quality standards of hygiene, husbandry practices, personnel health and safety, animals' health monitoring, management of genetically modified rodents, management of facility resources including human resources, the implementation of the Three Rs, etc.. Such themes are addressed taking into consideration new technological developments and scientific needs of research.

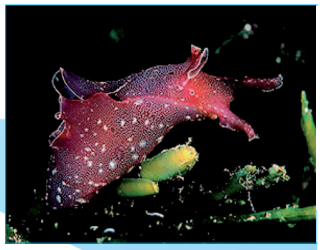
The target audience of our initiatives is represented by: facility managers and assistants, veterinarians, technicians, researchers, members of Animal Welfare Bodies, quality managers, etc..

FGB courses and events are often held in collaboration with prestigious research organizations in Europe and other regions of the world.

COURSES

FGB courses maintain high standards in teaching quality and include a variety of topics from which you can choose one that best suits your needs. Recently, the educational portfolio of FGB has been enriched and new courses added. We offer either specialist training as maintenance of competence or continuing professional development and basic courses for personnel at entry level.

International students attending our educational activities benefit from small class sizes and also have the opportunity to interact among them and with teachers in a productive learning environment. We also have gained considerable experience in developing and performing tailored courses to meet specific needs. Constructive collaborations have been established with prestigious international scientific associations and organizations that have resulted in successful scientific events in regions beside Europe, for example in Asia, in Russia, and most recently, in Australia.

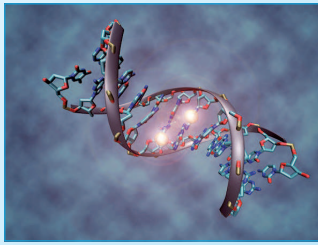


Also for the future, we are prepared to offer training activities adequate to the increasing needs in terms of quality and quantity of the "laboratory animal community".

SCIENTIFIC EVENTS

International Workshops, Conferences and Seminars are held by the Fondazione on timely subjects in laboratory animal science and technology. Our scientific events attract professionals who can find an ideal environment to exchange expertise, ideas and experience with colleagues on issues of common interest.

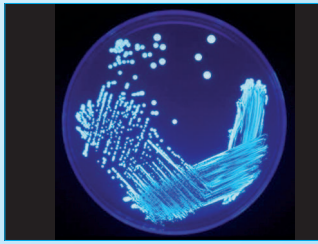
The speakers are renowned international experts who greatly contribute to the success of the events and enthusiastically assist participants to enhance and update their knowledge and skills in best practices and technologies in the care, welfare and use of laboratory animals.



CERTIFICATION and CPD credits

Each participant receives a certificate that attests the completion of a course or attendance to a scientific event.

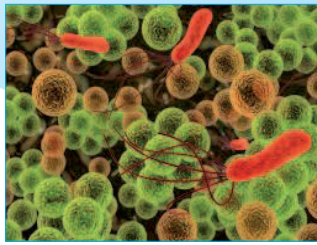
FGB training activities award continuing professional development (CPD) credits by the Institute of Animal Technology (IAT), the Royal Society of Biology and the Swiss Veterinary Association.



THE ORGANIZATION

FGB is supported by the Scientific Committee (SC) that is composed of international, highly reputable experts in different areas of laboratory animal science. They enthusiastically oversight and contribute to the excellence of educational and scientific programmes.

The training faculty comprises renowned professionals with extensive experience including: LAS specialists, veterinarians, facility managers, engineers and architects, quality control managers, etc. The training team covers a variety of topics modulating the programme through constant interaction with the participants.



WHO SHOULD ATTEND FGB COURSES AND SCIENTIFIC EVENTS

All those working with laboratory animals at various levels and with different roles can benefit from our training proposals in order to be updated and informed on the latest technologies in many aspects of the laboratory animal sector.

As evidenced by the feedback surveys of FGB past courses, attendees show a very high level of interest for the lectures and positive appreciation of teachers' performance and competence. Aspects that are particularly highly valued are the level of interaction between participants and teachers and the ability of the latters in conveying ideas and information to the attendees.

