**AEC Project Application- Use of Animals for Scientific Purposes**

To be used by all Investigators undertaking work using animals including:

* *Researchers* applying for, or seeking renewal of, ethics approval to undertake research involving the use of animals; and
* *Coordinators* of units with *teaching activities* which involve the use or care of animals.

If conducting research on wildlife, please use the *AEC Project Application, Use of Animals for Scientific Purposes, WILDLIFE* form.

All Investigators and Participants must be familiar with the appropriate legislation covering their work and the National Health and Medical Research Council (NHMRC) (2013) [*Australian code for the care and use of animals for scientific purposes*](https://www.nhmrc.gov.au/guidelines-publications/ea28)(the Code).

Please refer to the *Guide to Completing the CDU AEC Project Application* prior to completion of this form.

Pre-submission review of your application by the CDU Animal Welfare Officer (AWO) is recommended. Please contact the AWO on 08 8946 6498 or [ethics@cdu.edu.au](mailto:ethics@cdu.edu.au) at least 2 weeks prior to the submission deadline to request review.

Submit a completed and signed electronic version together with the *CDU AEC Animal Usage Spreadsheet (in Excel spreadsheet format)* and relevant references and standard operating procedures (SOPs) to [ethics@cdu.edu.au](mailto:ethics@cdu.edu.au) by the [submission deadline.](https://www.cdu.edu.au/research-and-innovation/industry-collaboration/animal-ethics/meeting-dates-and-submission-deadlines)

Please note that failure to supply a fully completed application with all supportive documentation may result in delay of application processing (deferment of submission to a subsequent AEC meeting).

Please confirm the following items:

|  |  |
| --- | --- |
| A complete declaration/disclosure form has been attached for the Principal Investigator (Form A), and for each participant listed at item 1.2 who is a co-investigator or person performing animal work unsupervised (Form B). These are legal declarations and must be fully completed. |  |
| For non-CDU organisations: You (or your organisation) hold a valid Registration to use premises for teaching or research involving animals issued by the NT Animal Welfare Authority, and you have attached a copy of the Registration |  |
| You have supplied all relevant supporting information (this may include but is not limited to: Parks and Wildlife permit number, Medicines and Poisons Control permit, Lethabarb training certificate, interstate scientific use licence details, Firearms permit, Standard Operating Procedures, animal monitoring sheet with defined intervention points) |  |
| An Animal Usage Spreadsheet using the template supplied on the CDU AEC website has been attached as a separate Excel file. |  |
| The completed project application has been sighted by a representative of the Registered person and the declaration at item 6.3 completed. |  |

NOTE: the AEC includes members from a range of different backgrounds, please avoid unnecessary scientific terminology and write the application in plain English (lay language).

SECTION 1: ADMINISTRATION

1.1 Title of Project

|  |
| --- |
|  |

1.2 Investigators and Participants

NOTE: Postgraduate research or other students cannot be the Principal Investigator

Personnel will only be approved if they have current animal ethics training. This should be completed online prior to application submission. Please use the following link to access the training: <https://www.cdu.edu.au/research-and-innovation/industry-collaboration/animal-ethics/animal-ethics-training>

Refer to the *Guide to Completing the CDU AEC Project Application* for definitions of Principal Investigator, Co-Investigator and Participant. Listing all known participants allows the AEC to consider if the project can be run successfully.

**Principal Investigator**

|  |
| --- |
|  |

Principal Investigator to complete Form A (see 6.1)

**List of Co-Investigators/Other Participants**

Insert new rows if required. All Co-Investigators (persons performing work with animals unsupervised) must complete Form B (see 6.2)

|  |  |  |
| --- | --- | --- |
| **Participant Category** | **Name** | **Form B Declaration Attached?** |
| Choose an item. |  | Yes  No |
| Choose an item. |  | Yes  No |
| Choose an item. |  | Yes  No |
| Choose an item. |  | Yes  No |

1.3 Renewals, Resubmissions and Reapplications

Is this project:

|  |  |  |
| --- | --- | --- |
| i) A new project? | Yes | No |
| ii) A renewal of an existing project? | Yes | No |
| iii) The resubmission of a revised/rejected project? | Yes | No |
| If ‘yes’ to ii) or iii), what was the AEC Project title and number for the original submission? | | |
| iv) Has an application for this project/experiment previously been submitted to another AEC? | Yes | No |
| If yes to iv), what was the name of the AEC?  What was the outcome of the project’s review (approved/rejected/other)? | | |

1.4 Lead Institution’s NT Animal Research Registration No/Expiry:

*Choose an item.*

1.5 Type of Project: *Choose an item.*

1.6 Research Category: *Choose an item.*

Refer to Appendix 1.

