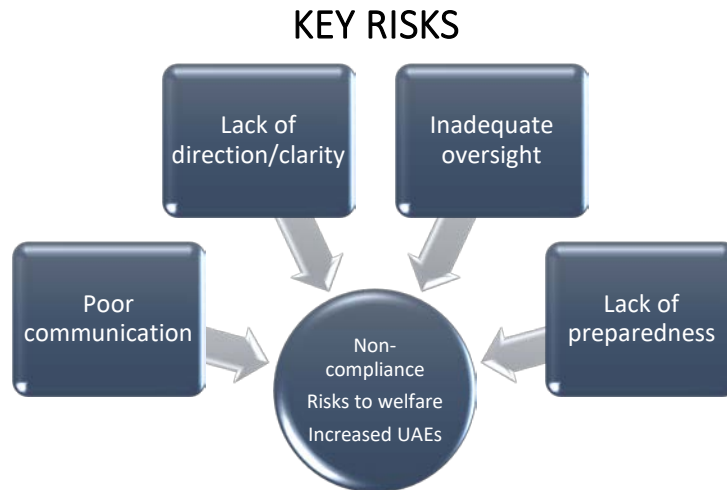


# ANU Laboratory Restart Planning Animal Based Work

*This document has been prepared to support animal welfare and research quality when animal and laboratory based work recommences at the University. It does not address the WHS risks or action plans that would be required if there was a positive COVID individual identified after restart is initiated.*



## IMPORTANT NOTES TO REMEMBER

It is critically important that all work being undertaken from restart is approved in a current animal ethics protocol. Before restarting work please consider the following:

- Are you up to date with your reporting requirements or do you have an annual report due?
- Do you need to request an extension of your current animal ethics protocol if it is due to expire in the coming months? You may need this if you were delayed in completing the work for the protocol or if you need additional time to complete your new application. Please note that no new experimental work can occur during any extension period.
- Do you need to adjust your experimental plan? Perhaps you have altered your approach after considering or researching your work further during the shutdown period. If this is the case, an amendment must be lodged with the animal ethics committee prior to modifying your project.
- Is your application due for renewal? Perhaps take this time in the few weeks before restart is announced to work on the application. Feel free to contact the animal ethics team at [animal.ethics@anu.edu.au](mailto:animal.ethics@anu.edu.au) or the vet team at [vetservices.rsd@anu.edu.au](mailto:vetservices.rsd@anu.edu.au) for any advice or a pre-submission review.

All work must comply with your current ethics approval and any conditions set by the committee. The expectation is that research quality is maintained to the highest standard and that no compromises are made to hasten the ability to restart animal experimentation.

## COMMUNICATION AND AUTHORITY

The DVC-R&I, at the recommendation of the ANU Senior Veterinarian, has stated that a minimum of one week set up and crosscheck period must be adhered to (measured from the date access on campus is approved) i.e., where no animal work is to be conducted for one week on return to campus to allow for proper preparation. During this interval, the attached "Restart Ready Checklist" must be completed and submitted to the local School Director.

## Veterinary Services Team Responsibilities and Activities

The Veterinary Services Team, with support of local areas/schools/facilities will have oversight of the activities around restart of animal-based laboratory activities in as far as they relate to animal welfare. Communication regarding animal welfare risk management and restart planning specific to animal-based activity are to be directed from the Veterinary Services Team.

Any issues that arise, or complications relating to animal based research that occur during the restart period must be communicated to the Veterinary Services Team with the local facility managers CCd. Students, staff or researchers that have concerns prior to restart can also contact the Veterinary Services Team or Animal Ethics Team for advice.

Unexpected Adverse Events must be reported through the University's published procedure. <https://services.anu.edu.au/files/guidance/Procedure%20for%20Managing%20%26%20Reporting%20Unexpected%20Adverse%20Ev...%20.pdf>

## **Animal Facility Responsibilities and Animal Supply Activities**

The availability of animals from local and interstate facilities may be limited during the restart period. It is the local animal facility's responsibility to appropriately manage the issuing of animals and ensure that enough animals are set aside for future breeding to expand colonies that have been placed in maintenance mode.

Communication regarding animal ordering and management of animal colonies will be the responsibility of local area facilities. The Australian Phenomics Facility will continue to manage all rodent ordering from external facilities.

