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| SOUTH AUSTRALIAN ANIMAL ETHICS COMMON TEMPLATECOMBINED ANNUAL and/or FINAL REPORT1 January to 31 December 2020 |

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

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| --- | --- |
| [ ]  PIRSA/SARDI | PIRSA.AnimalEthics@sa.gov.au |
| [ ]  University of South Australia | animalethics@unisa.edu.au |
| [ ]  Wildlife | DEW.WildlifeEthicsCommittee@sa.gov.au |

Instructions

* Annual reporting is necessary on all projects. Where dual or multiple clearances have been obtained the institute which HOLDS the animals is responsible for reviewing the report however the annual report must be forwarded to all AECs that have approved the project.
* After completing this form please refer to the relevant Animal Ethics Committee for the preferred method of submission via Word or pdf.

**Tick/Cross as applicable:**

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| [ ]  | 2020 - ANNUAL or FINAL REPORT FOR APPROVED ANIMAL BREEDING COLONY APPLICATION (Section A) |
| [ ]  | 2020 - PROGRESS REPORT (Section B) |
| [ ]  | 2020 - FINAL REPORT (complete in addition to Section B if project is completed) (Section C) |
| [ ]  | CERTIFICATION & SIGNATURES (Section D) (Compulsory) |

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| **AEC Project Number:** |       | **Approval period including Existing Expiry Date:** |       |
| **TITLE OF PROJECT:**       |
| Name of Primary Applicant |       |
| Applicants Institution and Department |       |
| Email address: |       |
| Telephone: |       |
| Contact person for this application (if not the Chief Investigator or Alternate Chief Investigator).Title/first name/last name |       |
| Email address: |       |
| Telephone: |       |

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| Approval to share information | By submitting this application I give approval for this application and any information relating to it to be shared by relevant Animal Ethics Committees and the Animal Welfare Unit within the Department for Environment and Water for the purposes of administration, approval and monitoring.[ ]  Yes  |
| **APPROVAL DATE:** |       |
| **APPROVAL EXPIRY DATE:** |      \* *If the project is about to expire, and you wish to continue it, please ensure that an extension of time or a new application is submitted promptly.* |
| **COMMENCEMENT DATE:** |       |

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| **If you applied for grant funding was your application successful?** [ ]  Yes [ ]  NoIf yes, name of the granting body:      |
| **Status of the Project:** |
| [ ]  | Not commenced \* | [ ]  | Ongoing (not completed) |
| [ ]  | Commenced; no animals used in 2020 | [ ]  | Completed |
| [ ]  | Commenced; animals used in 2020 | [ ]  | Withdrawn |
| \* For projects Not Commenced, please state reason here, and then go to Section D, Certification and Signatures.      |

**SECTION A. 2020 ANNUAL or FINAL REPORT FOR APPROVED BREEDING COLONY APPLICATIONS**

[ ]  2020 Annual Report [ ]  Final Report

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| A.1 ANIMAL USE |
| **Species and Strain** | **Number of Animals in the colony as breeding stock and all progeny in 2020\*** | **Number of Animals allocated to experimental protocol in 2020#** |
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\* The **total number** of animals to be reported to the AEC under the breeding colony approval.

# The number of animals to be reported to the AEC under the research/teaching project approval(s).

A2 PROGRESS / OUTCOME

If you answer “YES’ to any of the questions in this section, please provide details.

A2.1 Has there been any adverse effect on animal wellbeing not described in the approval breeding application or phenotype report (as applicable)?

[ ]  Yes [ ]  No

A2.2 Were there any problems that affected/impacted the breeding of the animals?

[ ]  Yes [ ]  No

A2.3 Do you have enough information to provide/generate a Passport/Phenotype Report (if applicable)?

[ ]  Yes [ ]  No

A3 GO TO SECTION D CERTIFICATION & SIGNATURES

**SECTION B: 2020 PROGRESS REPORT**

B1 REDUCTION, REFINEMENT, REPLACEMENT

Please outline below any initiatives further to those outlined in your initial application that you have since undertaken to reduce the number of animals used, improve the manner in which they are house or used or which have enabled you to replace animals with alternatives.

B2 HAVE THERE BEEN ANY APPROVED MINOR AMENDMENTS IN 2020?

[ ]  Yes [ ]  No

If yes, specify details of minor amendments submitted in 2020 below:

B3 PURPOSE OF THE PROJECT(cross primary purpose only)

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| [ ]  | 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. |

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| B4 ANIMAL USE  |
| Record the number of animals **ACTUALLY USED** for this project in the 12 month period. If more than one animal type or procedure has been involved please make separate entries so these can be differentiated.  |
| **Animal Category**(Refer to attached table 1) | **Animal Type** (List each type separately) | **Total No. of Animals Approved** (incl Modifications) | **Total number actually used to date** | **No of animals remaining on the project** | **No of Animals used between 01/1/2020 & 31/12/2020** | **Animal Impact****(Procedure)**(Refer to attached table 2) | **Place where animals are held**  |
|       |       |       |       |       |       |       |       |
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| **Is animal use greater or less than expected at this stage of the project?**Give reasons:      |

B5 PROGRESS

B5.1 Briefly summarise the results of the study so far. Please indicate whether the research objectives are being achieved.

