**Collaborative research agreement between accredited animal research establishments**

Collaborative research most commonly refers to research or teaching involving the use of animals where people (employees or students) from two or more Accredited Animal Research Establishments work on the same project. This may occur at one location or over a number of locations. For guidance on collaborative research see:

* Clauses 2.6.4 – 2.6.8 of the *Australian code for the care and use of animals for scientific purposes* 8th Edition 2013
* Animal Research Review Panel Guideline 3: *Collaborative research between Accredited Animal Research Establishments*

**Reference**

This document is a reproduction of the ‘Collaborative research agreement template’ from the NSW Government Department of Primary Industries (NSW DPI), [*Animal Research Review Panel Guideline 3*](https://www.animalethics.org.au/policies-and-guidelines) (the Guideline), Collaborative research between Accredited Animal Research Establishments ***[Revised May 2018]***. In accordance with copyright obligations, ownership of the guideline by the NSW Department of Primary Industries is acknowledged.

The Guideline, as published by the NSW DPI, has been amended to add Clause 7, relating to non-compliance reporting.

**Terms of agreement**

1. This is a collaborative research agreement between the following Accredited Animal Research Establishments and their respective Animal Ethics Committees (AECs):

|  |  |
| --- | --- |
| **Accredited Animal Research Establishment**  | **Animal Ethics Committee** |
|  |  |
|  |  |

2. This agreement applies to the following project:

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **AEC project Number** | **Principal Investigator**  | **Principal Investigator’s Establishment** |
|  |  |  |  |

3. The following are the location(s) where animals will be held and used and the AEC(s) responsible for the approval and monitoring of animal care and use at each location.

*Note: Where animal care and use occurs at the location of an Accredited Animal Research Establishment, the AEC for this Establishment must approve and monitor this part of the research project.*

* Where parts of the project are approved and monitored by more than one AEC, each AEC must be provided with a copy of the full project application.

|  |  |  |  |
| --- | --- | --- | --- |
| **Location** | **Accredited Animal Research Establishment** | **AEC responsible for approval and monitoring** | **AEC application form to be used** |
|  |  |  |  |
|  |  |  |  |

4. If animals are to be transported, the following lists the AEC(s) responsible for approving and monitoring this transport:

|  |  |  |
| --- | --- | --- |
| **Location from** | **Location to** | **AEC responsible for approval and monitoring transport** |
|  |  |  |
|  |  |  |

5. Documents to be developed and provided between Establishments / AECs (for example AECs from Establishments A and B)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Establishment / AEC** | **Receive copy of signed collaborative agreement** | **Approve project occurring at Establishment for which it acts** | **Receive copy of approved AEC Application** | **Issue Animal Research Authority for research occurring at the Establishment (designated land)** | **Receive copy of Animal Research Authority****from other Establishment** | **Report animal use numbers to NSW DPI** |
| Establishment / AEC A |  |  |  |  |  |  |
| Establishment / AEC B |  |  |  |  |  |  |

***Please see the Appendix for examples of how this table could be completed.***

6. Contact people at each Establishment responsible for communication between the AECs.

|  |  |  |
| --- | --- | --- |
| **Name** | **Establishment** | **Contact details** |
|  |  |  |
|  |  |  |

7. Where a party to this agreement becomes aware of any non-compliance with this agreement, including any non-compliance with the associated animal research authority, that party must advise the other party as soon as practicable.

* It is the responsibility of the AEC Chair to ensure such notifications occur.
* Notifications are to be made in writing.
* Each party is at liberty to respond to and manage non-compliances in accordance with their institutional procedures, noting that non-compliance may lead to cessation of research activities and/or withdrawal of the animal research authority.

8. The undersigned agree that the nominated AECs will operate in accordance with the general responsibilities and project details described in this agreement or any agreed variation to this agreement (all being subject to compliance with the NSW ***Animal Research Act 1985* and *Regulation 2010***, and the ***Australian code for the care and use of animals for scientific purposes 8th edition 2013*)**.

|  |  |
| --- | --- |
| Name of Charles Sturt University ACEC Chair |  |
| Signature  |  |
| Date |  |
| Name of other institution AEC Chair |  |
| Signature  |  |
| Date |  |

**Appendix – Examples of completed agreement tables**

1. The table below is an example of a completed agreement table where a research project will occur using animals at only Establishment A.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Establishment / AEC** | **Receive copy of signed collaborative agreement** | **Approve project occurring at Establishment for which it acts** | **Receive copy of approved AEC Application** | **Issue Animal Research Authority for research occurring at the Establishment (designated land)** | **Receive copy of Animal Research Authority****from other Establishment** | **Report animal use numbers to NSW DPI** |
| Establishment / AEC A | **✓** | **✓** |  | **✓** |  | **✓** |
| Establishment / AEC B | **✓** |  | **✓** |  | **✓** |  |

2. The table below is an example of a completed agreement table where a research project will occur using animals at both Establishments A and B.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Establishment / AEC** | **Receive copy of signed collaborative agreement** | **Approve project occurring at Establishment for which it acts** | **Receive copy of approved AEC Application** | **Issue Animal Research Authority for research occurring at the Establishment (designated land)** | **Receive copy of Animal Research Authority****from other Establishment** | **Report animal use numbers to NSW DPI** |
| Establishment / AEC A | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** |
| Establishment / AEC B | **✓** | **✓** | **✓** | **✓** | **✓** |  |

**Responsibility for reporting of animal use numbers to NSW DPI should be agreed on as part of the Collaborative Agreement. Care should be taken to only report each animal used for the project once**.