



Curtin University Standard Operating Procedure

MONITORING REQUIREMENTS FOR ANIMALS IN BUILDING

300

Number: TEC 22

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Aim/Purpose: To document and clearly define the requirements for monitoring animals by the researchers or investigators which are housed in Building 300, Curtin University, as required by the current Australian Code of Practice for the care and use of animals for scientific purposes, 8th Edition, 2013.

When animals are received by the animal facility, the monitoring plan that has been approved in the AEC application must be begun and adhered to. This will vary with the nature of the work. This must not be changed or amended without prior approval from the AEC.

Researchers must be able to demonstrate that their animals are being monitored adequately and appropriate records must be readily available for inspection in the animal room (See Code Sections 2.4.18, 2.4.30, 3.1.22)

It is strict policy in Building 300 that for each AEC protocol in each animal room, there must be a folder containing the following:

- a. Emergency Contact Details and Critical Information
- b. A copy of the final version of the full protocol
- c. A copy of the AEC approval letter (and annual renewal notices, if applicable)
- d. General Observation Record
- e. Specific monitoring records as required by the AEC

Folders and copies of forms and records are available from Building 300 Staff.

The Code (8th edition) states:

2.4.18 Investigators must take steps at all times to safeguard the wellbeing of animals by avoiding or minimising known or potential causes of harm, including pain and distress, to the animals. Steps include:



(iv) ensuring that animals used are identified either individually or in groups (see Clause 3.3.6)

(v) ensuring that people involved in the care and use of animals in the project are knowledgeable about the normal behaviour and signs of pain and distress for the species they will use

(vi) ensuring that animals are monitored and assessed at all stages of the project for signs of pain and distress, including deviations from normal behaviour (see Clauses 3.1.20–3.1.21). Such monitoring and assessment must be conducted at a frequency sufficient to detect such signs at an early stage, as determined by the procedure, and ensure that the planned endpoints are detected

(vii) maintaining records of monitoring and assessment of animal wellbeing (see Clauses 2.4.30– 2.4.33 and 3.1.22)

2.4.20 Investigators must:

(ii) 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. Depending on the type of project, this may include monitoring by animal carers.

2.4.30 Investigators must maintain records of the care and use of animals, and make such records available to the institution, the AEC and authorised external reviewers.

2.4.31 Investigators must ensure that records of monitoring and assessment of animals are in accordance with Clauses 3.1.21–3.1.22.

2.4.32 Investigators must ensure that records include:

(i) the origin/source of the animals and provisions for the animals at the conclusion of their use

(ii) the number of animals used

(iii) details of procedures, including dates, substances administered, analgesia and anaesthesia, and any unexpected outcomes

(iv) the condition of the animal, any adverse impact on animal wellbeing and actions taken as a result

(v) any additional information requested by the AEC

(vi) names of people performing the procedures and entering the records

(vii) names and contact details of people responsible for monitoring and emergency incidents.



2.4.33 When activities involve genetically modified animals, records must include:

- (i) the number of animals used for the creation and

3.1.21 Methods for monitoring and assessment of animal wellbeing should include:

- (i) the criteria that will be used to assess wellbeing
- (ii) the level and frequency of monitoring to ensure that any changes in an animal's condition are detected early
- (iii) the criteria that will be used to determine when action is required
- (iv) actions that will be taken so that adverse impacts on animal wellbeing, including predicted effects and unforeseen complications, are addressed rapidly and effectively
- (v) the methods for recording observations, treatments and actions
- (vi) flexibility to ensure a rapid and effective response to changes during the course of the project or activity.

3.1.22 Records of the monitoring and assessment of animal wellbeing must be:

- (i) sufficient to enable the AEC to verify that the wellbeing of animals has been monitored as agreed, and allow review and critical investigation of the cause(s) of and responses to unexpected adverse events as a basis for future prevention strategies
- (ii) accessible to all people involved in the care of the animal
- (iii) available for audit by the institution, the AEC and authorised external reviewers.

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Reviewed:

DATE					
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