

AEC Annual Reports

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FORM L: Animal Use Statistics 2010 Explanatory Notes What is Form L?

Form L is the format in which the Animal Welfare Unit of Industry and Investment NSW collects information on Animal Ethics Committee (AEC) activity and animal use in research and teaching which occurred in NSW during the calendar year (ie 1 January to 31 December). Under the Animal Research Act 1985 this information must be submitted by all accredited animal research establishments and holders of Animal Research Authorities by 31 March of the following year.

Form L consists of four sections, Sections A-D

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• **Form L - Section A: Animal Ethics Committee Activity Report**

This section requests information regarding Animal Ethics Committee (AEC) activities and provides an opportunity to report on the implementation of the principles of Replacement, Reduction and Refinement.

1. AEC name
2. Number of meetings held
3. Number of inspections carried out
4. Number of projects approved
5. Number of projects rejected
6. Number of projects modified after consideration by the AEC
7. Number of projects for which AEC approval was withdrawn prior to completion
8. Number of lethality tests approved by the AEC
9. Number of applications for research authorities from independent researchers made to the establishment
- 10. Most recent annual report of the AEC to the establishment.** (A copy of the most recent AEC annual report should be attached or mailed separately- see *Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* Clause 2.2.40 and ARRP Policy 5: Annual reporting by Animal Ethics Committees to accredited animal research establishments - <http://www.animaethics.org.au/policies-and-guidelines/operation>)
11. Techniques developed or adopted to:
Replace the use of live animals,*
Refine procedures to reduce adverse impacts on animal
Reduce the number of animals used.
12. Chair or establishment head Signature/ Date

Purpose of Annual Report

- To encourage self assess compliance with the animal research legislation
Specifically: *review activities and operations*
- Advise managers of the establishments of activities and identify measures needed to ensure ongoing compliance
- ARRP has developed a template covering all aspects of the policy to assist in this process and provide more consistent and relevant feedback

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- 13 *Did not address all reporting criteria or provide sufficient information for independent evaluation*
- 14 *Addressed all reporting criteria but provided insufficient information for independent evaluation*
- 13 *Were comprehensive but failed to report information on high impact studies*
- 13 *Comprehensive addressing all criteria in detail*

High Impact Studies

Category 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 which is not quickly or effectively alleviated.

Category 8: As An Endpoint

This category only applies in those rare cases where the death of the animal is a planned part of the procedures and animals die but are not euthanased. Where predictive signs of death have been determined *and* euthanasia is carried out before significant suffering occurs, they may be placed in category 6 or 7.

Examples: Lethality testing (including LD50, LC50)

• Animal Ethics Committee Annual Report Template

- [ESTABLISHMENT] Animal Ethics Committee
- Annual Report [YEAR]
- Submitted to [NAMES AND POSITIONS OF HEADS OF THE ESTABLISHMENT]
- Note: Where there are no matters to report under particular headings, the headings should still be included and notation made that there were no issues to report.
- **Introduction**
- <<Include a brief introduction on the scope of the AEC activities.>>
- **AEC membership**
- <<Include a list of members of the AEC and their categories of membership during the reporting year.>>
- **3. AEC meetings**
- << Include a list of the AEC meeting dates for the reporting year.>>
- **4. Numbers and types of projects assessed and approved or rejected**
- << In accordance with *Clause 2.2.40(i) of the Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* - include reasons for the rejection of projects. This section should include information on projects approved with high adverse impact on the welfare of animals (that is **Category 7: Major Physiological Challenge and Category 8: Death as an End Point – see Form L: Annual Return on Animal Use**). The information should include measures implemented to reduce the number of high impact projects approved and to reduce the number of animals used in high impact projects.>>
- **5. Physical facilities for the care and use of animals by the establishment**
- << In accordance with *Clause 2.2.40(ii) of the Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* - comment on the adequacy of facilities for animal care and use.>>
- **6. Activities that have supported the educational needs of AEC members, and of personnel involved in the care and use of animals**
- << In accordance with *Clause 2.2.40(iii) of the Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* - include:
 - * relevant training/workshops/seminars attended by members of the AEC
 - * activities to support the educational needs of animal researchers/teachers and animal carers
 - * any additional educational needs that have been identified and recommendations for how these needs may be met. >>
- **7. Administrative or other difficulties being experienced**
- << In accordance with *Clause 2.2.40(iv) of the Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* - identify any difficulties and how (or if) they have been resolved and, if necessary, recommendations for action.>>
- **8. Any matters that may affect the establishment's ability to maintain compliance with the Code and if necessary the provision of suitable recommendations**
- << In accordance with *Clause 2.2.40(v) of the Australian Code of Practice for the Care and Use of Animals for Scientific Purposes* - include specific cases of non-compliance and how these were dealt with.>>
- **9. The 3 Rs: Replacement, reduction, refinement**
- <<Include examples of implementation of the 3 Rs.>>