***Please email an electronic copy of the application form and proposed animal usage to:*** **ethics@jcu.edu.au**

|  |  |  |
| --- | --- | --- |
| *Animal Welfare Unit, Biosecurity Qld**DAF, Scientific Registration Number: 0013**Registered User: James Cook University* | ANIMAL ETHICS NUMBER*(Office Use ONLY)* | A  |
| IF YOUR PROJECT TAKES PLACE INVOLVES:LABORATORY OR ANIMAL FACILITY WORK: COMPLETE THE ORANGE SECTIONSFIELDWORK: PARKS, COASTAL WATERS, CATTLE or SHEEP STATIONS, EXTERNAL AQUACULTURE ETC COMPLETE THE GREEN SECTIONSIF IT INVOLVES BOTH TYPES OF WORK, COMPLETE BOTH GREEN AND ORANGE SECTIONSWHEN COMPLETING THE APPLICATION, REFER TO THE AEC APPLICATION GUIDEALL RELEVANT SECTIONS OF THE APPLICATION MUST BE COMPLETEDINCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT |

**Please note that as of 2023 all investigators listed on this application form must have completed the** [**ANZCCART ComPass Mandatory Core Training**](https://anzccart.adelaide.edu.au/compass#phase-1-core-mandated-training-for-aec-members-and-animal-users) **modules and supplied the completion certificate to** **ethics@jcu.edu.au****. Please see the** [**AEC’s training webpage**](https://www.jcu.edu.au/jcu-connect/ethics-and-integrity/animal-ethics/aec_training) **for more information.**

**PART 1 – ADMINISTRATION AND COMPLIANCE**

|  |  |  |
| --- | --- | --- |
| **1** | **Title of project** |  |

|  |  |  |
| --- | --- | --- |
| **2a** | **Purpose Category** **What is the purpose of the project?** (Use drop-down box) (See Appendix 1 for explanation of the categories) |   |
| **2b** | **Procedure Category** **What category best fits the highest impact procedure in this project?** (Use drop-down box) (See Appendix 1 for explanation of the categories) |  |

**3 PERSONNEL**

**Principal Investigator**

If the Principal Investigator is a student, complete the information below for their Supervisor in the project and the Supervisor becomes the person with ultimate responsibility for the oversight of the project, and so must sign in place of the Principal Investigator in the declaration.

|  |  |  |
| --- | --- | --- |
| **3** | **Title first and last names** |  |
| **Qualifications**  |  |
| **Phone** |  | **Mobile** |  |
| **Email**  |  |
| **Discipline, school or organisation** |  |
| **What is your relationship to JCU? 1** |  |
|
| **Does this project contribute to a higher degree by research?**If ‘Yes’ provide details of your supervisor and have your supervisor sign the declaration below. | No[ ]  | Yes[ ]  | If ‘Yes’, which degree (PhD, MSc etc) |
|  |
| **Mandatory AEC Training Completed**Supply evidence to ethics@jcu.edu.au  | No[ ]  | Yes[ ]  |  |
| **Role** What will be your role in the project?  |
|  |
| **Experience**Outline your experience in the role/experience/species used or outline how you will be trained and supervised until competent. |
|  |

 *Indicate if the investigator is currently an* ***E****mployee or a* ***S****tudent of JCU, or a researcher who is* ***N****ot affiliated with JCU. If not affiliate with JCU, provide details of the organisation’s QLD Animal Research Registration including registration number below under the signatures.*

**Academic Supervisor Details (if applicable)**

|  |  |  |
| --- | --- | --- |
| **3** | **Title first and last names** |  |
| **Qualifications**  |  |
| **Phone** |  | **Mobile** |  |
| **Email**  |  |
| **Discipline, school or organisation** |  |
| **What is your relationship to JCU? 1** |  |

**4 Co-investigators**

Copy and paste more tables if required, or delete tables that are not used.

