



FIELD SITE NOTIFICATION FORM

Individuals and institutions that hold a licence to use animals for scientific purposes issued under the *Animal Welfare Act 2002* (licence holders) are required to advise the Department of Primary Industries and Regional Development (DPIRD) in writing of the locations where animals are used or kept for scientific purposes.

This form has been provided to enable licence holders to notify DPIRD of activities using animals for scientific purposes at field sites (locations that are not owned or managed by the licence holder).

Please submit a notification form if the:

- location(s) are in Western Australia; and
- location(s) have been approved by an animal ethics committee for the dates provided.

Should the location of animal use, or the start or end dates of animal use change, please notify DPIRD by submitting a new notification form with the appropriate changes.

This form must be submitted to DPIRD prior to animals being used for scientific purposes. Failure to provide the information required in accordance with the licensing conditions may result in the licence being suspended or revoked.

More information on locations where animals are used or kept for scientific purposes can be found on DPIRD's website. If you are unsure if you need to submit a notification form, please contact scientific.licensing@dpird.wa.gov.au.

To submit a notification form, please send the completed document to scientific.licensing@dpird.wa.gov.au.

Section 1 – Licensing and Project Details

Part A – Licensing Details

Name of scientific establishment (as printed on issued licence)

Licence number (as printed on issued licence)

Part B – Project Details

Project ID

Project Title (optional)

Part C – Animal Ethics Committee Approval

Name of Animal Ethics Committee that approved the project

Approval ID (if different to Project ID)

Part D – Contact Person(s) (*At least one (1) contact person must be provided*)

Name	Email	Phone

SIGNATURE OF AUTHORISED PERSON

Signature

Date

Name

Job Title

Email address

Phone number

Section 2 – Location and dates of animal use

Location Name	Location Address	Start date	End date