Facility Managers and Supervisor, Veterinarians, Technicians, Laboratory Biologists, Animal Welfare Officers, etc. are all invited to join our classes and participate into lively and interesting discussions.

FONDAZIONE GUIDO BERNARDINI
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Réseau des animaleries lémaniques

Invertebrates as Alternative Models in Biomedical Research

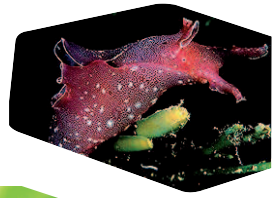
12 February 2016

INTERNATIONAL SEMINAR

iat cpd credits: **7**points - Royal Society of Biology: **21** credits

1 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

Invertebrate animals have been widely used as models for biomedical research and teaching since the late 1800s. In the past decades the scientific community has increased its interest in such species also to respond to the public concerns regarding the use of vertebrate animals.



Investigations on invertebrate models can provide biological insights relevant to other organisms and have led to important discoveries in many areas of research such as immunology, neurobiology and behaviour.

Model invertebrates offer many advantages over vertebrates, including their short life cycle, simple anatomy and cost-effectiveness due to the ease with which large numbers of individuals may be studied.

This international seminar will illustrate the potential of some species of invertebrates to contribute to biomedical research as model organisms to reveal fundamental biological processes including those involved in disease. Also concepts relevant to ethics and potential for suffering will be covered.

The models reviewed will hopefully serve as references for scientists, researchers, veterinarians, animal welfare bodies, and others interested in alternatives to vertebrate animals

CHUV: Centre Hospitalier Universitaire Vaudois Lausanne, CH

Friday 12 of February

Registration	07:30 - 08:20
Welcome and opening addresses	08:20 - 08:30
Assessing the potential for pain in invertebrates Robert W. Elwood	08:30 - 09:30
How the tiny worms C.elegans could help in biomedical research? Laurent Mouchiroud	09:30 - 10:10
Coffee Break	10:10 - 10:40
Infecting amoebae with mycobacteria to study conserved mechanisms of innate immunity Thierry Soldati	10:40 - 11:20
Galleria Mellonella as an alternative experimental animal model to study fungal infections Alix Coste & Dominique Sanglard	11:20 - 12:00
Using drosophila to study gut-microbia interactions Julien Royet	12:00 - 12:40
Lunch	12:40 - 13:40
How is the concept of dignity of the living organism applicable to bacteria and insects? Bernard Baertschi	13:40 - 14:20
Neuroinflammation and microglia activation studies : a novel strategy using an invertebrate model, the medicinal leech Christophe Lefebvre	14:20 - 15:00
Coffee Break	15:00 - 15:20
Lymnaea as a model system to study age-related and amyloid-induced memory impairment George Kemenes	15:20 - 16:00
Aplysia and Helix snails as models for studying synaptic plasticity Mirella Ghirardi	16:00 - 16:40
A novel fly model of Parkinson's disease Emi Nagoshi	16:40 - 17:20
Closing remarks	17:20 - 17:30

Scientific Committee
Fabienne Chabaud - Réseau des animaleries lémanique, Switzerland
Marcel Gyger - Ecole Polytechnique Fédérale de Lausanne SV CPG, Switzerland
Gemma Perretta - Fondazione Guido Bernardini, Italy

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FONDAZIONE GUIDO BERNARDINI
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Organizing and Operating Activities in a Laboratory Rodent Facility

16th to 18th of March 2016, Milan - Italy

THREE DAY COURSE

iat cpd credits: **16** points - Royal Society of Biology: **44** credits

2,5 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

OBJECTIVES

The theme of this three-day course is the organization and management of laboratory animal facilities.
The continuous progress of technical tools in this field and the increasingly complex demand by the scientific community require appropriate and frequent updates of information. The expert faculty of this course will pay particular attention to the new technological developments and scientific needs of research and will accompany the participants through theoretical and practical activities that will improve their ability to face and solve everyday problems.