1.7 Project Duration:

A maximum of 4 years approval can be requested.

Preferred commencement date:

Duration of project (years):

1.8 Funding of Project:

Source of Funding: *Click here to enter text.*

Duration of Funding: *Choose an item.*

Status of Funding: *Choose an item.*

If the funding application is not successful, will the project still go ahead?  Yes

No

NA

1.9 Are the results to be published?  Yes

No

NA

If “No”, please explain why not.

|  |
| --- |
|  |

1.10 Other Licenses and Permits

|  |  |  |  |
| --- | --- | --- | --- |
| **i) Does this project involve the use of native species?** | Yes | | No |
| If ‘Yes’ provide the Parks and Wildlife or Fisheries Permit No. and expiry (or equivalent for other jurisdictions). If not yet approved, advise of the status of the application. |  | | |
| **ii) Does this project involve the importation of animals or other biological agents?** | Yes | | No |
| If ‘Yes’ provide the Department of Agriculture & Water Resources Import Permit No. (or status of the application). |  | | |
| **iii) Are prescription or controlled drugs (S4 or S8) used in this project?** | Yes | | No |
| If ‘Yes’ provide a copy of the Medicines and Poisons Control Permit (or status of Authorisation application).  List the drugs approved for use: |  | | |
| **iv) Does this project involve the use of genetic technology or genetically modified organisms?** | Yes | | No |
| If ‘Yes’ provide the Biosafety Committee approval No. *(NLRD,DNIR etc)* |  | | |
| **v) Does this project involve the use of Unmanned Aerial Vehicles (i.e. drones)?**  If ‘Yes’ please provide details of any required permits/licenses or training (e.g. Civil Aviation Safety Authority, NT Parks & Wildlife).  If ‘Yes’, is this project subject to Defence Trade Controls?  [*(https://www.cdu.edu.au/research-and-innovation/ethics-and-integrity/defence-trade-controls*](https://charlesdarwinuni-my.sharepoint.com/personal/paula_glover_cdu_edu_au/Documents/AEC/New%20branding%202021/(https:/www.cdu.edu.au/research-and-innovation/support-and-services/integrity-quality-and-ethics/defence-trade-controls)*)* | Yes | No | |
|  |  | |
| Yes | No | |
| **vi) Is any part of this project carried outside of the Northern Territory?**  If ‘Yes’ list all states, territories and countries where work will be carried out. Provide scientific use licence numbers and expiry dates for all states/territories other than the NT.  For CDU Researchers conducting work outside of the NT Only: I confirm that I have contacted the Animal Welfare Officer regarding CDU licenses. I confirm that I am aware of the licence conditions for the state where work will be conducted. | Yes | No | |
|  | | |
| Yes  No | | |

SECTION 2: JUSTIFICATION FOR ANIMAL USE

The [*Australian code for the care and use of animals for scientific purposes*](https://www.nhmrc.gov.au/guidelines-publications/ea28) states that “Animal experiments may only be performed when the scientific merit justifies the use of animals”. The answers provided are crucial for the assessment of the scientific merit of the project and the justification of animal use. Your answers in this section should be given in lay terms.

2.1 Glossary of terms

Provide a list, including definitions, for any technical terms and acronyms to assist the Animal Ethics Committee (AEC) to understand the application:

|  |
| --- |
|  |

2.2 What is the aim of the project?

What do you hope the project will establish or achieve that is different to what is already known/established?

|  |
| --- |
|  |

2.3 Describe the project.

Briefly, explain what you are trying to demonstrate/the hypothesis that the project is testing, including the use of the animals in this project. For example, *the work is designed to define whether the use of local anaesthesia prior to dehorning cattle significantly increases post-dehorning weight gains over a 40-day period* (more details are to be provided in Section 4).

|  |
| --- |
|  |

2.4 Comment on the *significance* of this project.

How is the impact on the animals justified in relation to the outcomes the project has been designed to deliver?

|  |
| --- |
|  |

2.5-2.7 The 3R’s

NOTE: to answer the following questions, refer to the guiding principles in the [*Australian Code for the Care and Use of Animals for Scientific Purposes*](https://www.nhmrc.gov.au/guidelines-publications/ea28)*,* and *The Guide to Completing the CDU AEC Project Application.*

These sections must be completed in detail. “Not Applicable (NA)” is not an acceptable answer.

