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| SOUTH AUSTRALIAN ANIMAL ETHICS APPLICATION FOR ANIMAL ETHICS COMMITTEE APPROVAL TO USE ANIMALS FOR TERTIARY TEACHING PROGRAMMES |

Please do not use this form if you require University of Adelaide Animal Ethics Committee approval.

The University web form is accessible at the ethics website: <http://www.adelaide.edu.au/ethics/animal/guidelines/>

**To which committees are you submitting? Email completed form to:**

|  |  |
| --- | --- |
| Flinders AWC: School of Biological Sciences | [awsc@flinders.edu.au](mailto:awsc@flinders.edu.au) |
| Flinders AWC: School of Medicine | [aersc@flinders.edu.au](mailto:aersc@flinders.edu.au) |
| PIRSA/SARDI | PIRSA.AnimalEthics@sa.gov.au |
| SAHMRI | secretary.aec@sahmri.com |
| SA Pathology/CALHN | [SAPathologyAEC@sa.gov.au](mailto:SAPathologyAEC@sa.gov.au) |
| University of South Australia | [animalethics@unisa.edu.au](mailto:animalethics@unisa.edu.au) |
| Women's and Children’s Health Network (WCHN) | [Mary.Thorne@health.sa.gov.au](mailto:Mary.Thorne@health.sa.gov.au) |
| Wildlife | [DEWNR.WildlifeEthicsCommittee@sa.gov.au](mailto:DEWNR.WildlifeEthicsCommittee@sa.gov.au) |

Instructions

* This form is NOT to be used for Breeding Colony Maintenance applications;
* After completing this form please refer to the relevant Animal Ethics Committee for the preferred method of submission via Word or pdf.

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| --- | --- | --- | --- | --- | --- | --- |
| Office Use  Only | **Project Number:** |  | **Date Received:** |  | **Revision Number:** |  |

|  |  |
| --- | --- |
| Title of Project |  |
| Name of Primary Applicant |  |
| Species/Strain |  |
| Procedure Types (Refer Q9) |  |
| Pain Classifications  (Refer Q10) |  |

|  |  |
| --- | --- |
| Expected date for animal use to begin? |  |
| Expected date for animal use to end? |  |
| Project duration? |  |
| Does this application relate to a previously approved Protocol? | Yes  No |
| If so, give previous approval number(s) |  |
| Have reports on these projects been lodged? | Yes  No |
| Does this project involve any of the following: | Honours Student  Masters Student  PhD Student |
| Funds Source  (Grant ID is applicable) |  |
| Approval to share information | By submitting this application I give approval for this application and any information relating to it to be shared by South Australian Animal Ethics Committees and the Animal Welfare Unit within the Department of Environment, Water and Natural Resources for the purposes of administration, approval and monitoring.  Yes |
| Declaration of interest | Is there any actual or potential interest, including financial interest or other relationship or affiliation by any research/team member involved in the project that may affect judgements and decision regarding the wellbeing of the animals involved? See Code [Clause 2.7.4](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/2-7-responsibilities#2.7.4) [xxi]  Yes  No  If yes, outline the potential and any steps to be taken to ensure the ethical integrity of the project. |

Primary Applicant

Reminder: All Honours/Masters and PhD studies must be approved by an AEC. The applicant must be the degree candidate supervisor. The University of Adelaide requires ethics applications to be made using its online form.

|  |  |  |
| --- | --- | --- |
| Name (include title) |  | |
| Applicant's Institution and Department |  | |
| Contact details  (including After Hours) | Email |  |
| Phone |  |
| Mobile |  |
| Correspondence to |  | |
| Co-applicant | | |
| Name (include title) |  | |
| Institution and Department |  | |
| Contact details (including After Hours) | Email |  |
| Phone |  |
| Mobile |  |

Other Personnel

|  |  |  |
| --- | --- | --- |
| Name (include title) |  | |
| Institution and Department |  | |
| Contact details (including After Hours) | Email |  |
| Phone |  |
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| Phone |  |
| Mobile |  |
| Name (include title) |  | |
| Institution and Department |  | |
| Contact details (including After Hours) | Email |  |
| Phone |  |
| Mobile |  |

1. Short Lay Summary (Maximum 100 words)

A lay summary is a brief summary of a project that is used to explain complex ideas and technical and scientific terms to people who do not have prior knowledge about the subject.

