ANIMAL ETHICS COMMITTEE GUIDELINE - RESEARCH ANIMAL BREEDING AND REPORTING

1 PURPOSE

To provide guidance to animal research personnel for reporting research animal breeding and supply activities to the Animal Ethics Committee.

2 SCOPE

These guidelines apply to all animal research breeding and supply activities carried out by Macquarie University animal research personnel under an Animal Research Authority issued by Macquarie University’s Animal Ethics Committee.

3 DEFINITIONS

Commonly defined terms are located in the University Glossary. The following definitions apply for the purpose of this Guideline:

Animal Ethics Committee (AEC) means the Macquarie University Committee set up under New South Wales animal research legislation to consider applications for the use of animals for research or teaching;

Animal Research Authority or ARA means the authority issued by Macquarie University on the recommendation of the Animal Ethics Committee and which covers the experimental protocol as approved by the AEC;

Animal research personnel means all personnel involved in the care or use of animals for research or teaching purposes, and includes researchers, research students, volunteers and collaborators on animal research projects, as well as animal care personnel.

4 GUIDELINES

Context Overview

Macquarie University’s Animal Supplier’s Licence requires that the Animal Facilities, and where relevant, researchers, provide reports to the Animal Ethics Committee (AEC) at least six monthly on the fertility, fecundity, morbidity and mortality of all breeding colonies and on the number of animals culled and the reason for culling.
The Australian Code for the care and use of animals for scientific purposes (Australian Code) requires that breeding of animals be managed to avoid or minimise the production of excess animals and that records be maintained of the care and monitoring of animals, health status and breeding performance of animals, and response to adverse events, and that these records be made available to the AEC. Furthermore, the Australian Code suggests that records of health status and breeding performance include:

- the source, care, supply, movement between locations and use of the animals
- details of all diseases in the facility
- the fertility, fecundity, morbidity and mortality rates of breeding colonies
- the health status, genetic constitution and physical environment of the animals.

Under the Australian Code the person responsible for the overall management of a facility used for breeding and holding animals must ensure that reports are provided to the AEC in accordance with AEC and institutional policies and procedures including an annual report of activities and prompt notification of unexpected adverse events related to animals for which they are responsible.

**Frequency of Reporting**

The named Principal Investigator for a breeding and supply project will report to the AEC on breeding and supply activities every 6 months from the commencement date of the ARA. The report submitted at the time of the AEC annual review should cover the preceding 12 months.

These reports will be submitted to the AEC as soon as possible after the close of the period to which they pertain.

Adverse event reports will be submitted to the AEC as soon as possible after the incident.

**Content of Half Yearly Report**

The half yearly report will include:

- A “snap shot” of the number of animals held at the end of the reporting period.
- The fertility, fecundity, morbidity and mortality rates of breeding colonies.
- Details of the turnover of animals during the reporting period including: number introduced, number born, number supplied to research/teaching projects, number died or euthanased due to illness, number culled (healthy animals euthanased as excess to requirements), number of retired breeders culled, number and percentage of pre weaning mortalities (illness or injury).
- The reasons for the number of healthy animals culled during the reporting period.
- Details of health monitoring, and health status of the breeding colony.
- Details of genetic monitoring and genetic status of the breeding colony.
• Details of monitoring of the physical environment.
• Summary of any adverse events occurring during the reporting period including any injury or disease in any animal.
• Details of the source of introduced animals during the reporting period and the numbers of animals obtained from each source.
• Details of individuals or institutions to whom animals were supplied during the reporting period and the number of animals supplied to them.
• Details of any areas in which the Animal Ethics Committee may assist the supply unit.

A template for the half yearly report can be found on the Animal Ethics Website.

3.3 Content of Annual Report

The annual report will contain the information included in the half yearly report plus any additional information that may provide useful information to the AEC and University such as supply and animal holding trends compared to previous years, changes to facilities, equipment and staff and animal holding and supply by Department.

5 RELEVANT LEGISLATION

• Animal Research Act NSW (1985)
• Animal Research Regulation NSW (2010)
• Australian code for the care and use of animals for scientific purposes (2013)

6 KEY RELATED DOCUMENTS

• Animal Ethics Committee Terms of Reference and Procedures.
• Animal Research Review Panel Guideline 16: Supervision of Animal Supply by Animal Ethics Committees

7 NOTES

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