B5.2 Have there been any problems that have affected/impacted the progress of the project? Briefly explain the problems.

B5.3 Has the impact on animals been as you expected and included in your original AEC application? if not, please state whether the welfare outcomes were better or worse than anticipated, and whether this has improved your methodology.

B5.4 Have there been any modifications to the project hat have not been referred to the AEC for approval? Briefly explain the modifications.

B5.5 Has a Minor Modification request been granted in 2020 and what impact has this had on the project?

B5.6 Have any animal welfare issues arisen that are inconsistent with those anticipated in the original proposal or an approved modification? Please comment on any Adverse Incident Reports forwarded this year, and evaluate the welfare cost of the animal impact of the project.

B6 ANIMAL RESEARCH FACILITIES (where animals are housed within an institution)

B6.1 Are there any deficiencies in the provision of animal research facilities or services which inhibit your research programme or which impact on the welfare of your animals?

B6.2 In what way could the infrastructure be improved to assist your research?

B7 SUPPLY OR ANIMAL QUALITY PROBLEMS (where animals are sourced from an external or internal research facility)

B8 ANY OTHER COMMENTS THAT YOU WISH TO MAKE?

(e.g. The AEC system generally, Animal House facilities and staffing etc.)

**SECTION C FINAL REPORT**

C1 RESULTS

C1.1 Give a brief lay-language summary of the aims and achievements of the project.

C1.2 Were the original aims achieved?

C1.3 Did the number of animals used vary from the number approved and if yes why any major discrepancies occurred.

C1.4 Was the wellbeing of the animals consistent with that anticipated in the proposal?

C1.5 Please briefly review the welfare/wellbeing impact of the animal procedures performed in this study and comment on any unexpected or untoward adverse effects, deaths or premature euthanasia that occurred. Special reference must be made to Adverse Incident reporting during the reporting year.

C1.6 Discuss any changes that you might make to future projects as a result of findings from the project.

C1.7 Based on your experiences in this study, do you have any comments/advice for those performing similar procedures in the future? (Efficiencies/improvements which others should know about). How can the welfare impact be reduced?

C1.8 Publications resulting from the project. List full citation detail – please use style appropriate to your discipline.

C1.9 Conference presentations. Detail conference title, date, title of presentation, presenter.

C1.10 Research Higher Degree completions: Student name/s, type of degree, date of thesis submission/award of degree.

C1.11 Award of patent/s? If so, please provide dates of application and award.

C1.12 Have there been any other noteworthy outcomes from the project? If so, please provide details.

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| C1.13 Has/will this project lead to Grant Applications? |
|  a) Name of granting body |  |
|  b) Title of funding application |  |
|  c) Chief Investigator |  |
|  d) Institution |  |
|  e) Date of application |  |
|  f) Outcome – Funded/not funded/ pending (indicate as appropriate) |  |

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| **SECTION D CERTIFICATION & SIGNATURES** |
| I, the Primary Applicant for this project, certify that, except where indicated above, this project has been conducted in accordance with the approved protocol. |
| Name:  | Signature:Date: |

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

Tables for Question B4

Table 1 – Categories of animal types

National categories, as agreed by the Animal Welfare Working Group on 27 March 2007.

To apply with the National Standards, fish have been included within some Ethics Committees reporting.

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| category | dESCRIPTION |
| Amphibians | Amphibians |
| Aquatic Animals | Cephalopods, Crustaceans , Fish, other aquatic animals |
| Birds | Exotic Captive , Exotic Wild, Native Captive, Native Wild, Poultry, other birds |
| Domestic Mammals | Cats , Dogs , Cattle, Deer, Goats, Horses, Pigs, Sheep, other domestic mammals |
| Exotic Feral Mammals | Camels, Cats, Cattle, Goats, Hares, Horses, Mice, Pigs, Rabbits, Rats, Wild Dogs and Foxes, other exotic feral mammals |
| Laboratory Mammals | Ferrets, Guinea Pigs, Hamsters, Mice, Rabbits, Rats, other laboratory mammals |
| Native Mammals | Dasyurids, Koalas, Macropods, Native Rats and Mice, Possums and Gliders, Wombats, Monotremes, Seals, Whales and Dolphins, other native mammals |
| Primates | Baboons, Macaques, Marmosets, other primates |
| Reptiles | Lizards, Snakes, Turtles and Tortoises, other reptiles |
| Exotic Zoo Animals | Exotic Zoo Animals |

Table 2 - Animal Impact (Procedure)

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| CATEGORY | IMPACT |
| 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](https://www.nhmrc.gov.au/book/australian-code-practice-care-and-use-animals-scientific-purposes/definitions) and Clause 1.13) |