2. Provide a lay description of the project and its aims, and its hypothesis.

3. Animals Required

Note on Field Studies: The AEC understands that it is not always possible to accurately predict how many animals will be captured in some field studies, however, an attempt must be made to explain the number of animals which need to be caught to satisfy your teaching purpose.

3.1 State the Number of Animals to be used in the table below - attach a separate list if necessary.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Common Name | Scientific Name | Age/  Size/Sex | Number /  Month | Total  Number for  duration  of project | Explanation if total number is  unknown |
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3.2 Where will the procedures/use of animals take place? (If more than one location is to be used, clearly explain what will happen at each different site).

|  |  |
| --- | --- |
| Procedure/Use of Animals | Locations |
|  |  |
|  |  |
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|  |  |

4. Animal Source, Housing and Management

4.1 From where will the animals be obtained?

|  |  |  |
| --- | --- | --- |
|  | Source | Details |
|  | Animal Care/Breeding Facility |  |
|  | Animal captured in/from natural habitat | Refer to question 4.2 |
|  | Animal reused from another programme |  |
|  | Directly from an external supplier, researcher or institution (eg. another University or Institution) |  |
|  | Privately owned |  |
|  | Saleyard |  |
|  | Other |  |

4.2 Capture Methods

If "Animal captured in/from natural habitat" was selected, filling in the following information

Yes  No, Move to Q4.3

4.2.1 What types of traps will be used? Describe these in full, including dimensions.

4.2.2 How many traps will be set and over what period of time?

4.2.3 How often and at what times will traps be checked and/or cleared?

4.2.4 How will the traps be identified and their locations recorded?

4.2.5 How will distress and death of trapped animals be minimised? (Hot, cold or wet weather etc.)

4.2.6 How will predation of trapped animals be minimised? (Ants, crows etc.)

4.2.7 How will traps be inactivated when not in use, and deactivated when no longer required?

4.2.8 What is the safest time to capture and release the study animals? *(Take into account the reproductive biology of the species and any special considerations given to nocturnal animals)*

4.2.9 If bait is used or food/water provided in traps give details.

4.2.10 What is the maximum number of traps each team leader will have responsibility for within a trapping period? How many assistants will provide support?

4.2.11 Describe any other methods to be used for capture.

4.2.12 What will be done if more animals are caught than expected?

4.2.13 How will the potential impact on dependant young be reduced?

4.2.14 What will happen to non-target animals caught (if applicable)?

4.2.15 What will happen to any feral/pest animals caught (if applicable)?

4.2.16 How will any carcasses be disposed of?

4.2.17 What established standard operating procedures or recognised guidelines (relevant to animal welfare) will be followed? attach a copy of any relevant documents at the end of this document.

4.2.18 List location(s) where wildlife will be captured.

4.3 Collection of biological samples (e.g. hair, tissue, blood etc.)

Yes  No, Move to Q4.4

4.3.1 What samples (including blood, tissue, hair, feather, swab etc) will be collected and how will these be taken?

4.3.2 What size/volume/amount of sample will be collected from each individual animal? For blood, express this as a percentage of the animal's circulating blood volume.

