

Individual Authorisation licence category definitions

Category A – Observation only

This category covers staff members, students, and other persons including volunteers involved in observation only projects, including surveys, monitoring involving the use of camera traps or the use of drones to survey animals. This category does not cover any handling of animals and is only suitable for people working on projects where physical contact with animals is not required. Projects involving the collection of eDNA outside of a laboratory setting where there is no interaction with animals does not require an Authorisation.

Category B – Supervision required when handling animals

This category covers students, research assistants and staff members who have limited experience in handling animals and will require training. This licence only allows the licence holder to work under the supervision of a Category C licence holder. Once deemed competent in the procedures/techniques required for the project they are listed under they can then apply for a Category C licence to allow them to work unsupervised.

Animal Technicians/technical staff should apply for this category licence if they will be listed on experimental protocol applications and will be undertaking technical procedures on animals under supervision. (Note - if only carrying out routine husbandry tasks, then a Category D licence would be more appropriate).

Category C – Full licence

This category covers all personnel with prior experience working with animals, including researchers, supervisors, animal facility managers and animal or laboratory technicians.

Category C licence holders have experience working with research animals, they are familiar with the Code, the University's policies and procedures around working with animals and have practical experience in their research field. They should demonstrate experience and competence through previous research undertaken, references and/or certificates of training.

Experience and skills should be relevant to the project(s) they are undertaking, and if additional training is required e.g. to work with a new species or to learn new techniques, they must take responsibility to ensure they will not perform the new techniques unsupervised until deemed competent by the person training them. If applying for a Category C licence and you will be trained in new techniques/procedures, the AEC will require a statement in the application confirming 1) who will be training you and 2) that you will complete the required training and will not perform the procedures without supervision until deemed competent by your trainer.

Category D – Routine Husbandry and Maintenance

Category D is for technical staff working in animal facilities to care for research animals. This category covers both experienced and new animal technicians, with the understanding that appropriate training and supervision is provided by the animal facility where required. This licence covers all routine husbandry tasks for animal care but does not cover any invasive or technical procedures. If you will be undertaking technical or invasive procedures such as collecting samples or participating in research, a Category B or Category C licence is required.