CONTENTS

Layouts, functional areas, equipment, and workflows; Bio-containment and bio-exclusion: definitions and technical solutions; Main procedures in "clean" and "dirty" areas; Washing and decontamination; Health monitoring programmes; Colony management; Staff training and management: duty assignment and working scheduling, per diem calculation and attribution.

RECIPIENTS

Facility and unit managers and supervisors, manager assistants, persons responsible for overseeing the welfare and care of animals, designated and assistant veterinarians, senior animal technologists, quality assurance managers.

Essential principles in the care and use of laboratory animals	Ethics; Animal welfare; The 3Rs
The animal facility: functional areas and workflows	Key components in an animal facility Workflows of animals, personnel and equipment: risks and possible solutions Pros and Cons of different choices when layouting Different functional areas
Bio-containment & Bio-exclusion	Bio-containment & Bio-exclusion: definition and meaning Bioprotection of staff; Allergen control Pathogens, protection of animals, staff and environment (BSL2 & BSL3) Technical solutions/barriers, primary containment - Filter Top - Isolators - Cubicles - Individually Ventilated Cages (IVC) Impact on the organization and workload
Cage change procedures	Pros and Cons of different procedures Integral cage change Vs partial cage changes: impact on biosecurity, workload, layout, and budget
Cleansing	Cleaning routine procedures in the animal facility
Washing	Washing: why, when and how Washing equipment Visually Vs. microbiologically clean Standard loads, special loads, cycles Use Vs non use of detergents
Autoclaving	Why autoclaving? Equipment and workload Standard cycles, preparation of loads Cycle monitoring Possible problems and drawbacks
Decontamination	Definitions and meaning Preparation of loads Validation and monitoring of decontamination cycles Pros and cons of chemical disinfection
Overview of the mouse facility of the research centre	Research activity and technological services Different activities in the animal units Layouts of the animal facilities; Ancillary areas; Equipment Work flows for people, animals and materials
Visit to "clean" area	Area entrance procedures Different functional areas Equipment Main procedures and workflows Overview of the experimental activities Breeding and maintenance of transgenic colonies Cage change procedures Sentinel animals: cage distribution, time table, sentinel replacement, rotation. Dirty bedding system in use
Visit to "dirty" area	Different functional areas and equipment Main procedures and workflows
Health monitoring programmes	Why should we worry about health monitoring? Microbiological agents and real risks FELASA recommendations IVCs and their impact on health monitoring Proposed approach to peculiar needs in IVCs health monitoring programmes Positive findings: what to do Quarantine procedures
Example of health monitoring programme in an IVC equipped facility	Health monitoring programme: organization and costs Interpretation of results
Management of routine activities in the facility	Animal care procedures – Technicians' weekly schedule Non-animal care procedures - Theory and practice
Budgeting and Per Diem calculation	Theory and practical examples

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FONDAZIONE GUIDO BERNARDINI
BETTER EDUCATION FOR BETTER SCIENCE

Organizing and Operating Activities in a Laboratory Rodent Facility

11th to 13th of April 2016

THREE DAY COURSE

OBJECTIVES

This three-day course aims to provide participants with an understanding of the organization and management of a laboratory animal facility in all its aspects. It also aims to help students to feel more confident with their everyday activities and technical tools.

The expert faculty of this course will introduce general and essential topics such as: animal biology and welfare and will go deep into more specific subjects such as: health monitoring and breeding of genetically modified rodents. They will pay particular attention to the new technological developments and scientific needs of research and will accompany the participants through activities that are aimed to improve their ability to face and solve everyday problems.

CONTENTS

Layouts, functional areas, equipment, and workflows; Bio-containment and bio-exclusion: definitions and technical solutions; Main procedures in "clean" and "dirty" areas; Washing and decontamination; Health monitoring programmes; Colony management; Staff training and management: duty assignment and working scheduling, per diem calculation and attribution.

RECIPIENTS

Facility and unit managers and supervisors, manager assistants, persons responsible for overseeing the welfare and care of animals, designated and assistant veterinarians, senior animal technologists, quality assurance managers.