4.3.3 What blood/tissue collection route, needle size, technique(s) and equipment will be used?

4.3.4 How often will each individual animal be sampled?

4.3.5 How will pain during the procedure be minimised?

4.3.6 How will the risk of infection at the site be minimised?

4.3.7 How will animals be restrained during handling and/or sampling? (Outline anaesthetic procedures if applicable)

4.3.8 If restraint is required before an anaesthetic takes effect, how will this be achieved?

4.4 Collection of Museum Voucher Specimens

Yes  No, Move to Q4.5 Transport

4.4.1 What species and numbers of whole animals will be retained as museum voucher specimens?

4.4.2 What consultation has been undertaken with the Curators from the SA Museum?

4.4.3 Explain why the collection of these voucher specimens is necessary.

4.4.4 How will the animals be killed?

4.4.5 How will the animals be preserved?

4.4.6 Will other samples (e.g. tissue; hair) be collected as an alternative to whole animals?

4.4.7 Where will the voucher specimens be lodged?

4.5 Transporting Animals

Yes  No, Move to Q4.6

4.5.1 Is transport of live animals necessary and if so what method and precautions will be used?

4.5.2 What is the type of container to be used?

4.5.3 What shelter/bedding will be provided?

4.5.4 How many animals per container?

4.5.5 Will food and/or water be provided? Give details.

4.5.6 What precautions will be taken to protect animals from temperature extremes?

4.5.7 What is the maximum length of time that animals will be held in this way?

4.6 Identification of Individual Animals (e.g. photo, microchip, paint, eartag)

Yes  No, Move to Q4.7

4.6.1 How will animals be individually identified?

4.6.2 If animals will be marked temporarily or permanently, describe how this will be done.

4.6.3 If animals are to be marked permanently, give evidence that the potentially negative consequences of any marking technique are outweighed by the benefits gained by the use of this technique in your research.

4.6.4 Animals should only be marked permanently when a project is sufficiently funded to ensure that efforts can be made to recapture/relocate the marked animal/population. Explain whether there is such funding.

5. Management of Unexpected Adverse Events

5.1 What will happen to an animal that is sick or injured?

5.2 What types of injuries might arise that would result in the need for animal(s) to be euthanased?

5.3 If an animal needs to be euthanased in an emergency, how will this be done, and by whom?

5.4 At what point, if any, will the trapping be stopped (prior to the planned completion date)?

5.5 Identify any other relevant emergencies that may arise (e.g. whilst working in the field in remote or inaccessible locations) and explain what procedures are in place to deal with those emergencies.

6. Does teaching require animal housing/temporary holding?

Yes  No, Move to Q7

6.1 Housing facilities (including location)

Eg. Rodent boxes, cages, aviary, hutch, stall, paddock, tank, inside, outside.

|  |  |
| --- | --- |
| Locations | Housing Type |
|  |  |
|  |  |

6.2 Who have you consulted regarding housing of your animals, and are appropriate facilities available for your animals?

|  |  |
| --- | --- |
| **Person Consulted** | **Availability of facilities** |
|  |  |
|  |  |

6.3 Who is responsible for animal housing and care?

6.4 Provide details of water and food and how these will be provided.

6.5 Health risks posed to other animals

7. Is the acquisition, retention or use of the animals subject to any permit, law or regulation of the State or Commonwealth?

(e.g. your licence number for teaching, research or experimentation in South Australia under the *Animal Welfare Act 1985*, Scientific permit number under the *National Parks and Wildlife Act 1972*, Protected native or imported species; Australian Bird and Bat Banding Scheme (ABBBS) Banding Authority; Ministerial Exemption under Section 115 of the *Fisheries Management Act 2007*, SA Health Department Controlled Substances Licence (if required)

Yes  No

If Yes, please provide details of the permit/authorisation number(s) and holder(s).

8. Purpose of the Project (cross primary purpose only)

|  |  |
| --- | --- |
|  | The understanding of human or animal biology. |
|  | The maintenance or improvement of human or animal welfare. |
|  | The improvement of animal management or production. |
|  | The achievement of education objectives. |
|  | Environmental study. |

9. Procedure Category (cross all appropriate categories)

|  |  |
| --- | --- |
|  | Observational Studies: e.g. behavioural study, feeding trial, pitfall trapping, obtaining weights and body measurements. |
|  | Animal Unconscious; No Recovery: Animal killed prior to commencement of project or killed while under general anaesthetic e.g. killing animals for voucher specimens. |
|  | Minor Conscious Intervention: No Anaesthesia: e.g. injections, leg-banding, blood sampling, fitting radio-collars, attaching transmitters with glue or tape, toe or ear clipping for identification purposes, implanting microchips without anaesthesia. |
|  | Minor Procedures with Recovery: e.g. Organ biopsies, attaching radio-collars or transmitters under anaesthesia, implanting microchips under anaesthesia, removing teeth, micro CT. |
|  | Major Surgery with Recovery: e.g. bone surgery, implanting abdominal radio-transmitters. |
|  | Minor Physiological Challenge: e.g. minor infection, minor or moderate genetic deformity, early oncogenesis; residue testing. |
|  | Major Physiological Challenge: e.g. major infection, oncogenesis without pain alleviation; environmental deprivation for extended periods. |
|  | Death as an Endpoint: e.g. lethality testing, vaccine testing where death is a planned and necessary part of the study (see Code definition and clause 1.13). |