**Co-investigator 1 (Please sign declarations at the end of the application)**

|  |  |  |
| --- | --- | --- |
| **3** | **Title first and last names** |  |
| **Qualifications**  |  |
| **Phone** |  | **Mobile** |  |
| **Email**  |  |
| **Discipline, school or organisation** |  |
| **What is your relationship to JCU? 1** |  |
| **JC Number (if applicable)** |  |
| **Does this project contribute to a higher degree by research?**If ‘Yes’ provide details of your supervisor and have your supervisor sign the declaration below. | No[ ]  | Yes[ ]  | If ‘Yes’, which degree (PhD, MSc etc) |
|  |
| **Mandatory AEC Training Completed**Supply evidence to ethics@jcu.edu.au  | No[ ]  | Yes[ ]  |  |
| **Role** What will be your role in the project?  |
|  |
| **Experience**Outline your experience in the role/experience/species used or outline how you will be trained and supervised until competent. |
|  |

**Co-investigator 2 (Please sign declarations at the end of the application)**

|  |  |  |
| --- | --- | --- |
| **3** | **Title first and last names** |  |
| **Qualifications**  |  |
| **Phone** |  | **Mobile** |  |
| **Email**  |  |
| **Discipline, school or organisation** |  |
| **What is your relationship to JCU? 1** |  |
| **JC Number (if applicable)** |  |
| **Does this project contribute to a higher degree by research?**If ‘Yes’ provide details of your supervisor and have your supervisor sign the declaration below. | No[ ]  | Yes[ ]  | If ‘Yes’, which degree (PhD, MSc etc) |
|  |
| **Mandatory AEC Training Completed**Supply evidence to ethics@jcu.edu.au  | No[ ]  | Yes[ ]  |  |
| **Role** What will be your role in the project?  |
|  |
| **Experience**Outline your experience in the role/experience/species used or outline how you will be trained and supervised until competent. |
|  |

**Co-investigator 3 (Please sign declarations at the end of the application)**

|  |  |  |
| --- | --- | --- |
| **3** | **Title first and last names** |  |
| **Qualifications**  |  |
| **Phone** |  | **Mobile** |  |
| **Email**  |  |
| **Discipline, school or organisation** |  |
| **What is your relationship to JCU? 1** |  |
| **JC Number (if applicable)** |  |
| **Does this project contribute to a higher degree by research?**If ‘Yes’ provide details of your supervisor and have your supervisor sign the declaration below. | No[ ]  | Yes[ ]  | If ‘Yes’, which degree (PhD, MSc etc) |
|  |
| **Mandatory AEC Training Completed**Supply evidence to ethics@jcu.edu.au  | No[ ]  | Yes[ ]  |  |
| **Role** What will be your role in the project?  |
|  |
| **Experience**Outline your experience in the role/experience/species used or outline how you will be trained and supervised until competent. |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **4** | **Duration of project** (more than 3 years can be requested if matched to a grant/funding source-justification for longer than 3 years must be provided below) | [ ]  1 year | [ ]  2 years | [ ]  3 years |
| [ ]  4 years | [ ]  5 years |  |

|  |  |
| --- | --- |
| **5** | **Funding Source – eg Grant (note received or applied for) or recurrent divisional budget** |
| Grant title |  |
| Funding Body |  | Duration |  |
| Fund Scheme |  | Value | $ |
|  | Or Other (outline) |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **6a** | **Has this project been submitted to any other animal ethics committee?** | No[ ]  | Yes[ ]  |
|

|  |  |
| --- | --- |
| **6b** | **If ‘Yes’, which AEC was it submitted to and what was the outcome of the submission?** |
|  |  |

|  |  |  |
| --- | --- | --- |
| **7a** | **Approvals, permits and biosafety – Does this project involve:** | Yes |
| Work in a national park? | [ ]  |
| Wildlife? | [ ]  |
| Endangered or threatened species or populations? | [ ]  |
| Any genetically modified (GM) animals or vectors? (including knock-out or knock-in animals, transgenic animals, cloned animals or GM bacterial, fungal or viral vectors) | [ ]  |
| Release of any genetically modified organisms into the environment? | [ ]  |
| Any infectious agents? | [ ]  |
| Interstate work? | [ ]  |
| International work? | [ ]  |