King Faisal Specialist Hospital & Research Centre
Riyadh, Saudi Arabia

Essential principles in the care and use of laboratory animals	Introduction to laboratory rodents: Physiology and behaviour, recognizing distress, housing requirements. Ethics: Animal welfare; The 3Rs
The animal facility: functional areas and workflows	Facility planning and design Key components in an animal facility Workflows of animals, personnel and equipment: risks and possible solutions Pros and cons of different choices when layouting Different functional areas
Bio-containment & Bio-exclusion	Bio-containment & Bio-exclusion: definition and meaning Bioprotection of staff; Allergen control Pathogens, protection of animals, staff and environment (BSL2 & BSL3) Technical solutions/barriers, primary containment - Filter Top - Isolators - Cubicles - Individually Ventilated Cages (IVC) Impact on the organization and workload
Cage change procedures	Pros and cons of different procedures Integral cage change Vs partial cage changes: impact on biosecurity, workload and layout
Cleansing	Cleaning routine procedures in the animal facility
Washing	Washing: why, when and how Washing equipment Visually Vs microbiologically clean Standard loads, special loads, cycles Use Vs non use of detergents
Autoclaving	Why autoclaving? Equipment and workload Standard cycles, preparation of loads Cycle monitoring and Quality Assurance Possible problems and drawbacks
Decontamination	Definitions and meaning Selection of non heat-resistant equipment Preparation of loads Definition and monitoring of VHP cycles Pros and cons of chemical disinfection
Equipment logistic in the animal facility - Management of routine activities in the facility	Animal care procedures – Technicians' weekly schedule Non-animal care procedures
Health monitoring programmes	Recognizing clinical infection Why should we worry about health monitoring? Microbiological agents and real risks FELASA recommendations IVCs and their impact on health monitoring Proposed approach to peculiar needs in IVCs health monitoring programmes Quarantine procedures Positive findings: what to do
Breeding and maintenance of transgenic colonies	Housing and care of GA animals Colony management
Occupational health and safety	What is in OH &S Allergens and zoonosis Engeneering, practice and administrative controls
Description of participants' facility	Characteristics of the facility Peculiar technical solutions Problems to be discussed with speakers/other participants
Practical activities in the animal care unit	Visit of the facility

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Hands-on Training in Systematic Reviews of Animal Studies

12 April 2016

INTERNATIONAL WORKSHOP

ecm credits: **6** points - Royal Society of Biology: **18** credits

1 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

The Fondazione Guido Bernardini organises, in collaboration with SYRCLE (SYstematic Review Centre for Laboratory animal Experimentation) a one-day workshop on systematic reviews of animal studies. A systematic review is a structured and transparent method to thoroughly analyse studies already conducted and published in a particular field.

In clinical research, systematic reviews are already standard practice. In the field of animal experimentation, however, they are still rather uncommon, even though recent publications have shown that they have several important advantages. For example, systematic reviews may help improve the scientific quality of animal experiments, they may prevent unnecessary (duplication of) experiments and they may improve the translation of animal data to humans.

In this workshop, you will be introduced to the concept of a systematic review of animal studies and to concrete examples that show the advantages of this type of review. Moreover, you will get the opportunity to actually practice the different steps of which systematic reviews typically consist.

We cordially invite biomedical researchers directly or indirectly involved in animal experiments to participate in this hands-on training in systematic reviews of animal studies.

FGB Conference Centre, Varese Italy

Tuesday 12 April 2016

Registration	08:30 - 09:00
Welcome and opening addresses	09:00 - 09:05
Introduction to systematic reviews of animal studies	09:05 - 09:45
Introductory lecture: Identify "all" relevant animal studies	09:45 - 10:00
Computer practical 1a: Develop comprehensive search strategies	10:00 - 11:00
Computer practical 1b: Inclusion / exclusion of studies	11:00 - 11:15
Coffee Break	11:15 - 11:30
Introductory lecture: Validity of animal studies	11:30 - 11:50
Workshop assignment 2a: Criteria of validity	11:50 - 12:30
Lunch	12:30 - 13:30
Workshop assignment 2b: Risk of bias assessment	13:30 - 14:00
Introductory lecture: Data extraction and meta-analysis	14:00 - 14:45
Coffee Break	14:45 - 15:00
Computer practical 3: Data extraction and meta-analysis	15:00 - 16:30
Closure and evaluation	16:30 - 17:00

This workshop requires participants to bring their own PC with the program Review Manager (free meta-analysis software from the Cochrane Collaboration; http://tech.cochrane.org/revman/download) installed on it.

