





|  |
| --- |
| New Project Application Form  DPIRD Wildlife Animal Ethics Committee |

# Background

## The Wildlife Animal Ethics Committee (WAEC) is an Animal Ethics Committee (AEC) for the purposes of the Western Australian *Animal Welfare Act 2002* (AW Act) and provides services to scientific institutions and environmental scientists using animals for wildlife related scientific purposes who do not have access to their own institutional AEC. This New Project Application (NPA) form is for use by an applicant working under an institutional Scientific Use Licence (SUL) nominating the WAEC as its AEC and where there is a Formal Agreement (FA) in place for access to the WAEC.

## The WAEC is responsible for reviewing the application in compliance with the [*Australian code for the care and use of animals for scientific purposes 8th edition 2013, revised 2021*](https://www.nhmrc.gov.au/about-us/publications/australian-code-care-and-use-animals-scientific-purposes) (the Code) and will consider the ethical acceptability of the proposed use of animals, balancing the potential effects on the wellbeing of animals with the potential benefits of the project. Should the WAEC approve the project, approval may be granted for up to three years. Animal use must not commence until approved by the WAEC and a permit number has been provided in writing, and all other relevant approvals are in place.

## The information provided in this application should support the case for the ethical acceptability of the project and allow the WAEC to assess the project in relation to requirements of the Code.

## Please:

## Complete the form electronically in MS Word format (not pdf) and always ensure you are using the latest version of the form available at: [agric.wa.gov.au/animal-welfare/wildlife-animal-ethics-committee-waec](https://www.agric.wa.gov.au/animal-welfare/wildlife-animal-ethics-committee-waec).

## Refer to the Applicant Guide on the WAEC website for assistance in describing procedures and activities to the WAEC. Section 2.7.4 of the Code provides details of the information to be provided to an AEC for a project.

## Use and refer to the current Department of Biodiversity, Conservation and Attractions (DBCA) Standard Operating Procedures (SOPs), other WAEC approved SOPs and stakeholder guidance where applicable.

## Answer all questions thoroughly, accurately, concisely and in plain English. If ‘not applicable’ explain why.

## Ensure all the information required for the WAEC to adequately assess this project is included in this NPA, not in attached documents.

## Sign the Declaration on the form electronically.

Send your completed form (in MS Word format) and supporting documentation to the Executive Officer at [wildlifeaec@dpird.wa.gov.au](mailto:wildlifeaec@dpird.wa.gov.au).

**Committee use only:**

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title |  | | |
| **Date Received** |  | **NPA Number** |  |
| **Approval Date** |  | **Approval Permit #** | **WAEC** |
| **Chief Investigator** |  | **Date of Formal Agreement** | |
| **Project Activity Risk Category** |  | **Project Type** |  |

# Application details

|  |
| --- |
| **1. Project title:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **2. Chief Investigator (CI) title and name:** | | | |
| Email: |  | Mobile: |  |
| CI Institution / Organisation: | | | DPIRD Scientific Use  Licence # |
| CI current position: | | | |
| CI Biodiversity Conservation Regulations Licence / Authority type: #: | | | |
| Current CI competency form is attached or provided < 12 months ago: (click in box to tick) | | | |
| List permit numbers for any previous AEC approvals for **this** project: | | | |
| Alternate contact person name: | | | |
| Alternate contact person email: Mobile: | | | |

|  |  |
| --- | --- |
| **3. Glossary**: All scientific terms, abbreviations, acronyms, and words not in common usage must be clearly defined. Add rows as necessary. | |
| **Term or acronym, abbreviation** | **Plain English meaning / Context** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **4. Project personnel:** | | | |
| **Name** | **Role in this project** | **Describe recent relevant experience with fauna to be handled / observed AND methods / techniques to be used in this project (including euthanasia). Include previous relevant AEC numbers and institutions.** | **Identify any training requirements and how provided?** |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
|  | Role |  |  |
| If your project will engage volunteers, ensure records are kept of all volunteers involved in the project and who they were supervised by. Volunteers must understand and accept their responsibilities and requirements prior to assisting with any activities. | | | |

|  |  |
| --- | --- |
| **5. Are any other scientific institutions or their staff involved in aspects of this project?** | Yes  No |
| **If yes, please provide details below and attach copies of any AEC approval permits, MOUs, applications or agreements:**  Name of scientific institution: AEC approval number:  Detail other institutions involvement in the project: | |

|  |
| --- |
| **6. Project timeframe:** Projects will only be approved for a maximum of three (3) years. Extensions of up to one (1) year can be sought via the project amendment process. |
| **Start date:**  **End date:**  **Duration:** |

|  |
| --- |
| **7. Location of fieldwork:**  **a) Biogeographical / Geographical Region:**  **b) Distance and direction of study area(s) from nearest town(s) or geographical feature(s):**  **c) Number of study sites within each study area:**  **d) Insert below or attach a map showing project area in relation to major towns within a regional area. Please include any relevant information such as local government area, State Government administrative area, IBRA, Botanical Province etc.** |