|  |  |
| --- | --- |
| **7b** | **If ‘Yes’ to any of the above, indicate whether any additional licenses, permits or approvals are being applied for** (eg OGTR, Biosafety Committee, DEHP etc) |
|  |

|  |  |
| --- | --- |
| **8** | **Collaborating Organisation(s)**Provide the names of any organisations collaborating in the project (if applicable) |
|  |

|  |  |
| --- | --- |
| **9** | **Conflicts of Interest**Do any of the investigators on this project have any actual or potential interest, including any financial interest or other relationship or affiliation, that may affect judgements and decisions regarding the wellbeing of the animals involved? |
|  |

**PART 2 – JUSTIFICATION**

|  |  |
| --- | --- |
| **10** | **Project Outline:**Please supply below a brief description of your project in LAY language. State the AIMS, CONTEXT and a brief overview of the METHODS of your proposed project and how the DESIGN of the project will allow it to meet its AIMS. Providing information in the form of diagrams, tables or flowcharts can assist the AEC to understand the project, especially when it involves difficult concepts or complicated biology. Please DO NOT cut and paste answers from grant applications. |
|  |

|  |  |
| --- | --- |
| **11** | **Potential Benefits:**Please outline below the potential benefits and significance of the results that may come from the project.  |
|  |

|  |  |
| --- | --- |
| **12** | **Justification for the use of animals:**Please justify the use of animals in the study weighing the predicted scientific or educational value against the potential impact on the welfare of the animals. (In particular, please ensure to justify any ethically contentious or potentially severe procedures). |
|  |

|  |  |
| --- | --- |
| **13** | **Replacement:**Please explain why you need these animals for the project. Are there any alternatives available? Why are these alternatives unsuitable? |
|  |

|  |  |
| --- | --- |
| **14** | **High impact research that requires particular justification**If your research involves (a) severe compromise to animal wellbeing for which the 3Rs cannot be fully applied such as death as an endpoint, prolonged restraint or confinement or the use of non-human primates, please justify why this research needs to be carried out, weighing it against the potential benefits. |
|  |

|  |  |
| --- | --- |
| **15** | **Outline the steps you have taken to consider and apply the 3Rs: Replacement, Reduction, Refinement**For example, literature reviews, relevant conferences, discussion with colleagues, research on websites that provide information on ways to address the 3Rs. |
|  |

**PART 3 – ANIMAL HOUSING, CARE AND HUSBANDRY**

|  |  |
| --- | --- |
| **16** | **Research Facilities or Sites:**Provide details of every location where living animals will be held or where animal procedures will take place. |
| **Laboratory / Facility Work**  |
| **Townsville** |
| [ ]  | Immunogenetics Research Facility | [ ]  | AITHM Rodent Facility |
| [ ]  | Small Animal House (Building 86) | [ ]  | Bush House (Building 70) |
| [ ]  | Building 87 Labs | [ ]  | AITHM (Building 47) Labs |
| [ ]  | Building 28 – Constant Temperature Rooms | [ ]  | Building 28 Display |
| [ ]  | Veterinary Precinct – Pens/paddocks | [ ]  | Veterinary Precinct – Aquaculture |
| [ ]  | MARFU | [ ]  | Veterinary Precinct – Turtle Health Research Facility |
| [ ]  | The Science Place – Ground Level |  |
| [ ]  | The Science Place – Level 2 |  |
| [ ]  | Townsville campus other (please specify and provide location eg lab, rm, bld no.) |  |
| **Cairns** |
| [ ]  | Cairns Rodent Facilities | [ ]  | Building E1 – Aquarium |
| [ ]  | Cairns campus other (please specify and provide location eg lab, rm, bld no.) |  |
| **External** |
| [ ]  | Orpheus Island Research Station | [ ]  | Fletcherview Station |
| [ ]  | Lizard Island Research Station | [ ]  | AIMS - SeaSim |
| [ ]  | External other (please specify and provide location) |  |

|  |
| --- |
| **Fieldwork – (Field sites, parks, external properties including farms, animal production facilities, external vet clinics etc)**Add more rows if required by unlocking the form and cut and paste |
| **Name/approx. location** Provide the name or general location of the site eg Gaslight Station, Rogers National Park, Ashmore Reef etc | **Type of site**Choose an option from the list that best fits the site (if more than one is  | **Specific address or location**Provide details of the specific location or range eg GPS coordinates, street address, national park  | **State**If in Australia, what state is the site in? | **Country**If not I Australis, what country is the site in? |
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**Facility Manager Application Copy**

