

Quick Guide to Applying for Animal Ethics Approval

Assistance with animal ethics

Animal ethics at the ANU is managed by the Research Integrity & Ethics Team within Research Services. If you require assistance with animal ethics please contact:

animal.ethics@anu.edu.au

Executive Officer AEEC T: 6125 4290

Ethics Officers T: 6125 7945

Veterinary advice & assistance

ANU Vet T: 6125 4290 (desk)

Emergency veterinary assistance (24/7 on call) T: 61251130

The veterinarian can assist you with advice on specific techniques, anaesthetics and analgesia options for your project, they can also supply animal drugs.

The veterinarian must be contacted in all cases where animals become unwell or die unexpectedly (when not foreshadowed in the approved protocol).

Starting an animal ethics protocol in ARIES for the first time

If you have never been listed on an animal ethics protocol at ANU you will need to register as an ARIES users at <https://researchservices.anu.edu.au/ore/aries/> by completing the new user registration form Investigator/Author. Allow 48hours for your registration to be processed.

To create a new application log in to ARIES at <https://aries.anu.edu.au/content/ASP/ANULogin.asp>

Click on Animal Ethics, then Research Protocols, then the create button  to open a blank application form. Click on the save button routinely as you work to ensure information is not lost. Only click on submit once the application is finalised, submit locks the application and indicates to ethics officers that it is ready for review by the AEEC.

For detailed instructions on using ARIES go to: <https://researchservices.anu.edu.au/ori/animal/aries.php> and use the relevant reference documents of the right hand side of the page

Before pressing the button to submit a completed application in ARIES, applicants should generate a pdf version of the application for their records. To do this go to the Header page of the application and click on PRINT FORM on the right hand side, then click the magnifying glass, then link (1). A pdf version will then be generated, the last two pages of the pdf document must be signed and forwarded to animal.ethics@anu.edu.au . First time applicants must also provide a passport sized photo with their signature pages. The AEEC will review your application before they meet. It is a normal part of the review process to receive questions about your application, before or after the AEEC meets. You will be given sufficient time to respond to AEEC questions.

Addition of new staff or students to existing animal protocols

Complete the form titled New Co-Investigator Wildlife Form available under animal ethics reference documents at

<https://researchservices.anu.edu.au/ori/animal/forms/index.php>

Permits with state and territory governments

In order to approve research in other states and territories the ANU's AEEC is registered with the relevant government departments in the ACT, NSW, VIC, TAS, QLD and WA. If you are planning to conduct work in the NT or SA please contact the AEEC's Executive Officer.

Investigators conducting field work MUST obtain their own personal research permits with the relevant government departments in each state and territory before work commences. Before the the location of the work changes you MUST amend your AEEC protocol with the ANU to include new location and modify your research permits with government departments.

Licences for netting and banding birds and bats

The AEEC requires investigators conducting studies that involve the capture and banding of bats or birds to complete appropriate training and hold the correct banding authority as required by the Australian Bird and Bat Banding Scheme (ABBBS).

For further information on training and levels of authority go to the [ABBBS website](#) or contact the ACT ABBBS regional organiser: Mr Mark Clayton chollop7@bigpond.com
T + 61 (0)2 6241 3620

ANU Statistical Consulting Unit

The Statistical Consulting Unit (SCU) can assist with both experimental design and data analysis. The Unit is staffed by experienced practising statisticians who maintain regular contact with other statisticians at the ANU, CSIRO and elsewhere. They keep abreast of new developments in statistical practice and have extensive experience in the application of statistical methods across a broad range of disciplines. They develop new methods for unusual problems when necessary.

When should you contact the Statistical Consulting Unit? From the beginning of the project! A well designed project can save time, money and maximise the information obtained. We have seen cases of poorly-designed studies from which very little was salvageable. Collaboration between the statistical consultant and the client will be far more fruitful if the consultant is involved from the beginning of the project. Consultations are free of charge and there is no limit to consultation bookings.

For more information ANU Statistical Consulting Unit Home Page: <http://scu.anu.edu.au/>