

Letter of Agreement to

Conduct Scientific Activities Involving Animals

**Introduction**

The Department of Primary Industries and Regional Development holds a scientific licence to conduct animal research and, as such, must comply with all requirements of the *Australian code for the care and use of animals for scientific purposes 8th edition 2013*, as well as the *Animal Welfare Act 2002*. The Code requires all projects involving the use of animals to be approved by the Department’s Animal Ethics Committee before commencement. Conditional to this approval is that a written agreement is made between the Department and the owner/manager/nominated person of premises external to the Department where any scientific activities are to be conducted. The agreement must clearly specify the roles and responsibilities of personnel from the respective organisations. This document provides the required details and must be agreed to and signed by all respective parties.

**Parties to this Agreement:**

* Scientific licence holder, Department of Primary Industries and Regional Development (DPIRD)

3 Baron-Hay Court, South Perth WA 6151.

* Principal Investigator
* Property Owner Manage**r** Other (describe)

Name & address:

**Project details:**

|  |  |  |
| --- | --- | --- |
| Project Title: |  | AEC No: |
| Principal Investigator: |  |
| Start and finish date: |  |
| Brief outline of the activity: |  |

**Location, type and number of animals involved:**

Location of where the animals will be used:

|  |  |
| --- | --- |
| Type of animal/s (species, age, class): |  |
| Number of animals: |  |

**Procedures involving animals:**

|  |  |
| --- | --- |
| Task/procedure | Person responsible |
| Project specific procedures (list): |  |
| Provision of appropriate, safe facilities to handle/house animals: |  |
| Routine husbandry and management (in accordance with the approved activity and/or best practice): |  |
| Monitoring of animal welfare (in accordance with the approved activity and/or best practice): |  |
| Transport of animals (if required): |  |
| Humane destruction (if required): |  |

The Principal Investigator is satisfied that the person/s responsible for the daily care and management of the animals are competent.

The owner/manager/nominated person will ensure prompt communication with the Principal Investigator in the event of any unforeseen occurrence that may have a negative impact on the wellbeing of the animals or impact the approved activity for the duration of the project.

**We, the undersigned parties agree to the above and confirm that all individuals stated on this document understand and agree to their responsibilities.**

|  |  |  |
| --- | --- | --- |
|  | Principal Investigator | Property owner / manager /nominated person |
| Name: |  |  |
| Signature: |  |  |
| Date: |  |  |