10. Pain/Distress Classifications (cross where appropriate)

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Category** | **Procedures** | **Extent and Duration Suffering** |
|  | No pain or distress |  |  |
|  | Mild pain or distress |  |  |
|  | Moderate pain or distress |  |  |
|  | Substantial pain or distress |  |  |
|  | Severe pain or distress (Animals in this category must be humanely killed) |  |  |

11. Justify the Use of Animals

11.1 Why are animals necessary to achieve the educational outcomes of this teaching programme? Expand upon the Educational outcomes detailing the skills and knowledge to be gained.

11.2 Why have you chosen the species/strain/age/sex/genetic make-up of the animals that will be used?

12. Teaching Activity Details

12.1 Outline the maximum number of students/trainees to be supervised by each teacher.

12.2 Outline the maximum and minimum number of animals to be used by each student/trainee and justify the total number of animals used.

12.3 Outline the maximum number of times each animal will be used.

12.4 What steps have you taken to minimise the number of animals required?

12.5 To reduce animal use, will animals or their tissues, at the conclusion of your programme, be suitable for use in another protocol? If YES, please provide brief details.

12.6 Describe how the ethical implications of using animals in this teaching programme will be addressed with the staff and students involved, e.g. Introductory talk, notes, seminar, etc.

12.7 Detail how the educational objectives will be assessed.

13. Administered substances

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Administered substance | Dose Rate  (mg/kg) | Frequency | Route  Administered& needle size | Concentration (mg/ml) & total dose (mg) to be given | Possible adverse effects of administration or withdrawal of substance? |
| Anaesthetic Agents |  |  |  |  |  |
| Post-Operative Analgesia |  |  |  |  |  |
| Tranquillisers |  |  |  |  |  |
| Antibiotics |  |  |  |  |  |
| Other Substances |  |  |  |  |  |
| Research Compounds/Test  substances/Devices/  Biologicals |  |  |  |  |  |
| Humane Killing Agents |  |  |  |  |  |

13.1 What experience do you have in using these agents?

14. Animal Monitoring - Identification of Potential Pain/Distress

14.1 Identify and justify all procedures with potential to cause pain or distress. What steps will be taken to avoid or minimise such pain or distress?

14.2 Who will monitor the animals?

14.2.1 During working hours?

14.2.2 After-hours, including weekends and public holidays?

14.2.3 Provide details of the clinical, behavioural or other signs that will be used to indicate that an intervention may be necessary and the actions that will be taken if these signs are observed (e.g. increase in the frequency of observations, consultation with a veterinarian, administration of analgesics or other appropriate medication, euthanased or withdrawn from the protocol for humane reasons, etc)?

14.2.4 How will observations be recorded?

14.2.5 The Primary Applicant for this programme is responsible for the welfare of animals used. In the absence of the Primary Applicant, who will be responsible for the management of emergencies and what are their emergency contact details?

15. What will happen to the animal at the end of the procedure or programme?

15.1 If an animal dies unexpectedly, or is euthanased due to unforeseen complications, who will be performing the post mortem?

16. Please discuss the ethical issues that the AEC will need to consider when reviewing this proposed experimentation. Your answer should address the 3Rs, Replacement, Reduction & Refinement. (See Clauses 1.18–1.30 of [the Code](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/section-1-governing)).