For teaching activities, this section should be completed at item 5.8.

2.5 Replacement

Why is it necessary to use/capture animals in this project? What have you done to seek out suitable alternatives that would not involve the use of animals, and if such alternatives exist, why can’t they be used in this project?

|  |
| --- |
|  |

2.6 Reduction

Justify, in terms of experimental/teaching design, educational outcome, or survey requirements, why you need to use/capture the number and type(s) of animals that you have requested. Statistical justification is required where applicable, particularly for animal use in research as opposed to survey work. Consideration of experimental power is highly recommended in answering this question.

|  |
| --- |
|  |

If the project repeats previously reported experiments/studies on animals, please summarise the reasons why this repetition is necessary. Include references to justify this.

|  |
| --- |
|  |

**2.7 Refinement**

Detail what consideration has been given to the principle of Refinement in developing the methodology of this project. Refinement involves steps taken to minimise the impact on animals involved.

If you are planning on collecting voucher specimens your responses to Section 3.2 need to also detail how the impact on these individuals will be minimised, and what the likely impact is on the animal population involved.

|  |
| --- |
|  |

SECTION 3: NUMBERS AND TYPE(S) OF ANIMALS PROPOSED FOR USE

3.1 What animal species and numbers are to be used/captured?

Using the *Animal Usage Spreadsheet* available on the [CDU AEC Website](https://www.cdu.edu.au/research-and-innovation/industry-collaboration/animal-ethics), provide details of the animals to be used, including the numbers of each animal required per procedure code. Refer to Appendix 1 for information on procedure codes. Once completed, submit the spreadsheet as a separate electronic Excel file together with this application via email to [ethics@cdu.edu.au](mailto:ethics@cdu.edu.au).

3.2 Will you be collecting any voucher specimens as per the Code, 3.3.42?  Yes  No

Voucher Specimen means an animal that has been euthanased and is preserved and retained as a reference.

If the answer is ‘Yes’, please provide the following information:

a) How many voucher specimens per species and per site?

|  |
| --- |
|  |

b) Why do you need the voucher specimens?

Voucher specimens should never be undertaken without prior justification, please justify why voucher specimens are required.

|  |
| --- |
|  |

Please note: You will need to justify the taking of each voucher specimen in your *Progress/Final Report*.

c) Have you contacted a museum or publicly available reference collection to take the voucher specimens? If so, provide details.

Note: Section 3.3.42 of the code states *When animals are collected as voucher specimens ii) the specimens must be appropriately documented and lodged with an institution that manages a publicly accessible reference collection.*

|  |
| --- |
|  |

d) What is the estimated population of the species involved and what do you estimate will be the impact on the population of the collection of these specimens?

|  |
| --- |
|  |

e) Please detail how you will preserve and transport the voucher specimens to its destination.

|  |
| --- |
|  |

3.3 Will you be collecting genetic samples?  Yes  No

**Genetic samples** means the collection of tissue for genetic analysis.

If the answer is ‘Yes’ please provide the following information:

a) Why do you need to collect genetic samples?

|  |
| --- |
|  |

b) How many genetic samples are to be taken per species?

|  |
| --- |
|  |

c) Please detail what samples will be taken per species (what sample will be taken (hair, blood, tissue), from where on the animal, and how will it be taken)? Detailed procedures should be supplied for all sample collection.

|  |
| --- |
|  |

d) What is the fate of the genetic samples:

i) How will samples be stored?

|  |
| --- |
|  |

ii) Where will samples be stored?

|  |
| --- |
|  |

iii) Where and when will samples be analysed?

|  |
| --- |
|  |

**SECTION 4: ANIMAL SOURCE, MAINTENANCE & FATE**

## For guidelines on acceptable techniques and animal care please refer to the NHMRC [*Guidelines to promote the wellbeing of animals used for scientific purposes: The assessment and alleviation of pain and distress in research animals*](https://www.nhmrc.gov.au/about-us/publications/guidelines-promote-wellbeing-animals-used-scientific-purposes) and *the Guide to Completing the CDU AEC Project Application*

**4.1 EFFECTS OF PROJECT ON ANIMAL WELLBEING, PLANS TO MINIMISE DISTRESS AND MONITORING PROCEDURES**

**4.1.1 Sequence of Events**

Provide step-by-step details of the animals use from project initiation until they are no longer used for the project, or they are euthanased. A flow chart or table and images together with a written description, may assist in portraying this process. The sequence of events should include details of animal acquisition (such as trap setup for capture, transport to research/teaching site, personnel access to site or setup of cameras for observational work).

|  |
| --- |
|  |

**4.1.2 Identify and describe each step or procedure in this proposal that may compromise the animal’s well-being. State how these adverse effects will be minimised.**

This list may include any human interference such as capture, handling, housing, as well as experimental or teaching procedures (e.g. injections, surgery, blood sampling).