Scientific Committee

Rob de Vries - SYRCLE, Central Animal Laboratory, Radboud U.M.C., the Netherlands
Marcel Gyger - Ecole Polytechnique Fédérale de Lausanne SV CPG, Switzerland
Gemma Perretta - Fondazione Guido Bernardini, Italy

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Zebrafish: Husbandry, Care and Welfare

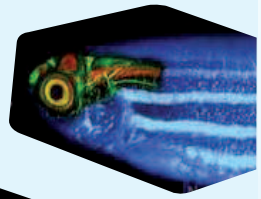
21st to 22nd of April 2016

WORKSHOP

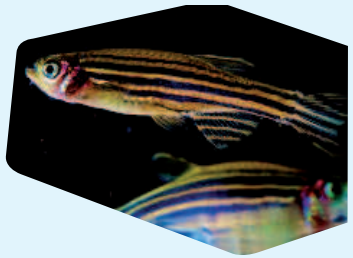
iat cpd credits: **12** points - Royal Society of Biology: **36** credits

1.5 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

FGB and University College London (UCL) have organised a workshop on the housing, care and welfare of Zebrafish used for scientific purposes.



The workshop will take place in the recently renovated aquatic facilities of UCL, London, UK; it is addressed to those professionals, animal caretakers and technicians, who relatively recently started a career in aquatics.



The workshop will include a theoretical part and hands-on practical training sessions.

Topics are: How to run an aquatic facility; Large scale stock management and breeding; Maintenance of systems and water quality; Health and disease monitoring; Anaesthesia.

You will actually be introduced to practical sessions on techniques like: fin clipping, sperm freezing and IVF and embryo injection.

University College London, UK

Thursday 21 April

Registration	09:00 - 09:45
Welcome and opening addresses	09:45 - 10:00
How to Run a Facility (Carole Wilson)	10:00 - 10:30
Coffee Break	10:30 - 11:00
Current Practices - Practical Sessions and Group Discussion	11:00 - 12:00
Housing (Heather Callaway)	
Handling and Sexing (Jenna Hakkesteeg)	
Feeding (Matt Wicks)	
Environment Enrichment (Karen Dunford)	
Recommendations and Guidelines (Carole Wilson)	12:00 - 12:30
Lunch	12:30 - 13-30
Management in the Context of Procedures (Carole Wilson)	13:30 - 14:15
Procedures - Lectures, Demonstration and Practical Sessions	14:15 - 17:45
Cryopreservation and Fin Clipping (Jenna Hakkesteeg)	
Levels of Anaesthesia (Karen Dunford)	
Coffee Break	15:15 - 15:45
Microinjection (Heather Callaway)	
Embryo Stages (Visila Moiche)	

Friday 22 April

Maintenance of Systems and Water Quality	09:30 - 10:30
Lecture (Karen Dunford)	
Practical Session (Matt Wicks)	
Coffee Break	10:30 - 11:00
Stock Management - Lectures and Group Discussion	11:00 - 12:30
Breeding (Heather Callaway)	
Genetics (Carole Wilson)	
Stock Centre (Visila Moiche)	
Larval Rearing (Paul Barwood)	
Lunch	12:30 - 13:30
Health and Disease Monitoring - Lecture and Practical Session	13:30 - 14:30
Karen Dunford	
Facility Tour (Paul Barwood, Heather Callaway, Visila Moiche and Matt Wicks)	14:30 - 15:15
Coffee Break	15:15 - 15:45
Case Studies (Karen Dunford & Carole Wilson)	15:45 - 17:15