“Not applicable” is not acceptable.

|  |  |
| --- | --- |
| 1. Ethical Issues  e.g.:   * What is the welfare cost to the animal? * In what way is the level of pain/discomfort justified? * How does this mesh with the cost/benefit |  |
| 2. Reduction: |  |
| 3. Refinement: |  |
| 4. Replacement  Consideration of Alternatives  Your response, should include the  following:   * A list of any potential alternatives to animal use * Whether any of these alternatives would be used * Details of literature searches you have undertaken   This answer should explain why animals need to be used at all. |  |

17. Published Articles

18. Alternatives (See the Code [Section 4](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/section-4-care-and-use), clauses 4.3 and [1.5](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/section-1-governing#1.5))

18.1 What changes have occurred in the recent past to the use of animals in your teaching/training sphere?

19. Credentials of all those involved in the project

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name and Qualification | Detail the experience each participant has in the procedures to be undertaken with the species being used (if no experience, describe how relevant training and supervision will be obtained | In which  procedure(s) is this person involved? | Date this  person  attended an  Animal Users  Training Day? |
| Chief Applicant(s): |  |  |  |  |
| Other People Participating |  |  |  |  |

20. Dual/multiple AEC approval

Is approval by more than one AEC required?

Yes  No

If so, which AEC(s)?

21. Attachments Summary Checklist

|  |  |
| --- | --- |
| Type | Attachment |
| 1. Relevant Standard Operating Procedures (SOPs)  Relates to Q4.2.17 | Yes  No |
| 2. Publications  Relates to Q17 | Yes  No |
| 3. Other  Please detail: | Yes  No |

22. Declaration

|  |  |
| --- | --- |
| Project Title: |  |

Section 1: Declaration by the Primary Applicant

I hereby declare that:

i) I and all others involved in this project are familiar with and will comply with the relevant Commonwealth and State or Territory legislation and the requirements of the [Australian Code of Practice for the care and use of animals for scientific purposes, 8th Edition 2013](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes) (The Code)

(ii) To the best of my knowledge this proposal conforms to the Code (8th Edition 2013) and the South Australian *Animal Welfare Act 1985.*

(iii) I have read [Section 2 of the Code](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/section-2-responsibilities) which sets down the responsibilities of investigators. I accept responsibility for the conduct of all procedures detailed in this application and for the supervision of all personnel delegated to perform any such procedures.

(iv) I agree to comply with procedures described and any conditions imposed by the Animal Ethics Committee.

(v) Sufficient and adequate resources will be available to undertake the proposed study/programme.

|  |  |  |
| --- | --- | --- |
| Primary Applicant's Name | Primary Applicant's Signature | Date |
|  |  |  |

Section 2: Other Applicant's Declaration

I hereby declare that:

i) I am familiar with and will comply with the relevant Commonwealth and State or Territory legislation and the requirements of the [Australian Code of Practice for the care and use of animals for scientific purposes, 8th Edition 2013](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes) (The Code) and the South Australian *Animal Welfare Act 1985* and its regulations.

(ii) I have read the application and I accept the responsibilities detailed therein to the extent of my involvement in this project.

|  |  |  |
| --- | --- | --- |
| Other Applicant's Name | Other Applicant's Signature | Date |
|  |  |  |
|  |  |  |
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Section 3: Declaration by the Institutions Nominated Authority (not the Primary Applicant) i.e. Supervisor/Head of Division/Department /Institute

I hereby declare that:

(i) I am satisfied that the Primary Applicant has the appropriate qualifications and experience to carry out the work with minimum distress to the animals.

(ii) I believe this work meets the requirements of the [Australian Code of Practice for the care and use of animals for scientific purposes, 8th Edition 2013](http://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes) (The Code) and the South Australian *Animal Welfare Act 1985* and its regulations.

(iii) I have read the application and I am satisfied that this work is of sufficient scientific merit for my Department to be involved in it and sufficient and adequate resources will be available to undertake the proposed study/programme.

|  |  |  |
| --- | --- | --- |
| Nominated Authority | Signature | Date |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **AEC Use Only** | | |
| Date Received: | Action Taken:  Date of AEC meeting for consideration: | Signature of Chair, AEC |

Attachment: Relevant Standard Operating Procedures (Question 4.2.17)

Attach as pdf pages or if text, by copy-paste into field below

Attachment: Relevant Publications (Question 18)

Attach as pdf pages or if text, by copy-paste into field below

Attachment: Other

Attach as pdf pages or if text, by copy-paste into field below