|  |
| --- |
| **BENEFITS OF THE PROJECT** |
| **8. Purpose of the proposed project:** Choose an item. |

|  |
| --- |
| **9. Key aims: what do you expect to achieve by undertaking this project?** |
| * Click here to enter text. * Click here to enter text. * Click here to enter text. * Click here to enter text. |

|  |
| --- |
| **10. Justification for use of animals.**  **a) Relevance of project:**  **b) Scientific merit:**  **c) Benefits to species conservation and / or our community:**  **d) List any relevant guidance documents (e.g., environmental management plans, species recovery plans etc) and explain how they require this project to be undertaken:** |

|  |
| --- |
| **11. How will your results and data be shared publicly?** |

|  |
| --- |
| **STUDY DESIGN** |
| **12. Provide a description of the overall project design and methodology.**  **a) Project design:**  **b) Field work months and duration:**  **c) Methodology:**  **d) Data to be collected including measurements:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **13. Species and number of individuals that are expected to be handled or observed over the duration of the project:**  You may attach a spreadsheet providing it contains the same information as below in the Species table.  To add rows below, select the entire row; right click; insert rows below. | | | |
| **Common name**  (or description,  e.g. “small skink”) | **Scientific name**  (include subspecies where applicable) | **Total number of animals expected to be handled during project timeframe.** | **Total number of animals expected to be observed during project timeframe.** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  | **Total #** |  |
|  | | | |

|  |
| --- |
| **REPLACEMENT OF ANIMALS, METHODS OR EQUIPMENT** |
| **14. Why is the handling or observation of animals in their natural environment necessary to achieve the aim(s) of this project?**      **15.**  **What alternative less invasive or lower impact methods to animal use were investigated and considered, and why were they not suitable?** |

|  |
| --- |
| **REDUCTION OF NUMBERS AND / OR EFFORT** |
| **16. What strategies are in place to ensure that only the minimum number of animals necessary for the statistical rigor of this project will be used?** |
| **17. Is this a repeat of a previous study / survey? If so, why is further work required?** |
| **18. Explain how the recurrent use of animals will be reduced.** |

|  |  |  |
| --- | --- | --- |
| **REFINEMENT OF TECHNIQUES** | | |
| **19. Methods of capture / observation:** | | |
| **Method**  If other, please describe**.** | **Welfare risks** | **Mitigation measures** |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |
| Choose an item |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **20. Methods of tracking, including VHF/GPS/satellite collars, radio tags:** | | | | |
| **Method**  If other, please describe.  **Choose from Drop Down box** | **Species and number of animals to be tracked** | **Welfare risks** | | **Mitigation measures** (Refer to relevant DBCA or other approved SOPs) |
| Choose an item |  |  | |  |
| Choose an item |  |  | |  |
| Choose an item |  |  | |  |
| Choose an item |  |  | |  |
| Choose an item |  |  | |  |
| Choose an item |  |  | |  |
| **a) Transmitter specifications (type, weight, minimum battery life, release mechanism):**  **b) Length of time transmitters will be left on or checked for replacement:**  **c) Explain how animals will be re-trapped to check, replace, or remove transmitters:** | | | | |
| **21. Methods of marking:** | | | | |
| **Method** | **Species and number of animals** | **Welfare risks** | **Mitigation measures (Refer to relevant DBCA or other approved SOPs** | |
| 1. Choose an item. |  |  |  | |
| 2. Choose an item. |  |  |  | |
| 3. Choose an item. |  |  |  | |
| 4. Choose an item. |  |  |  | |
| 5. Choose an item. |  |  |  | |
| 6. Choose an item. |  |  |  | |

|  |
| --- |
| **22. Explain any further measures you are undertaking to refine your methods to improve animal welfare outcomes:** |

|  |
| --- |
| **VOUCHER SPECIMENS AND BIOLOGICAL SAMPLES** |
| **23.** **Voucher specimens:**  **a) If voucher specimens are to be collected, why is this necessary, and how many specimens will be collected?**    **b) Where will the voucher specimens be lodged?**  **c) Will vouchers be removed from the field alive or as dead specimens?**  **Alive  Dead**   * **If alive include transport and holding details in Section 26.** * **If dead specimen(s) include field euthanasia details in Section 27 d).**   **24. Biological samples:**  **a) If biological samples (tissue, hair, swab, blood etc) are to be collected, why is this necessary?**  **b) What type of samples and how many of each will be collected?**  **c) How will the samples be collected and how will the pain and risk of infection at the collection site be minimised?**  **d) Where will the samples be lodged / processed?** |

|  |
| --- |
| **ANIMAL HANDLING TIMELINE** |
| **25. Provide a brief description and expected timeline for animal handling from start to finish:** |