Organizing Committee
Jan-Bas Prins - Fondazione Guido Bernardini
Carole Wilson - University College of London, UK

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FONDAZIONE GUIDO BERNARDINI
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Health Monitoring of Rodents: Traditional and Innovative Approaches

12th to 13th of May 2016, Milan - Italy

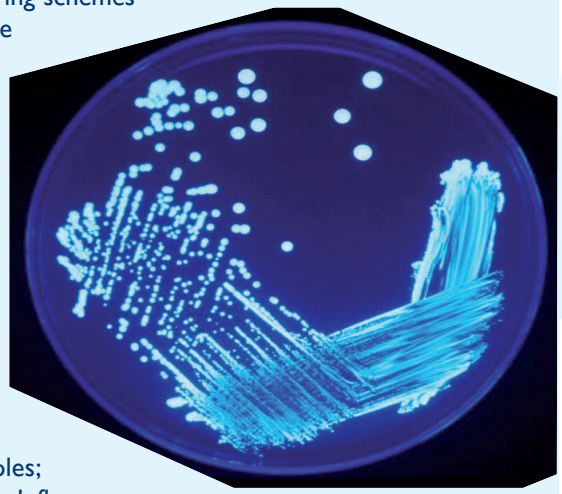
TWO DAY COURSE

iat CPD credits: **10** points - Royal Society of Biology: **27** credits

1.5 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

OBJECTIVES

The most advanced concepts of animal health and environmental monitoring will be provided by the expert faculty of this course.
The programme includes the description of different laboratory techniques, the most common health monitoring schemes and several other important aspects in the microbiological definition of rodent colonies. The participants will be offered interactive theoretical sessions combined with technical-practical approaches. A session on Microbiota will explore host–microbiota interactions in animal models.



CONTENTS

Traditional and emerging pathogenic agents; Relevant international guidelines; Selection of laboratory techniques for health monitoring of mice and rats; Practical applications in rodent units; Monitoring of incoming animals and biological samples; Disaster plan in case of confirmed infection; Influence of microbiota on animal models and monitoring techniques; Control of the macro- and micro-environment.

RECIPIENTS

Facility managers and supervisors, veterinarians, senior technologists, animal care and welfare officers and quality assurance managers.

Why should be worried about health monitoring?	Traditional and emerging agents FELASA recommendations
Laboratory techniques for health monitoring investigation	Reliability Alternative methods New laboratory techniques Interpretation of results Monitoring of biological specimens
Individually ventilated cages (IVCs)	Impact of IVC system on prevalence of infections and on health monitoring scheme
Health monitoring programmes in different caging systems	Proposed approaches to the health monitoring programmes with different caging systems • Open cages • Microisolators (static filter top cages) • Isolators • IVCs Costs of health monitoring programmes
Innovative approaches for health monitoring	PCR for environmental monitoring
Infection detected and confirmed	Positive findings: what to do Disaster plans
Incoming animals	Health certificate evaluation Quarantine procedures Alternative strategies • Importation of embryos • Rederivation by embryo-transfer Pros and cons of the different options
Beyond pathogens: the monitoring of the microbiota	Influence of the microbiota on animal models Laboratory methods available
Microbiological monitoring of the environment	Surface microbiological tests Air microbiological assessment Water microbiological assessment
Monitoring of the physical parameters	Macroenvironment: meaning of temperature and RH monitoring Microenvironment: NH3, CO2, O2, temperature and RH

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Microbiota and Gnotobiotic Management