Account for all expected adverse events (even if considered minor) and the potential outcomes of each (e.g. mortality risk percentage or morbidity rates). Please provide support for the estimated rates stated if possible (e.g. 5% estimated from Jones 2018; 0.5% from previous field experience)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of Procedure | Expected adverse effects (A) | Potential complication (B) | Mortality risk percentage (if applicable) (C) | Refinement to minimise A, B and C |
| *E.g. Ear Marking* | *Pain at site of ear mark* | *Local infection in 0.1% of earmarked animals (Jones 2018)* | *0%* | *Tagging performed by a trained operator to minimise pain and distress during procedure. Equipment disinfected between use.* |
|  |  |  |  |  |
|  |  |  |  |  |

Include all treatment substances to be used (including anaesthetics and analgesics), if applicable.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Active Ingredient & Product Name | Concentration | Dose Rate | Route of Admin. | Frequency of Admin. | Uses/  Indications |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**For long-term captive animals:** Is there an expected mortality rate (percentage per annum) associated with natural attrition for the animals in this project? (e.g. mortality by disease or old age for cattle on extensive commercial properties or broodstock fish in aquaculture settings).

**Yes**  **No**

**If yes, please provide an estimated % (per annum). If possible, justify this number.**

|  |
| --- |
|  |

**4.1.3** **How will animal wellbeing be monitored at each stage of the project including: animal acquisition, housing, conduct of procedures, and post-procedure recovery?**

Include frequency of monitoring and methods used. For all studies involving more than immediate release of animals, please include **clinical monitoring sheets/animal record sheets.**

For any procedures with associated pain or distress, please state the defined intervention points for each stage/risk factor (See sections 3.1.18–3.1.19, 3.1.26–3.1.28, 3.3.13 of the Code).

|  |
| --- |
|  |

**4.1.4 Who will be monitoring the animals at each stage of the project including: animal acquisition, housing, conduct of procedures, and post-procedure recovery?**

Include who will be responsible for monitoring on weekends, public holidays and during emergencies (e.g. cyclone warnings etc).

|  |
| --- |
|  |

**4.1.5** **Who will perform the activities stated in this application and where will these activities be performed?**

|  |
| --- |
|  |

**4.2 SOURCE**

**4.2.1** **Where will animals be sourced from for this project?**

|  |
| --- |
|  |

**4.2.2 If animals to be used have been subjects in previous experiments or studies, describe what was previously done to the animals (include project number).**

|  |
| --- |
|  |

**4.3 ANIMAL HOUSING OR HOLDING**

Including temporary holding in the field and/or transporting between sites.

**4.3.1 List all sites/locations where activities will take place?**

|  |
| --- |
|  |

**4.3.2**  **What is the maximum time the animals will be 'held’/ participating in this project?**

|  |
| --- |
|  |

**4.3.3 Describe the housing / type of container to be used**

E.g. state dimensions of cage, bag, furnishings etc.

|  |
| --- |
|  |

**4.3.4 What will be the maximum and minimum number of animals per cage / container / yard?**

|  |
| --- |
|  |

**4.3.5 If contained individually, justify why animals must be socially isolated including why alternative options are unsuitable in this proposed work.**

|  |
| --- |
|  |

**4.3.6 What measures will be taken to enrich the environment for animals during routine maintenance before and after experimental or teaching procedures? (If applicable)**

|  |
| --- |
|  |

**4.4 FEEDING**

**4.4.1 What and how often will animals be fed and watered?**

|  |
| --- |
|  |

**4.5. FATE OF ANIMALS**

**Note:**

* **If the project involves observational work ONLY (e.g. camera trapping, scat collection, binocular observation), then please skip to Section 5.**
* **For all other projects, this section is MANDATORY and ‘NA’ will not be accepted as a valid response.**

**4.5.1 What will be the fate of the animals at the end of their involvement in the project?**

|  |
| --- |
|  |

**4.5.2 What action will you take if any animals are injured during the course of the project?**

Have you prepared a scaled intervention plan for the project – if so, please provide it.

