

# La Trobe University

## Research and Graduate Studies Committee Animal Ethics Committee

### Annual Reporting: Compliance

All Chief Investigators with current or recently expired projects approved by the La Trobe University Animal Ethics Committee are required to submit (1) the annual usage return form requested by the Bureau of Animal Welfare and (2) the annual progress report or final report requested by the La Trobe University Animal Ethics Committee.

Documents containing the complete records for a particular calendar year must be forwarded to the Secretary, La Trobe University Animal Ethics Committee, no later than by 12 February the following year.

These reporting schedules are statutory requirements according to the *Australian Code of Practice For the Care and Use of Animals for Scientific Purposes 2004* Sections 2.2.37-38 and the *Prevention of Cruelty to Animals Regulations 1997* Part 3 Division 5 Section 24.

The La Trobe University Animal Ethics Committee ruled that "... non-compliance with annual progress reporting requirements would result in withdrawal of AEC approval from relevant current research projects and non-acceptance of new applications until outstanding progress reports have been submitted for Committee consideration." (Min.ref.15.iii)