If your project takes place in an animal facility, please provide a copy of your AEC application to the Facility Manager before submitting to the AEC to give them an opportunity to comment.

**The Facility Manager must sign the declaration in Question 33**

|  |
| --- |
| **Laboratory / Facility Work** |
| **17** | **Source, transport and arrival (Commercially available species):**If the animals are sourced from a breeder or supplier:What is the source of the animals (source, suppliers, JCU breeding colonies)? How will the animals be transported to the facility/location where they will be housed?Describe how the animals will be acclimatised to the new housing before experiments begin – include period and any handling undertaken |
|  |

|  |
| --- |
| **Fieldwork** |
| **18** | **Source and transport (Field work):**If the animals are sourced from the wild:Outline where the animals will be captured/sourced and details of their transport (if applicable), and how they will be introduced into their new environment (if applicable) |
|  |

|  |  |
| --- | --- |
| **19** | **Housing/Holding:**Describe the type of caging/holding systems to be used for the animals including dimensions, number of animals per unit, bedding, environmental enrichment and environmental conditions. If the project uses multiple types of housing for different parts of the project, describe each type including the reason for, and duration of holding in each.If animals are to be housed individually, provide a reason for this and outline measures to be taken to prevent any stress associated with this social isolation.**OR**Provide or refer to an SOP containing the above details (provide a link or SOP reference below) |
|  |

|  |  |
| --- | --- |
| **20** | **Husbandry, care and feeding:**Describe the husbandry and care of the animals including frequency of cleaning, type of food/water and frequency of feeding/watering, grooming and other aspects that contribute to the wellbeing of the animals.Describe how the entry of disease will be prevented eg infection control or quarantine.**OR**Provide or refer to an SOP containing the above details (provide a link or SOP reference below) |
|  |

|  |  |
| --- | --- |
| **21** | **Animal identification:**If housed in an animal facility, describe how individual animals will be identified (all mammals, reptiles and birds must be able to be individually identified to allow for effective monitoring). (See 2.4.18(v))**OR**Provide or refer to an SOP containing the above details (provide a link or SOP reference below) |
|  |

**Part 4 – METHODS AND EXPERIMENTAL DESIGN**

|  |
| --- |
| **Animal Details** |
| **21** | **Justification of choice of animal**What is the reason for choosing the species/strain/genotype of animal(s) used in this project? |
|  |
| **22** | **Welfare issues presented by choice of animal**Does the animal you plan to use have any underlying animal welfare issues requiring special consideration? If so describe these and outline how their wellbeing will be provided for. Eg genetic modification that requires special diets, or native animals that need to be housed individually**OR**Provide or reference a Phenotype report for the GM strain of animal(s) you plan to use (provide reference below) |
|  |

|  |
| --- |
| **Animal Numbers** |
| **23** | **Describe how you’ve calculated the number of animals requested**Including the groups, number of animals per group etcThe answer here needs to show how you have come up with the numbers requested in the Animal Usage Spreadsheet. Do not describe the methods here. |
|  |
| **24** | **Animal Numbers – Proposed Animal Use Spreadsheet Must be Attached****NB Please provide the total number of animals required over the whole project** **(not per year or per site)**A proposed animal use spreadsheet must be completed and attached to the application. The spreadsheet can be found under [Resources, Downloads and Links](https://www.jcu.edu.au/research-services/ethics-and-integrity/animal-ethics/who-has-to-submit-an-animal-ethics-application) on the animal ethics webpage. |
|  |