22nd to 23rd of September 2016, Milan - Italy

TWO DAY COURSE

iat cpd credits: **9** points - Royal Society of Biology: **25,5** credits

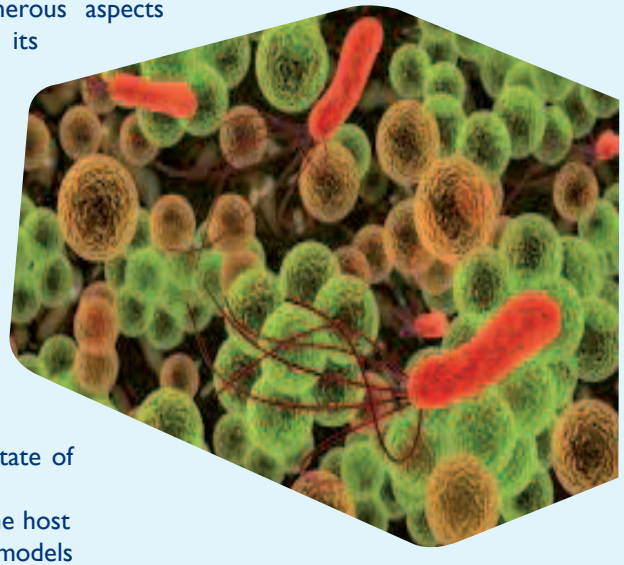
1,5 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

OBJECTIVES

This two day course focuses on the microbiota of laboratory rodents and on the management of facilities that breed and use gnotobiotic animals.

The influence of microbiota in numerous aspects of animal normal physiology and its involvement in the development of many diseases will be illustrated.

The renowned speakers will provide cutting-edge information on the breeding, maintenance, experimental use, and care of gnotobiotic rodent strains. Strategies to maintain and monitor the defined microbiota will be discussed together with the technological solutions available.



CONTENTS

- Gnotobiology in research: History, state of the art and prospective
- Interactions of the microbiota with the host
- Gnotobiotic animals as experimental models
- Technologies and procedures
- Quality assurance

RECIPIENTS

Heads of animal facilities, veterinarians, those responsible for health monitoring and testing of laboratory animals, senior technologists.

Gnotobiology in research: History, state of the art and prospective	• History • Classification (axenic and gnotobiotic) • Research applications
Interactions of the microbiota with the host	• Categorization of the microbiota • Impact on animal pathophysiology
Gnotobiotic animals as experimental models	• Inflammatory bowel diseases • Allergies • Autoimmunity • Cancer • Neuropsychiatric diseases
Technologies and procedures	• Housing technologies o Isolators o IVC • Breeding Vs experimental groups • Experimental procedures with gnotobiotics
Quality assurance	• Maintaining and monitoring the Defined Microbiota Status of Gnotobiotic Rodents • Traditional and innovative techniques (Culture Vs sequencing) • Welfare aspects

visit the Website to be updated: www.fondazioneguidobernardini.org

FONDAZIONE GUIDO BERNARDINI
BETTER EDUCATION FOR BETTER SCIENCE

The Management of Genetically Modified Rodent Colonies

6th to 7th of October 2016, Milan - Italy

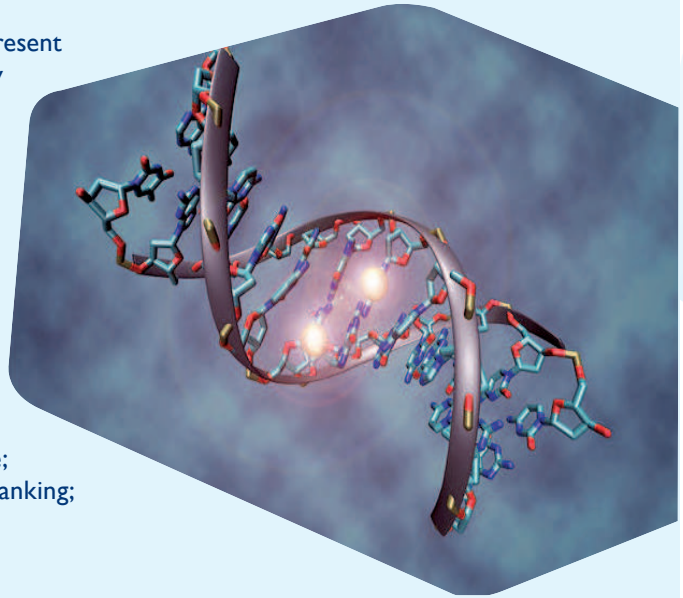
TWO DAY COURSE

iat cpd credits: **11** points - Royal Society of Biology: **30** credits

1.5 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

OBJECTIVES

The course is designed to provide the students with the most advanced notions on the breeding, husbandry and care of genetically modified rodent colonies.
Strategies and techniques for managing GM rodent colony and the methods available to securing genetic material will be described according to the latest views.
Participants will be invited to present one or more cases from their daily practice in an interactive learning environment that stimulates lively discussion and sharing of experiences.
The generation of transgenics is not a prime subject of this course.



