

	Company: CHM Alliance Pty Ltd	Issue date: 12 August 2013
	Document: AEC Complaint Record.doc	Authorised: Quality Manager
	CHM Alliance Pty Ltd AEC Complaint Record	

Details of any Complaints or Grievances

This section relates to any complaints or grievances received from any person or source relating to each particular animal use activity. Complaints or grievances relate only to breaches of the Australian code for the care and use of animals for scientific purposes, 8th Edition 2013 (the Code) that have been reported to any investigated by the Animal Ethics Committee.

This information is protected by the *Privacy Act 1988* and will not be disclosed to any third parties, except as required by law.

Source of complaint:

Enter the category of person or organisation that made the complaint or grievance and record the date the complaint was made.

There is no requirement to provide the name or address of the complainant in the report.

Complaint category: Insert the type of complaint from the pull down list.

Summary of findings: Give a brief summary of the investigation and outcome of the complaint. This should include any disciplinary or corrective action taken to prevent a recurrence of the problem.

Warning:

It is an offence for a person to provide false or misleading information, or to provide a false or misleading document or statement.

Complaint Categories

Accommodation	Food	Social deprivation
Cruelty	Neglect	Transport
Death of animals	Lameness	Water
Disease	Overcrowding	Non compliance with Scientific Code
Environmental factors	Shelter	Non compliance with AEC approval
Handling	Sickness	Handling Injury

Carrying out restricted scientific purpose with unregistered person using animals for scientific purposes.

Source

AEC member	Animal Welfare Group	Other institution
Government agency	Other	Public
Staff	Student	

CHM ALLIANCE PTY LTD Animal Ethics Complaint Record

Activity No	Complaint Date	Complaint Category (type)	Source	Summarise investigation findings and corrective action
Example: SA 12/02/2009	30/02/2009	Unregistered Person using Animals for Scientific Purposes	The public	<i>This is just an example. You can write more text.</i>

CHM ALLIANCE PTY LTD Animal Ethics Complaint Record

Activity No	Complaint Date	Complaint Category (type)	Source	Summarise investigation findings and corrective action
Example: SA 12/02/2009	30/02/2009	Unregistered Person using Animals for Scientific Purposes	The public	<i>This is just an example. You can write more text.</i>