|  |
| --- |
| **Reduction** |
| **25a** | **Is this a repeat or continuation of a previous project?** |
|  |
| **25b** | **What is the statistical basis for the numbers of animals requested in this project?** Eg group numbers, sample size etc |
|  |
| **25c** | **Has a statistician reviewed or been involved in deciding the number of animals being used on this project?**  |
|  |

|  |
| --- |
| **Methods** |
| **26** | **Provide a step-by-step description (in lay language) of what will happen to the animals during the project.**Include in this description the following:Details of any procedures, samples taken and methods of sample collection, measurements made, anaesthesia, time periods for each part of the project, dose and route of any pharmaceuticals and any potential side effects of these.For field work, include methods of trapping, catching, observation methods, animal handling, number of traps used per session etc**OR**Provide a timeline of the project and include SOPs for any procedures and other methods being used. |
|  |

|  |
| --- |
| **Fieldwork** |
| **27** | **Is there a chance that any of the following may occur in the field where it may not be possible to apply for an amendment?**1. **Taking of voucher specimens**
2. **Collection or use of species not contained in this application**
3. **Use of methods not outlined in this application**

See the JCU AEC Opportunistic Sampling, Vouchering and Amendments to Projects in the Field Policy |
|  |

|  |  |
| --- | --- |
| **28** | **Are all methods and procedures for the care and use of animals for scientific purposes meet best practice? If no, please justify why these need to be used in terms of the aims of your project.** |
|  |

|  |
| --- |
| **Refinement** |
| **29** | Identify and describe each step or procedure in this proposal that may compromise an animal’s wellbeing. State how any potential adverse effects will be avoided or minimised, pain and distress will be avoided and the wellbeing of animals will be maintained.Details could include treatment with substances, including antibiotics, anaesthetics and analgesics as well as their dose and each route of administration. Provide a brief description of measures taken to prevent any adverse effects the research may have on the animals involved. |
|  |

|  |
| --- |
| **Animal Monitoring** |
| **30** | **How will animal wellbeing be monitored at each stage of the project including: post-arrival, during procedures and post-procedure?**Include the frequency of monitoring, what criteria will be monitored to determine the wellbeing of the animal and whether they are experiencing pain or distress, which aspects of the monitoring will be done by the researcher and which will be done by animal technicians. |
| Criteria (What will you be checking when you monitor)Frequency (How often will you monitor) |
| **Please provide examples of the animal monitoring records or checklists when submitting this application.****If you would like to use the JCU AEC’s standard monitoring sheet templates, please contact the Ethics Team.** |

|  |
| --- |
| **Endpoints and Contingency Planning** |
| **Laboratory or Facility Work** |
| **31** | **What criteria will be used to determine the animal use in the research will end in the following situations?**1. **What is the maximum time the animals be held in this project / expected end of the animal’s use in the project** eg 6 weeks, Day 42, 5 weeks after tumour induction, immediately after samples are taken etc
2. **Humane endpoints (an unexpected end of the animal’s use in the research, determined when the animal’s involvement must end for animal welfare reasons and may not always mean euthanasia)**
 |
| a)b) |
| **Fieldwork** |
| **32** | **If any animals are injured during the fieldwork, what contingency plans are in place for their treatment or euthanasia it is required?**eg Is there a local veterinarian that can receive the animals, do you have a method of euthanasia available in the field? |
|  |

|  |
| --- |
| **Fate of animals/method of humane killing** |
| **33a** | **What will happen to the animals at the end of their time on the project?**eg returned to normal husbandry conditions, returned to farm, released, euthanised, kept in a laboratory or display |
|  |
| **33b** | **Have any of the animals been used previously and/or will any of the animals be reused in other projects in the future?** If so provide details of their previous and potential future useOutline how you will ensure the animals have recovered sufficiently in between use |
|  |
| **33c** | **Could any animals be rehomed or released?****If any animals are to be rehomed/rehoused or released following the project, what steps will be taken to ensure the animals ongoing wellbeing?**See the AEC’s Rehoming, Sale, Release and Reuse Policy |
|  |
| **33d** | **If animals are to be euthanised as part of the project or because they are seriously injured, how will this be done, where will it take place and who will carry this out?**Include details of the agent used, concentrations, dose, route of administration(Refer to the AEC Policy and Guidelines for the Humane Killing of animals use for scientific purposes for acceptable methods)ORProvide or refer to an SOP containing the above details (provide a link or SOP reference below) |
|  |
| **33e** | **Could animal tissues, carcases or data be shared with or provided to other investigators to replace the use of living animals in their work?** (Replacement/reduction) |
|  |