CONTENTS

Colony organisation; Breeding; Animal characterisation and identification; Animal welfare; Ethical considerations; Cryo-banking; Databases and networks.

RECIPIENTS

Facility managers and supervisors, animal welfare officers, veterinarians, laboratory biologists, senior technicians and GM colony managers.

Maintenance of GA strains and breeding strategies	Reproduction biology Breeding schemes (appropriate for nucleus, expansion and production colonies) Breeding performance
Genetic quality of GA rodent colonies	Strains and Substrains Genetic Background Nomenclature Genetic Monitoring Congenic Strains
Colony management, housing, husbandry and care	Housing and care of GA animals Microbiological quality Introduction on animal welfare and ethical considerations Impact of technological advances
Cryopreservation and assisted breeding techniques	Embryo Sperm Ovary IVF and other assisted breeding techniques Internal Vs external services Repositories and consortia
Husbandry solutions for genetically modified rodents	Housing systems Animal care
Animal identification and tissue sampling	Different techniques: Pros and Cons Available guidelines
Management of colonies of genetically modified mice: the experience of a Research Institute	Characteristics of the facility Organization of husbandry The application of Lean management in the facility Health monitoring program
Problems to be discussed with the speakers/other participants	

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FONDAZIONE GUIDO BERNARDINI
BETTER EDUCATION FOR BETTER SCIENCE

Managing Resources in the Modern Animal Facility

16th to 18th of November 2016, Milan Italy

THREE DAY COURSE

iat cpd credits: **18** points - Royal Society of Biology: **51** credits

1 day continuing education for person carrying out procedures on animals and person designing procedures and projects by Swiss Veterinarian Associations

OBJECTIVES

The course is designed to provide a mix of technical and non-technical skills useful to effectively cope with increasingly complex and sometimes new issues such as ensuring quality care of the animals, compliance with regulations and guidelines, funding and administration, hiring staff and human resources management. Part of the training will be delivered by a human resources training group that will broaden the understanding and experiences of facility managers outside the specific field of laboratory animal science. The course aims at those wishing to move into management positions or to improve their managerial performance.
The course will give particular emphasis to interactive case discussions and practical sessions including two workshops.

CONTENTS

Facility management and planning; Monitoring of facility operation; Supply procurement; Tender preparation; Budgeting; Personnel hiring and training; Competence identification and assessment; Engagement and motivation; Communication strategies; Relationship and conflict resolution.

RECIPIENTS

Facility directors, facility managers and supervisors, assistant/associate managers and senior technicians.

Preliminary syllabus	
What you should know about your facility	Equipment specifications and selection Facility Maintenance Project management Emergency preparedness Cost accounting and modeling
Monitoring of facility operations efficiency	Lean concept and toolset Increasing quality efficiency through Lean management Case study scenario
Training	Initial training Continuous training Progress monitoring
Recruiting	Job description Candidates selection Interview techniques
Workshop	Interview techniques
Security screening	From the job advert to the hiring Screening process to choose the best Additional screening
Communication strategy	Effective communication The desire for research to be more open The risks and opportunities we face in a high tech world
Competence identification assessment and duty assignment	Identification of skills matching to task requirements Task variation Workload assessment
Engagement and motivation	Maslow's and Herzberg's theories Feedback to motivate Awareness development Rewarding strategies
Streamlining internal communication	Communication principles What, when and how Overcoming communication barriers
Conflict management	Assertiveness Win-win approaches Practical examples
Team building	Team working
Workshop	Team working

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