|  |
| --- |
|  |

**4.5.3 What criteria will be used to determine the end-point of the experiment (conclude an animal’s involvement in the project):**

**a)** Under normal circumstances?

|  |
| --- |
|  |

**b)** In case of unexpected circumstances?

Outline what criteria would end an animal’s involvement early (such as an injury, undue stress, or risk of abandoning young).

|  |
| --- |
|  |

**4.5.4 If animals are to be euthanised as part of the project or because they are seriously injured:**

Should administration of euthanising agents/drugs be proposed, the individual administering the agent must be licensed to do so and provide proof of certification. Should euthanasia by firearm be proposed, please provide details of the persons experience and details of the firearms licence.

**a)** How will this be done?

For euthanising drugs, include the agent used, route of administration, and dose (e.g. mg/kg).

|  |
| --- |
|  |

**b)** Where will the euthanasia take place?

|  |
| --- |
|  |

**c)** Who will euthanise the animal(s) and what is their experience?

|  |
| --- |
|  |

**d)** How will the carcass/es be disposed?

|  |
| --- |
|  |

**e)** Could animal tissue be shared with other researchers for another research project?

|  |
| --- |
|  |

**SECTION 5: TEACHING PROJECTS (ONLY)**

**DELETE this section if not carrying out a teaching project**

NOTE: Teachers and facilitators should ensure they are familiar with the requirements of, and guidance in, Section 4 of the Code, *The care and use of animals for the achievement of educational outcomes in science.*

**5.1 Course / Unit / Practical Class Name:**

|  |
| --- |
|  |

**5.2 What is the estimated number of students undertaking the unit / course:**

**a)** per session?

**b)** per semester?

|  |
| --- |
|  |

**5.3 What is the student to instructor/supervisor ratio?**

|  |
| --- |
|  |

**5.4 Please specify the minimum and maximum number of animals to be used in a relevant time frame (e.g. number of times per class or per week) by each student?**

|  |
| --- |
|  |

**5.5 Will the students be handling live animals?**  YesNo

If you answered ‘Yes’, please explain what students will be doing with the animals. What steps have been/will be taken to ensure that the students are trained in animal handling techniques, and adequately supervised while handling the animals? This may be done with reference to SOPs.

|  |
| --- |
|  |

**5. 6 How would students be disadvantaged if animals were not used in this course, project, or procedure?**

|  |
| --- |
|  |

**5. 7 What are the learning outcomes for the unit / course?**

|  |
| --- |
|  |

**5. 8 Detail what consideration has been given to each of the “3 Rs” (Replacement, Reduction and Refinement) in developing this teaching module (refer to the Code).**

|  |
| --- |
|  |

**5.8.1 Replacement**

Why is it necessary to use animals in this teaching module? Have you considered whether there are parts of the teaching objective that could be achieved without the use of live animals? What have you done to seek out suitable alternatives that would not involve the use of animals and, if such alternatives exist, why can’t they be used effectively to achieve the necessary knowledge and skills?

|  |
| --- |
|  |

**5.8.2 Reduction**

Justify, in terms of teaching design and/or educational outcome, why you need to use the number and type(s) of animals that you have requested in 5.4 above.

If the work involved repeats previous teaching, please summarise the outcomes of that previous teaching (i.e. was the animal use effective at achieving the stated educational outcome) as this will assist the AEC in defining whether the number and types of animals involved is appropriate.

|  |
| --- |
|  |

**5.8.3 Refinement**

Detail what consideration has been given to the principle of Refinement to minimise adverse impacts on animals involved. Include reference to relevant competencies/instructions given to the students as per 5.5 above, as well as the level of oversight provided by teaching staff. Include cut-off points for intervention during the animal contact component/s of the course. NOTE: intervention points are to be more fully described in the context of an intervention plan under 5.12.

In addition, identify any aspects of the teaching environment that would provide ‘rewards’ for the animals, such as feeding them on entry to the yards or immediately after the teaching has finished.

|  |
| --- |
|  |

**5.9** **What is the maximum number of times each animal will be used? Why is this considered appropriate for the animal’s wellbeing?**

|  |
| --- |
|  |

**5.10 Describe how the attainment of the educational objectives will be assessed?**

Attach a student assessment, course feedback sheet etc.

|  |
| --- |
|  |

**5.11 Is animal use compulsory for students of the above course?**  Yes  No

If you answered ‘Yes’:

How and when were the students made aware of animal use in this unit / course?

