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	Policy on Covid Site Inspections by Animal Ethics Committee Members	

This Policy applies to all sites approved to conduct projects by the CHM Alliance/PIC Animal Ethics Committee.

Introduction

During the current Covid Pandemic or any other similar pandemic Site Inspection activities are amended to ensure that travel restrictions, increased biosecurity requirements and health of all personnel including site staff, company personnel and relevant members of the AEC committee are protected.

Scope of Remote Site Inspection

Members of the AEC should remotely inspect all animal housing and laboratory areas regularly and record their findings. Records of inspections should include the names of those who attended, observations, any identified problems, follow-up and outcomes.

Inspections should include evidence for examination of:

- Animal holding facilities
- Animals (health and welfare)
- Research procedures
- Animal identification and care records
- Research records

Site inspections may be conducted remotely with the aid of various technologies including the following tools:

- Steve Peucker will organise a mutually suitable time for the remote site inspection after consultation with the relevant AEC members and personnel at the project site
- Project staff will be required to prepare for the remote inspection by collecting reasonable copies of samples of records listed in the Site Inspection Report. This will be based on a risk assessment of the project content and level of risk.
- Copies of required sample company project records will be submitted to the AEC inspection team members by email or posting of photographic evidence including records listed in the section of the *Australian code for the care and use of animals for scientific purposes, 8th Edition 2013* which deals with responsibilities and operation of Animal Ethics Committees (AECs)

On line discussion with animal carers and researchers during inspections will provide a means of obtaining information and providing an opportunity for contact between these people and AEC members:

- Interview researcher
- Request video or photographs of procedures, animal holding areas, animals held
- Ensure AEC guidelines for animal care are in place and that the farm manager / animal carer is familiar with these
- Review contentious research project procedures
- Convenience (procedure coinciding with inspection)
- Commonly occurring procedure
- Operator has not been seen performing procedure by the AEC
- Mechanisms are in place to ensure that the findings of inspections are reported back to the AEC by the presentation of inspection reports and that any necessary follow up is instituted.
- Inspection reports will also be issued to animal carers and researchers.