|  |
| --- |
| **TRANSPORTATION AND HOLDING** |
| **26. Describe the transportation and / or holding and housing of animals (including for animals to be vouchered):** |

|  |
| --- |
| **ADVERSE EVENTS AND EUTHANASIA** |
| **27. Management of animal well-being:**   1. **Identify how you will assess and monitor the well-being of the animals you are handling or observing:** 2. **Describe any adverse events (including unlikely and rare events) that may occur as a result of your intervention, how many do you expect (total number and proportion of total captured / handled), and how these events will be mitigated:**  |  |  |  |  | | --- | --- | --- | --- | | Adverse event | Total number expected | Proportion of total captured / handled | Mitigation measures | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |  1. **Outline your decision-making process for determining when an animal should be humanely killed and any arrangements for euthanasia and / or post-mortem examination (all listed animal handlers must be aware of decision-making processes and those competent to manage adverse events and euthanasia identified in S4 Project Personnel above):** 2. **Provide details on how voucher specimens will be euthanised in the field:** 3. **Identify the criteria animal handlers will use to confirm death**: 4. **Identify what pest / introduced species (e.g., wild dog, fox, house mouse, feral cat, rabbit, lorikeet, laughing dove) might be captured and describe how you intend to manage these (e.g., release at point of capture, euthanise):** |

|  |  |  |  |
| --- | --- | --- | --- |
| **28. Methods for euthanasia**: | | | |
| **Animal group, or species** | **Animal size / weight class** | **Method of euthanasia to be used.**  (indicate one-step or two-step process) | **Reference**  (DBCA SOP, approved guideline, firearms licence # etc.) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **29. List ANY administered substances, including sedatives, euthanasia drugs, vitamin injections and substances to be used:** | | | |
| Name of substance | Select drug/poison. | Select drug/poison. | Select drug/poison. |
| Action | Choose an item. | Choose an item. | Choose an item. |
| Route | Choose an item. | Choose an item. | Choose an item. |
| Dose (mL/kg) | ## ml/kg | ## ml/kg | ## ml/kg |
| Drug concentration |  |  |  |
| Dept. Health Poison Permit no. | #### | #### | #### |
| Permit holder |  |  |  |
| Poison Permit expiry date | enter a date. | enter a date. | enter a date. |

|  |
| --- |
| **30.** **Describe the fate of animals at the conclusion of fieldwork/experiment:** |
|  |

|  |
| --- |
| **REFERENCES AND FURTHER INFORMATION** |
| **31. Sources used to prepare this application:** |

|  |  |
| --- | --- |
| |  | | --- | | **CHIEF INVESTIGATOR DECLARATION** |   **32. Chief Investigator declaration**  **a) The Code**:   * I have read, understood and agree to abide by the [*Australian Code for the Care and Use of Animals for Scientific Purposes 8th Edition;*](https://www.nhmrc.gov.au/about-us/publications/australian-code-care-and-use-animals-scientific-purposes) including Chapter 2.4: Responsibilities of investigators.   **b) Project personnel responsibilities**:   * All project personnel are aware of and understand the techniques, methodology and any conditions approved for this project and any relevant approved Standard Operating Procedures. * Personnel identified as competent animal handlers have the qualifications, experience and training required for all procedures and species identified for the project and the competency to deal with adverse events should they occur. * Supervised training by a competent and trained person will be provided for all personnel who do not have the required level of skill and experience.   **c)** **Project resources (funding and personnel):**   * Adequate resources will be available to ensure that the project is conducted according to the project approval and conditions and animal welfare is not compromised.   **d)** **Adverse events:**   * + I agree to notify the WAEC within 24 hours of any significant issues relating to this project and to submit an adverse event form for any adverse events at the earliest possible opportunity.   **e)** **Documentation and reporting:**   * + I will keep records of the qualifications and / or experience of all listed personnel.   + I agree to submit Annual Animal Use reports to the Scientific Licencing Unit by the due date and to the standard required. I agree to maintain all documentation associated with this project as required under the Code and the WAEC approvals and protocols.   **f)** **I acknowledge that all the information contained in this application form is a true and accurate record.**  (*Tick box to acknowledge*)  I, *Enter name* acknowledge that as CI, I have ultimate responsibility for the care and use of animals in this project and agree to the above conditions and requirements.  I have advised all project personnel that they must have read, understood, and accepted their responsibilities in accordance with the Code, and are aware of their role and responsibility as part of this project.  **Signature:** **Date:** |

Important Disclaimer

The Chief Executive Officer of the Department of Primary Industries and Regional Development and the State of Western Australia accept no liability whatsoever by reason of negligence or otherwise arising from the use or release of this information or any part of it.

Copyright © State of Western Australia (Department of Primary Industries and Regional Development), 2024.