If you answered ‘No’:

Please explain why there is justification for use of animals in the course if the objectives can be met without the need for students to undertake direct animal use to develop and demonstrate knowledge and skills?

|  |
| --- |
|  |

**5.12 Do the students receive instruction on their ethical and legal responsibilities involved in the use of animals for scientific purposes, as well as in the appropriate methods for animal care and use?**  Yes  No

If ‘Yes’ describe the instruction provided.

|  |
| --- |
|  |

Detail the intervention plan, including veterinary back up, that will be applied when an incident involving significant risk to animals occurs during a teaching session.

|  |
| --- |
|  |

SECTION 6: PARTICIPANT INFORMATION, DECLARATIONS AND DISCLOSURES

**6.1 FORM A** – **PRINCIPAL INVESTIGATOR**

NOTE: the Principal Investigator (PI) is required to accept accountability for the conduct and outcome of the project. Therefore, their role requires them to supervise, direct and coordinate the other investigators and steer the direction of the project. This means that the PI must be someone who has the authority, knowledge, and experience to make the ultimate decisions regarding the project.

The PI cannot be a student, peripheral participant or someone who is subordinate to another participant on the project. The organisation employing the PI will be the Lead Organisation responsible for the project and must therefore hold a Registration for animal research and teaching.

If the PI is unable to coordinate and oversee the administrative duties of the animal ethics process, they can delegate this role to another investigator, providing reasons for the delegation. If the PI is making a delegation, the name and contact details of this delegate must be entered below. However, the PI will remain the only person who can sign off on the ethics paperwork.

The following information is used to determine whether approval can be granted by the CDU AEC for you to conduct work under this research/teaching project. **Completion in full** is compulsory.

|  |  |  |
| --- | --- | --- |
| Name and Title: |  | |
| Date of Birth: |  | |
| Position and Qualifications: |  | |
| Organisation/Dept/School |  | |
| Address for Correspondence: |  | |
| Telephone Number: | T: | M: |
| Email: |  | |
| As the PI, detail your role in the project: | | |
| Outline your experience relevant to your role, the procedures, and the species being used in this project: | | |
| In the last 3 years have you attended Animal Ethics Training? Yes  No | | |
| If Yes and through CDU, please provide the Date of Completion | |  |
| If Yes and through other organisation, please attach a training certificate \* | | |
| If No, you will need to complete Animal Ethics Training before approval can be attained to conduct work on this project | | |

\*If not provided you will be required to complete Animal Ethics Training**.**

Delegation: I would like to delegate the administrative duties for this project to **Click here to enter text.** who will also be the administrative contact for AEC correspondence. Their Contact details are: **Click here to enter text.**

**Disclosure:**

In the last 10 years, either in Australia or overseas, have you:

1. Been found guilty by a court or been served with an infringement notice for an

offence under animal welfare legislation or involving an animal? Y/N

1. Been found guilty by a court of an offence involving an animal? Y/N
2. Had an animal research approval suspended or terminated by an Animal Ethics

Committee as a result of non-compliance or misconduct? Y/N

1. Undergone disciplinary action by an employer regarding your performance or

involvement in the care or handling of animals? Y/N

If the answer is ‘Y’ to any of the above questions, please provide details below:

|  |
| --- |
|  |

**Declaration:**

I **[INSERT FULL NAME]** solemnly and sincerely 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. I am responsible for this project application and agree to fulfil my role in the project as outlined in the application and according to any conditions proposed by the Animal Ethics Committee.
3. I will comply with the Animal Ethics Committee’s requirements for reporting and understand that failure to provide reports on time without acceptable justification, will result in a suspension to my Project Approval.
4. I certify that the use of animals and conduct of this project will comply with the *Animal Protection Act* (or applicable jurisdictional animal welfare legislation), the current edition of the *Australian Code for the Care and Use of Animals for Scientific Purposes*, NHMRC Policies, CDU AEC Policies and Procedures, and any directions given by the CDU AEC.
5. I have provided the information contained within this Project Application and any attachments to it, for the purpose of obtaining AEC approval to conduct work under this research / teaching project under the *Animal Protection Act 2018* (NT).
6. The contents of this declaration are true.
7. I am aware that it is an offence to make a declaration (for the purposes of AEC functions) that is false in any material particular.

|  |  |  |
| --- | --- | --- |
|  |  | on |
| Full Name | Signature | Date |

**6.2 FORM B –** **PARTICIPANT** **INFORMATION, DECLARATIONS and DISCLOSURES**

**(****Co-investigator or person performing animal work unsupervised)**

Supply one Declaration and Disclosure Form per person.

