



AEC guide to the classification of ‘minor’ and ‘major’ amendment requests

In accordance with section 2.2.3 of the *Australian code for the care and use of animals for scientific purposes, 8th Edition* (“the Code”), the University of Southern Queensland (USQ) has established an Animal Ethics Committee (AEC) Executive.

The USQ AEC have delegated to:

- the USQ AEC Executive - authority to review and approve minor amendments to approved projects or activities, with any approval decisions to be ratified at the next USQ AEC meeting
- the USQ AEC Chair – authority to review and approve minor amendments to approved projects, where the only amendments is to add and/or remove an investigator.

A minor amendment may include a change to an approved project or activity where the proposed change is not likely to cause harm to the animals, including pain and distress. All major amendments will be referred to the USQ AEC for review and approval.

The USQ AEC Executive or USQ AEC Chair must not approve new applications.

Examples of ‘minor’ and ‘major’ amendment requests are outlined below.

Minor (USQ AEC Executive or *USQ AEC Executive/USQ AEC Chair)	Major (USQ AEC Meeting)
<ul style="list-style-type: none"> • Change in personnel (with evidence of appropriate training the addition of new researchers to a protocol)* • Increase in animal numbers, where the number of animals requested is < 10% of the original animal numbers approved for the project, and up to n = 12. There will be a limit of one (1) such request per calendar year • Change in animal gender • Change in drugs used for pain management (if more effective) • Minor change to clinical score sheets/monitoring forms and/or monitoring regime (if more effective) • Minor change to the schedule of blood collection but without an increase in frequency of collections • Minor change to a non-surgical procedure (e.g. if less frequent or less invasive) • Change to methods of euthanasia (if less of an impact on animal well-being) • Extension of approval period (provided total project duration does not exceed 3 years) 	<ul style="list-style-type: none"> • Increase in animal numbers (>10% or >n=12) • Change of strain within species • Change in invasiveness of a non-surgical or surgical procedure • Change to methods of euthanasia • Addition or substitution of a non-surgical or a surgical procedure • Addition of a new intervention • Change in test compound or drugs used for pain management (other than effectiveness) • Major change/s to clinical score sheets/monitoring forms and/or monitoring regime • Extension of approval period >3 months (but for no longer than 3 years in total)

For further information please contact the [Ethics Coordinator](#).

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