

**VICTORIA UNIVERSITY ANIMAL ETHICS COMMITTEE**

# ANNUAL PROGRESS REPORT ON APPROVED PROJECT

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| An Annual Report must be submitted for **ALL** projects, whether continuing or not. Reports must be returned to the:  The Victoria University Animal Ethics Committee  Research Services, Victoria University, PO Box 14428, Melbourne VIC 8001  Electronic copies to: aeec@vu.edu.au |

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| **1. AEC Approval Details.** | |
| AEC application number |  |
| Period for which project has been approved | \_ \_/\_ \_/\_ \_ \_ \_ To \_ \_ /\_ \_ /\_ \_ \_ \_ |

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| **2. Project Title** |
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| **3. Details of Principal Investigator Submitting this Report** | |
| Name |  |
| Contact Phone No. |  |
| Email. |  |

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| **4. Status of project:** (check one) | | |
| 4a Abandoned | If the project has been abandoned, please indicate why. |  |
| 4b Concluded | Do not complete this form. Please complete a Final Report |  |
| 4c Not yet Commenced | Please detail reasons for failure to commence and complete relevant sections of this form |  |
| 4d Continuing | Please complete all sections of this form | |

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| **5. Have there been any minor amendments approved?** | Yes  / No |
| If YES, please supply date(s) and summary for each amendment | |

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| **6. Have any Investigators left the project?** | Yes  / No |
| If YES, please supply names of those who have left the project | |

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| **7. Is the project meeting the aims detailed in the approved ethics application?** (please provide a statement in plain language comparing espoused aims and progress to date) |
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| **8. Number of Animals Used** (include information for each species/subspecies) | | | | | |
| Animal (strain/species) | Total Approved | Used\*  Previous Year(s) | Number alive in the facility at the end of this reporting year | Number used\* this year ( including those alive in the facility at the end of previous years and subsequently used | Total Number  Used\* so far |
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\*For non-recovery projects “used “means killed

\*For recovery projects such as wildlife-“used” may mean caught or examined

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| **9. Are Animals housed in this project?** | |
| Yes  / No | If YES, answer 10  If NO go to question 11 |

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| **10. Are animals being maintained according to G005 VU Animal Facility Standard Feeding, Bedding and Enrichment?** | |
| Yes  / No | If NO, please detail |

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| **11. Have there been any problems that have interfered with the progress of the project?**  Include those impacting on the welfare or health of the animals covered under this approval (e.g. illness of animals, equipment failure which required reruns, etc.). | |
| Yes  / No | If YES, please provide details. |

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| **12. Have any animals involved in the project died unexpectedly?** | | | Yes  / No |
| If YES | How many animals have died?  Cause(s) of death. | | |
|  | Provide date of this event |  | |

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| **13. Have there been any other adverse events you have reported?** | | | Yes  / No |
| If YES | Provide a brief summary of the adverse event and the date the report was lodged with the AEC |  | |

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| **14. Is the wellbeing of the animals consistent with that anticipated in the approved proposal?** | | Yes  / No |
| If NO, give details and describe what measures have been implemented to support the wellbeing of the animals. |  | |

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| **15. Are there any changes envisaged to the projects as originally approved?** | | Yes  / No |
| If YES, give details |  | |

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| **16. In the time since approval of this project what consideration has been given to potential replacement of the use of animals?** | |
| Give details |  |

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| **17. How have you refined your procedures or protocols to ensure impact to animal wellbeing is constantly considered?** | |
| Give details |  |

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| **18. Please list any papers/publications/conference presentations that have resulted from this project in the last year.** |
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| **19. Please list all students, both undergraduate (e.g. honours) and post graduate, that have been involved in this project this year.** |
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| **20. Was this work supported by a grant or contract this year?** | | Yes  / No |
| If YES please give brief details |  | |

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| **21. Over the next annual period, will you be purchasing/using animals on this project?**  **What funds are available for purchase and agistment for this year?** | |
| If YES please give details of projected animal numbers |  |
| If NO please give details of how the research project will be undertaken |  |
| Funding amount & source |  |

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| **22. Declarations** |

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| This annual report accurately reflects the current status of this project. | | | |
| Title | Name | Signature | Date |
| **Principal Investigator** |  |  | \_ \_ /\_ \_ /\_ \_ \_ \_ |
| **Director of Institute\***  **\*Teaching projects to be signed by College Dean** |  |  | \_ \_ /\_ \_ /\_ \_ \_ \_ |

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| The Victoria University Animal Ethics Committee (AEC) has reviewed this annual report and approves the continuation of the project. | | |
| Meeting Date | Signature | Date  \_ \_ /\_ \_ /\_ \_ \_ \_ |