**Tissue Sharing Site:** [www.otlet.io](http://www.otlet.io) is an international research animal tissue sharing site which contains large numbers of samples from many species. Tissues can be posted on the site for sharing or the site can be accessed to obtain samples and so reduce the number of live animals you may need to use.

****

**JAMES COOK UNIVERSITY**

**ANIMAL ETHICS COMMITTEE**

|  |  |
| --- | --- |
| ANIMAL ETHICS NUMBER*(Office Use ONLY)* | A  |

**AEC MONITOR’S REPORT**

|  |  |
| --- | --- |
| **AEC Application Title:** |  |
| **Principal Investigator:** |  |
| **General Comments:** |
| **Part 1 – Administration and Compliance:** |
| **Part 2 – Justification:** |
| **Part 3 – Animal Housing, Care and Husbandry:** |
| **Part 4 – Methods and Experimental Design:** |
| **Part 5 – Personnel and Declarations:** |
| **Please indicate your recommendation:** | **Yes** | **No** |
| This application **requires the above issues to be addressed** before it can go to the AEC |  |  |
| This application should be **approved:** |  |  |
| This application should be **approved with the following comments, provisions and/or reservations:** |  |  |
| This application should **not be approved** for the reasons listed above: |  |  |
| Monitor Name |  | Review Date  |  |

**PART 5 – DECLARATIONS**

**31 Principal Investigator/Academic Supervisor Declaration:**

|  |
| --- |
| I declare that:1. I will provide adequate project supervision, ensure animal health and wellbeing and oversee the conduct of all staff participating in the project such that I will take overall responsibility for all aspects of the conduct of the project;
2. Adequate resources are available for the conduct of the project;
3. I have read the most recent Australian Code of Practice for the Care and Use of Animals for Scientific Purposes and the Animal Care and Protection Act and Regulation. I am aware of and agree to meet the responsibilities set out in these documents;
4. [I have completed mandatory AEC training or equivalent](https://www.jcu.edu.au/jcu-connect/ethics-and-integrity/animal-ethics/aec_training);
5. All staff involved in this project have been read this application and appropriate legislation and Code and agreed to their roles in this project and to meet their responsibilities and directions from the AEC;
6. I will ensure that the scope of monitoring the wellbeing of the animals at all stages of their care and use in the project is clearly outlined and communicated to all parties;
7. I undertake to inform the AEC of any changes to the proposed procedures or details given in this form subsequent to its submission (including change of contact details) by submitting an Amendment Application;
8. I agree to submit the mandatory Animal Ethics Report that will be forwarded to me annually and provide a final report upon completion of the project;
9. I agree to notify the AEC within 48 hours after any Unexpected Adverse Event and submit a complete report as soon as possible after once any investigations have been completed.
10. This project complies with the policy on Animal Research Ethics within James Cook University;
11. The purpose of this project cannot be achieved by alternatives to the use of animals.
 |
| Name - Principal Investigator (OR student’s supervisor) | Signature | Date |
| Name – Academic Supervisor (if PI is a student) | Signature | Date |

**32 Co-investigator Declaration** (Add more rows if necessary)

Please note that if it is not possible to get all signatures on the one document, we will accept signatures on multiple copies of this page.

