

## Animal Ethics Committee Current Document Register

**Current as at: 18 May 2018**

Document ID	Date	Description
1 Cover AEC Manual.doc	Oct 2015	Manual cover page
2 AEC TOC 271117.doc	27 November 2017	Animal Ethics Committee Manual Table of Contents
<b>Section 1: Document Registers</b>		
3 AEC Current Document Register.doc	Current version	Current Document Register
4 AEC External Document Register 020118.doc	2 January 2018	AEC External Document Register
<b>Section 2: Terms of Reference</b>		
5 CHM AEC TOR 300915.doc	30 September 2015	AEC Terms of Reference
<b>Section 3: Membership</b>		
6 AEC Member/Advisor details 310715.doc	31 July 2015	CHM Alliance Pty Ltd Animal Ethics Committee Member/Advisor Details Form
7 AEC Confidentiality Agreement.doc	10 July 2009	Animal Ethics Committee Confidentiality Agreement
8 AEC Induction Checklist 280916.doc	28 Sept 2016	Animal Ethics Committee Induction Checklist
9 Guidelines for CHM AEC Members 120813.doc	12 August 2013	Guidelines for CHM Alliance Pty Ltd AEC Members
10 AEC Policy on Committee Membership 120813.doc	12 August 2013	Policy Criteria for Assessment of Animal Ethics Committee Membership
11 AEC Policy Conflict of Interest 120813.doc	12 August 2013	Policy Conflict of Interest with Membership of Animal Ethics Committee
12 Policy Payment of AEC Members 160517.doc	16 May 2017	Policy – Payment of AEC Members
13 AEC Contact List Proforma.doc	25 February 2010	AEC Contact List Proforma
<b>Section 4: Meetings</b>		
14 AEC Policy Committee Meeting Frequency 120813.doc	12 August 2013	Policy Frequency of Animal Ethics Committee Meetings
15 AEC Meeting Agenda 200715.doc	20 July 2015	Committee Meeting Agenda
16 Meeting Checklist.doc	17 November 2010	Meeting Checklist
17A CHM Checklist for Assessing AEC Proposal 061116.doc	6 November 2017	CHM Checklist for Assessing AEC Proposal
17B PIC Checklist for Assessing AEC Proposal 061117.doc	6 November 2017	PIC Checklist for Assessing AEC Proposal
18 AEC Expense Claim Form 160517.doc	16 May 2017	Expense Claim Form
19 Glossary of Terms for AEC.doc	17 December 2009	Glossary of Terms
<b>Section 5: Project documentation</b>		
20 AEC Policy for Emergency Procedures 120813.doc	12 August 2013	AEC Policy for Emergency Procedures

Document ID	Date	Description
21A AEC Project Proposal 310717.doc	31 July 2017	Project Proposal to Use Animals for a Scientific Purpose
21B PIC AEC Project Proposal 061117.doc	6 November 2017	PIC AEC Project Proposal to Use Animals for a Scientific Purpose
22 AEC Training Project Proposal 180518.doc	18 May 2018	AEC Training Project Proposal to Use Animals for Scientific Purpose
23 AEC Minor Variation Application 180518.doc	18 May 2018	Minor Variation to an Approved Project Application for Approval
24A AEC Project Completion Advice 290714.doc	29 July 2014	Project Completion Advice to the Animal Ethics Committee
24B PIC AEC Project Completion Advice 021117.doc	2 November 2017	PIC AEC Project Completion Advice to the Animal Ethics Committee
25A AEC Report of Adverse or Unexpected Events 271117.doc	27 November 2017	AEC Report of adverse or unexpected events during the conduct of an approved project
25B PIC AEC Report of Adverse Unexpected Effects 021117.doc	2 November 2017	PIC AEC Report of adverse or unexpected effects during the conduct of an approved project
26A AEC Annual Progress Report 110117.doc	11 Jan 2017	AEC Annual Progress Report to CHM Alliance Pty Ltd Animal Ethics Committee
26B PIC AEC Annual Progress Report 021117.docx	2 November 2017	PIC AEC Annual Progress Report
27 AEC Review Application 280909.doc	28 September 2009	AEC Decision Review Application
28 AEC Project Register.doc	21 January 2011	AEC Project Register
29 AEC Project Staff Induction Checklist 120813.doc	12 August 2013	AEC Induction Record for Project Staff
30 Standard Westbrook Project Proposal 210318.doc	21 March 2018	Standard Westbrook Project Proposal to Use Animals for a Scientific Purpose
31 Standard Westbrook Sow Research Project Proposal 310717.doc	31 July 2017	Standard Westbrook Sow Research Project Proposal to Use Animals for a Scientific Purpose
32 AEC Project Not Commenced Report 100315.docx	10 March 2015	AEC Project Not Commenced Report
33 AEC Westbrook Approved Supplier List 010616.xls	1 June 2016	AEC Approved Supplier List (Westbrook Manual)
39 PIC AEC Animal Research Authority 201117.doc	20 November 2017	PIC AEC Animal Research Authority - Proforma
40 SunPork Collaborative Research Agreement 160617.docx	16 June 2017	SunPork Solutions Collaborative Research Agreement
<b>Section 6: Site inspections</b>		
34 AEC Policy on Site Inspections by AEC 120813.doc	12 August 2013	AEC Policy on Site Inspections by AEC Members
35A AEC Site Inspection Report 110717.doc	11 July 2017	AEC Site Inspection Report to the Animal Ethics Committee
35B PIC AEC Site Inspection Report 021117.doc	2 November 2017	PIC AEC Site Inspection Report

Document ID	Date	Description
<b>Section 7: Responsible Research / Grievance / Complaints</b>		
36 AEC Policy for Grievance Procedures 180917.doc	18 September 2017	AEC Policy for Grievance Procedures
37 AEC Complaint Procedure 070109.doc	7 January 2009	AEC Complaint Procedure
38 AEC Complaint Record 120813.doc	12 August 2013	AEC Complaint Record
41 AEC Principles for Responsible Research 190917.docx	19 September 2017	AEC Principles for Responsible Research
<b>Training Material</b>		
CHM AEC Member Training Manual 260516.docx	26 May 2016	CHM AEC Member Training Manual
<b>Organisation Chart</b>		
CPC Westbrook Pig Research Facility Org Chart 100217.vsd	10 February 2017	CPC Westbrook Pig Research Facility Org Chart