## **Primary Investigator and Laboratory Responsibilities**

Completion of the Restart Ready Checklist for Animal-Based Work is the responsibility of the Primary Investigator for each animal ethics protocol. They may work with their local laboratory managers, Work Health and Safety Officers and other relevant individuals to complete the checklist to ensure that the laboratory is ready for animal-based work to resume. Critical supplies, those that have a short shelf life or those that are ordered from overseas and may be delayed, must be verified as being available prior to experiments beginning. This includes items that may be required for animals that are currently being bred for experiments three to four months into the future.

Communication and confirmation that the checklists have been completed and the laboratory satisfactorily prepared for animal-based research to resume is the responsibility of the Primary Investigator to communicate to the School Director prior to resuming work.

Any issues with equipment, restart preparedness or availability of supplies must be communicated within the local School with the laboratory managers and school Director notified. Such issues must be addressed appropriately prior to animal based laboratory work restarting.

## **School Level Responsibilities and Communication Plans**

Schools will have authority to manage the approval of restart of work under the University's agreed protocol for restart.

Communication of which projects have authority within the Schools to restart and their proposed timeline for restart must be communicated by School Directors to the Animal Facility Managers.

Animal Facility Managers must keep their staff up-to-date with the restart planning and the approval of projects so they are aware of pending orders and changes in communication that they may expect from their research colleagues.

The school and associated animal facilities must ensure that the school level supplies including basic supplies for animals (bedding/feed/PPE etc) and other school level consumables used for experiments are available to service the proposed increase in workload over the coming months and for the period of the proposed research activity.

## **Animal Ethics Responsibilities**

Researchers must continue to adhere to the compliance requirements related to their approved animal ethics protocol and rDNA approved dealings.

Communication regarding pending approvals, renewals and reports due will be issued from the Animal Ethics Team as per the usual process.

Enquiries from researchers regarding animal ethics processes must be communicated to the Animal Ethics Team.

## 'RESTART READY' CHECKLIST – PRIMARY INVESTIGATORS TO COMPLETE

The below checklist is to support research groups to methodically go through their required equipment, consumables and compliance requirements to ensure that animal based research can commence without compromising animal welfare or research quality. This checklist must be completed and all aspects of experimental work considered prior to commencing. This checklist is to be provided to the local School Director for approval and then copied and provided to the local facility. If you are unclear or uncertain on any aspects of your preparedness please contact the Veterinary Services Team who can work with you to review your planning.

Primary Investigator \_\_\_\_\_ Facility(s) to be Utilised \_\_\_\_\_

Animal Ethics Protocol #(s) \_\_\_\_\_

### Animals (can you source animals suitable to your planned experiment)

- The animals available are of the correct strain, age and sex
- Suitable controls are available to ensure experimental validity
- The animals are healthy and have no condition that may compromise their suitability
- The animals match the approved ethics protocol and will be transferred under the correct protocol prior to use
- The animal facility is able to support the restart of your studies with the delivery of animals and technical services, subject to the availabilities of animals and trained staff.
- There will be adequate time for acclimatisation to a new environment for animals ordered from campus (3 days) or from interstate (7 days).

### Equipment/Consumables (are your equipment/consumables ready for experimental work)

- Routine in-house maintenance has been completed and no issues identified
- Equipment is within major service date
- Equipment functionality has been validated with non-animal samples where possible
- Availability of equipment has been confirmed and a scheduling roster arranged
- All drugs, reagents, required *for the entirety of the experiment* are available
- PPE including gloves, gowns, masks are available – in particular for infectious studies
- There are appropriate hand washing/sanitizing materials available

### Compliance (do you have the necessary approvals to continue)

- Approvals in place (including AEEC, rDNA and other relevant approvals)
- AEEC Extensions/amendments approved
- Appropriate staff on required AEEC approvals
- Conditions/expectations on approved protocols have been rechecked and can be adhered to and all staff working under your protocol have been advised of any approved changes
- Everyone working with animals is aware of reporting responsibilities for sick/unwell animals and UAEs

### People (in addition to the University's standard requirements)

- Staff and students are adequately trained and confident to undertake any animal handling or procedures that are required throughout the planned experimental work (e.g. honours students or new staff). Necessary retraining, induction or refresher training has been arranged. Where there is shared responsibility for animal care or experimental procedures, there is a clear communication plan and care calendar in place that all group members/animal care staff are aware of and have agreed to. This includes an action plan if a member of the lab tests positive for Covid-19.
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Are there any other risks/issues that you need to address? (e.g. licencing, compliance)

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Primary Investigator

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Approving Officer