|  |  |
| --- | --- |
| **Project Title** |  |
| I declare that:1. **I have been provided with and read this AEC Application and all referenced SOPs and agree to my role in this project;**
2. My experience outlined in Question 3 above is true and correct;
3. [I have completed mandatory AEC training or equivalent](https://www.jcu.edu.au/jcu-connect/ethics-and-integrity/animal-ethics/aec_training);
4. I have read the most recent *Australian Code of Practice for the Care and Use of Animals* for Scientific Purposes and the *Animal Care and Protection Act* and *Regulation*. I am aware of and agree to meet the responsibilities set out in these documents;
5. I will ensure that the scope of monitoring the wellbeing of the animals at all stages of their care and use in the project is clearly outlined and communicated to all parties;
6. I undertake to inform the Principal Investigator of any changes to the proposed procedures or details given in this form subsequent to its submission (including change of contact details) by submitting an Amendment Application;
7. I will notify the Principal Investigator immediately if any Unexpected Adverse Events occur.
 |
|  | **Name** | **Signature** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |
| **6** |  |  |

**33 Facility Manager Signature**

|  |
| --- |
| 1. I have received and reviewed the application and agree that we have the resources available to conduct the project in this facility
 |
|  | **Name** | **Signature** |
| **1** |  |  |

**34 Dean of College/Delegate**

|  |
| --- |
| I declare that:1. I have read the application.
2. I am satisfied that the use of animals is justified on scientific grounds
3. I am satisfied the investigators have the appropriate authority from the organisation, qualifications, experience and resources to carry out this project and meet their responsibilities under the Animal Care and Protection Act and the Code.
 |
|  |
| Name  | Signature  | Date |

**APPENDIX 1 - DETAILS OF ANIMALS TO BE USED:**

**Please read the list below to determine the category and purpose of use for the animals in your project.**

**Purpose Category**

**Scientific Purposes for which the Animals will be Used:** Pick ONE category that BEST describes the main purpose of your project and use the dropdown box in **Question 4** to choose the appropriate category. Use the brief guide and the examples given to help categorise the procedure.

**YOU DO NOT NEED TO HIGHLIGHT CATEGORIES HERE**

|  |  |  |
| --- | --- | --- |
| **Cat.** | **Description** | **Examples** |
| **1** | **The Understanding of Human or Animal Biology**Using animals for activities that aim to increase the basic understanding of the structure, function and behaviour of animals and humans, and processes involved in physiology, biochemistry and pathology | Molecular biology studies, studies of hormone levels for reproductive physiology |
| **2** | **The Maintenance and Improvement of Human or Animal Health and Welfare**Activities that aim to produce improvements in the health and welfare of animals, including humans.  | Animals used to develop a new diagnostic test for a disease; Development of a painless method of spaying cattle; Developing a new vaccine for animals or humans; Production of biological products such as anti-sera, hormones and antibodies  |
| **3** | **The Improvement of Animal Management or Production**Activities that aim to produce improvements in domestic or captive animal management or production.  | Developing an improved molasses/urea based supplement for cattle; Determining optimum stocking rate for a pasture; Evaluation of a calcium supplement for layer hens  |
| **4** | **The Achievement of Educational Objectives** Activities carried out for the achievement of educational objectives. The purpose of the activity is not to acquire new knowledge, rather to pass on established knowledge to others. This would include interactive or demonstration classes in methods of animal husbandry, management, examination and treatment.  | Animals used by veterinary schools to teach examination procedures such as pregnancy diagnosis or artificial insemination; Sheep used in shearing demonstration classes for students; Dogs used to teach animal care to TAFE students; Rats and toads used in schools for dissection classes; Animals used in agricultural colleges or schools to teach routine husbandry procedures  |
| **5** | **Environmental Study**Activities that aim to increase the understanding of the animal’s environment or its role in it, or aim to manage wild or feral populations. These will include studies to determine population levels and diversity and may involve techniques such as collection of voucher specimens, radio tracking or capture and release.  | Fauna surveys for environmental impact studies; Research into methods to control feral animals  |
| **DPI & F Protocol AE P4** [**http://www.dpi.qld.gov.au/extra/word/aniamlwelfare/protocolaep4.doc**](http://www.dpi.qld.gov.au/extra/word/aniamlwelfare/protocolaep4.doc) |

**APPENDIX 2 - DETAILS OF ANIMALS TO BE USED:**

**Please read the list below to determine the category of the procedure(s) of use for the animals in your project. These imply the degree of impact the project will have on any group of animals.**

**Category of Procedure**: The procedure categories are intended to give some indication of the impact the procedure will have on the animals or a group of animals. Place the categories in the appropriate column in the Animal Use Spreadsheet (Question 22). Use the brief guide and the examples given to help categorise the procedure.