The following information is used to determine whether approval can be granted by the CDU AEC for you to conduct work under this research/teaching project. **Completion in full** is compulsory.

|  |  |  |  |
| --- | --- | --- | --- |
| Name and Title: |  | | |
| Date of Birth: |  | | |
| Position and Qualifications: |  | | |
| Organisation/Dept/School |  | | |
| Address for Correspondence: |  | | |
| Telephone Number: | T: | | M: |
| Email: |  | | |
| Student Number\*: | | IRMA ID: | |
| Describe your role in the project (key duties and responsibilities): | | | |
| Outline your experience relevant to your role, the procedures, and the species being used in this project: | | | |
| In the last 3 years have you attended Animal Ethics Training? Yes  No | | | |
| If Yes and through CDU, please provide the Date of Completion | | |  |
| If Yes and through other organisation, please attach a training certificate \*\* | | | |
| If No, you will need to complete Animal Ethics Training before approval can be attained to conduct work on this project | | | |

\*For CDU HDR students only, please supply your Student Number and IRMA ID in the space provided

\*\* If not provided you will be required to complete Animal Ethics Training**.**

**Disclosure:**

In the last 10 years, either in Australia or overseas, have you:

1. Been found guilty by a court or been served with an infringement notice for an

offence under animal welfare legislation or involving an animal? Y/N

1. Been found guilty by a court of an offence involving an animal? Y/N
2. Had an animal research approval suspended or terminated by an Animal Ethics

Committee as a result of non-compliance or misconduct? Y/N

1. Undergone disciplinary action by an employer regarding your performance or

involvement in the care or handling of animals? Y/N

If the answer is ‘Y’ to any of the above questions, please provide details below:

|  |
| --- |
|  |

**Declaration:**

I, **[INSERT FULL NAME],** solemnly and sincerely declare that:

1. I have read the project application and agree to fulfil my role in the project as outlined in the application and according to any conditions proposed by the Animal Ethics Committee.
2. I certify that the use of animals and conduct of this project will comply with the *Animal Protection Act* (or applicable jurisdictional animal welfare legislation), the current edition of the *Australian Code for the Care and Use of Animals for Scientific Purposes*, NHMRC Policies, CDU AEC Policies and Procedures, and any directions given by the CDU AEC.
3. I have provided the information contained within this Project Application and any attachments to it, for the purpose of obtaining AEC approval to conduct work under this research / teaching project under the *Animal Protection Act 2018* (NT).
4. The contents of this declaration are true.
5. I am aware that it is an offence to make a declaration (for the purposes of AEC functions) that is false in any material particular.

Project Title:

|  |  |  |
| --- | --- | --- |
|  |  | on |
| Full Name | Signature | Date |

6.3 FORM C – TO BE COMPLETED ON BEHALF OF THE REGISTERED PERSON BY:

HEAD OF DEPARTMENT *or* REPRESENTATIVE OF LEAD ORGANISATION

I have read the project application and I am satisfied that the use of animals is justified on scientific, educational or diagnostic grounds. I am authorised on behalf of the Registered person and I am satisfied that the Principal Investigator has the appropriate authority, qualifications, experience and resources to carry out their responsibilities in line with the project described in this document.

Project Title:

Name of Principal Investigator:

**Declaration**:

|  |  |  |
| --- | --- | --- |
|  |  | on |
| Full Name | Signature | Date |

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

|  |  |
| --- | --- |
| Position: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Department/Organisation: |  | | |
| Registration No. |  | Registration Expiry Date |  |

**For all non-CDU organisations:** Please provide the contact details for the organisation Executive Officer/Director/Head of Department (the representative of the Registered person- this should not be the Principal Investigator).

|  |  |  |
| --- | --- | --- |
| **Name:** | | |
| **Position:** | | |
| **Address:** | | |
| **Email address:** | | |
| **Contact phone numbers** | **T:** | **M:** |

If your Registration is set to expire over the next 12 months, please note that you must apply for a renewal at least 6 weeks in advance. Any lapse in Registration may result in ethics approval being suspended, and the cessation of all research and teaching activities under this Registration. Please see the [Animal Welfare Authority](https://nt.gov.au/environment/animals/animal-welfare/apply-for-licence-for-animals-in-teaching-or-research) website for additional information.

**APPENDIX 1**

*(DELETE these pages from your application before submitting)*

As a part of the AEC’s reporting obligations, projects are required to be categorised based on the type of research being carried out, and also on the level of impact the work will have on the animals. This allows CDU to look at trends in research that relate to animal use, improvements in animal welfare, and progress related to the 3Rs.

In 1.6 and 3.1 of the application (above) you are required to categorise your project based on the scientific purpose (research category) and the procedure impact (procedure code). Below is an explanation of each category with examples provided to assist you making the best choice. This appendix has been adapted from the Queensland Department of Agriculture and Fisheries, whose criteria we use.

**Question 1.6 – Research categories**

**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.

Examples:

* 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.

Examples:

* 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
* Disease surveillance and monitoring projects

**3. The Improvement of Animal Management or Production:**

Activities that aim to produce improvements in domestic or captive animal management or production.

Examples:

* 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.

Examples:

* 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 Vocational Education and Training (VET) students;
* Animals used at pre-, primary or secondary schools or colleges; 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.

Examples:

* Fauna surveys for environmental impact studies
* Research into methods to control feral animals

**Question 3.1 – Procedure Categories**

**1. Observational Studies Involving Minor Interference:** Animals are not interacted with or, where there is interaction, it would not be expected to compromise he animal's welfare any more than normal handling, feeding, etc. There is no pain or suffering involved.

Examples:

* Observational study only such as photographing whales at close quarters
* Pasture studies using grazing animals
* Teaching of normal, non-invasive husbandry such as handling, grooming, etc
* Camera trapping studies for wildlife, or the use of underwater cameras/BRUV for aquaculture.
* Use of call playback
* Breeding or reproductive study with no detriment to the animal
* Feeding trial, such as Digestible Energy determination of feed in a balanced diet
* Behavioural study with minor environmental manipulation

**2. 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.

Examples:

* Trapping and release of wildlife as used in species impact studies. Can include sampling procedures that are considered minor
* Capture (line/net/trap without anaesthesia) of fish and aquatic animals for identification, collection of specimens, or transmitter placement (where Aqui-S or local anaesthetic is not used)
* Injections (not vaccination trials), blood sampling in conscious animal
* Minor dietary or environmental deprivation or manipulation, such as feeding nutrient-deficient diets for short periods
* Stomach tubing, branding, dehorning young animals, shearing, etc

**3. Minor Operative Procedures with Recovery (includes use of sedatives/anaesthetics):** 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.

Examples:

* Biopsies
* Sedation/anaesthesia for relocation, handling/examination, sampling, or tagging.
* Cannulation
* Dehorning of adult animals with sedatives/local anaesthesia

**4. 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.

Examples:

* Orthopaedic surgery
* Abdominal or thoracic surgery
* Mulesing, castration with/without anaesthesia
* Placement of intraabdominal/intracoelomic transmitters

**5. 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.

Examples:

* Toxicity studies where the impact is minimal, or the impact is of a short duration/quickly alleviated
* Prolonged deficient diets, induction of metabolic disease
* Vaccination trials
* Antiserum production
* Polyclonal antibody production
* Minor infection, minor or moderate phenotypic modification, early oncogenesis
* Arthritis studies with pain alleviation

**6. 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**.**

Examples:

* Toxicity studies where the impact is significant, or the impact is of a long duration/not quickly alleviated
* Isolation or environmental deprivation for extended periods
* Monoclonal antibody raising in mice
* Major infection, major phenotypic modification, oncogenesis without pain alleviation
* Arthritis studies with no pain alleviation, uncontrolled metabolic disease

**7. Euthanasia for voucher specimens or samples for analysis:** Animal is humanely euthanased, either to be retained as a voucher specimen or to obtain specimens for analysis. This includes trapping and capture methods for wild animals prior to euthanasia. This may include the use of sedatives or anaesthetics.

Examples:

* Trapping/capture and humane euthanasia of a voucher specimen (note: a voucher specimen is an animal that has been euthanased and is preserved and retained as a reference).
* Overdose of Aqui-S to sedate and humanely euthanase fish for otolith collection.
* Humane euthanasia for the collection of tissue samples such as organ samples for heavy metal analysis**.**

**8. Animal Unconscious without Recovery (not field euthanasia):** Animal is rendered unconscious or euthanased under controlled circumstances (ie 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 animal that is then killed without regaining consciousness.

Examples:

* 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
* Live animals euthanased for later scientific use, eg rats and toads for dissection
* Collecting blood or plasma from anaesthetised dogs prior to euthanasia