**YOU DO NOT NEED TO HIGHLIGHT CATEGORIES HERE**

|  |  |  |
| --- | --- | --- |
| **Cat.** | **Description** | **Examples** |
| **1** | **Observational studies involving minor interference**Animals are not interacted with or, where there is interaction, it would not be expected to compromise the animal’s welfare any more than normal handling feeding etc. There is no pain or suffering involved | Observational study only such as photographing whales at close quarters; Breeding or reproductive study with no detriment to the animal; Behavioural study with minor environmental manipulation |
| **2** | **Animal unconscious without recovery**Animal is rendered unconscious under controlled circumstances (i.e. not in a field situation) with as little pain or distress as possible. Capture methods are not required. Any pain is minor and brief and does not require analgesia. Procedures are carried out on the unconscious animal that is then killed without regaining consciousness | No experimentation on living animals eg animals killed painlessly for dissection, biochemical analysis, in vitro cell culture, tissue or organ studies; Teaching surgical techniques on live, anaesthetised animals which are not allowed to recover following the procedure |
| **3** | **Minor conscious intervention without anaesthesia**Animal is subjected to minor procedures that would normally not require anaesthesia or analgesia. Any pain is minor and analgesia usually unnecessary, although some distress may occur as a result of trapping or handling | Injections, blood sampling in conscious animals;Minor dietary or environmental deprivation or manipulation, such as feeding nutrient-deficient diets for short periods; Trapping and release as used in species impact studies; Trapping and humane euthanasia for collection of specimens |
| **4** | **Minor operative procedures with recovery**Animal may be rendered unconscious with as little pain or distress as possible. A minor procedure such as cannulation or skin biopsy is carried out and the animal allowed to recover. Depending on the procedure, pain may be minor or moderate and post-operative analgesia may be appropriate. Field capture using chemical restraint methods is also included here | BiopsiesCannulationsSedation/anaesthesia for relocation, examination or injections/blood sampling |
| **5** | **Surgery with recovery**Animal may be rendered unconscious with as little pain or distress as possible. A major procedure such as abdominal or orthopaedic surgery is carried out and the animal allowed to recover. Postoperative pain is usually considerable and at a level requiring analgesia. | Orthopaedic surgeryAbdominal or thoracic surgery |
| **6** | **Minor physiological challenge**Animal remains conscious for some or all of the procedure. There is interference with the animal’s physiological or psychological processes. The challenge may cause only a small degree of pain/distress or any pain/distress is quickly and effectively alleviated. | Minor infection, minor or moderate phenotypic modification, early oncogenesisPolyclonal antibody productionAntiserum production |
| **7** | **Major physiological challenge**Animal remains conscious for some or all of the procedure. There is interference with the animal’s physiological or psychological processes. The challenge causes a moderate or large degree of pain/distress that is not quickly or effectively alleviated. | Major infection, major phenotypic modification, oncogenesis with pain alleviationIsolation or environmental deprivation for extended periodsMonoclonal antibody raising in mice |
| **8** | **Qld DPI Approved ONLY– LD 50; Death as an endpoint**This category only applies in those rare cases where the death of the animal is a planned part of the procedure. NB Under the Act, there are restrictions placed on lethality studies such as LD50 tests or similar. Investigators must apply to the DPI & F director-General to carry out such tests, gain AEC approval and pay a fee of $500 before the activity can proceed. (Where predictive signs of death have been determined and euthanasia is carried out before significant suffering occurs, category 6 or 7 applies.)**Death as an end point does not include: death by natural causes; animals which are euthanased on completion of the project; animals which are killed if something goes wrong; animals killed for dissection or for use as museum voucher specimens; or accidental deaths.** | Lethality testing (LD50, LC50)Toxicity testing with death as a planned end point without euthanasia. |