



What's new?

Improved Access to Information and Guidance

We have brought together all ASRU's information and guidance in our page on the gov.uk website. In this way we hope to make it easier to find and use the latest versions. The webpage includes everything from primary legislation, licence application procedures, advice notes, non-technical summaries and annual reports through to forms for filling in statistical returns and examples of standard project licence protocols. This is the first stage of an on-going project to improve the accessibility and usefulness of our online presence.

<https://www.gov.uk/guidance/research-and-testing-using-animals>

ASPeL Help Desk

To improve user experience when calling the help desk we have introduced a new call divert system. If you dial 0207 035 4469 and the line is busy your call will automatically divert to the Help Desk manager and then onto a third number if that line is busy. Following these changes we hope you will see a marked improvement when using this service.

New IT section within ASRU

It is becoming ever more clear that the success of ASRU as a regulator depends on the success of its management of information and of its IT systems. The Head of Unit has therefore created a new dedicated IT section.

Change to Code of Practice – 1st January 2017

On the 1st January 2017, Section 2 (Orange section) of the [Code of Practice](#) comes into force and replaces Section 1 (Red section). Most of the standards for accommodation of animals are changed. There are some completely new standards, for example covering additional species. Where standards have not changed, they are restated in Section 2, so that this section provides a complete guide to mandatory standards post-2017. Section 3 (Green section) is unchanged, thus it remains advisory and continues to be relevant. The revised standards are taken from Annex III of the European Directive on the protection of animals used for scientific purposes but retain higher UK Code of Practice standards in force prior to 2010 in accordance with Article 2 of the Directive. **Remember: Use Code of Practice Section 2 (Orange) and Section 3 (Green) from 1st January 2017**

Project Licence Applications - one high quality draft

We wrote to Establishment Licence Holders on the 31st August 16 to set out our plans to support applicants in providing '**one high quality draft**' application.

Over the summer we have constructed simple, yet comprehensive written advice setting out what we require in each section of the application. There are three main broad 'categories' of licence, and accordingly we will publish three explanatory templates initially. These are: 1) General licence applications; 2) Safety Assessment licence applications; and, 3) Service licence applications.

The first of these: an annotated general licence application form which provides applicants with a clear view of requirements, explaining the principles for the content and the level of detail that is required is now available on our website.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/554729/Annotated-general-project-licence-application-form.pdf

Reminders

Project Licence Retrospective Assessments

If a project licence is to be retrospectively assessed, the date that the retrospective assessment is due will be specified on the granted licence. The licence holder is required to provide information to their AWERB at the time the retrospective assessment is due to be carried out (see section 5.17 Guidance on the Operation of the Animals (Scientific Procedures) Act 1986)

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/291350/Guidance_on_the_Operation_of_ASPA.pdf.

When your AWERB has completed its retrospective assessment (normally within three months of the due date), they are required to submit to us the AWERB's conclusions, together with the updated non-technical summary agreed with the AWERB, in order that an inspector can complete the assessment on behalf of the Secretary of State.

ASPeL Project Licence Applications

From 1st November all drafts and formal project licence applications must be submitted on ASPeL. If you have started an application on paper and it has not been granted by the 1st November you will need to upload into ASPeL.

Amendments to existing paper licences can continue to be submitted in hard copy. However if you would like to submit these via ASPeL please liaise with your Home Office Inspector to discuss before uploading them into ASPeL.

In September 2016, 95% of new project licence applications were made on ASPeL, up from 68% in August.

ASRU & Licensing

Team Structure

Please see the attached organogram which gives an overview of team structure and functions for Licensing, I.T. Helpdesk, Business Support, Compliance and Policy.

Return of Procedures 2016

2016 revokes

Please ensure you submit a Return of Procedures form for all project licences revoked in 2016. These should be submitted within four weeks of expiry/termination to: ROPReturns@homeoffice.gsi.gov.uk. The list of publications should be sent to your Single Point of Contact.

2016 end of year returns for all active project licences

The usual process will apply - in preparation for the end of year RoPs collection, a list of active project licences held at your establishment (along with hints and tips) will be sent out in December. The list will also include any RoP forms outstanding for any revoked project licences. Please note, as the list is produced at the beginning of December, it will not contain all project licences granted in December.

A revised 2016 RoPs form is due to be placed on the Home Office website in December. The revisions are minor and should help make completion more straightforward. Forms must be completed for nil returns.

Any general enquiries should be sent to the above mailbox or by telephone to Business Support on 0207 035 0583 or 8625. Please contact your local Home Office Inspector for more specific questions, in particular for queries about actual severity assessment.

Secure email addresses – CJSM

If you do not have a CJSM account, please consider setting one up or your emails containing animal procedures data may not be transmitted securely. Instructions for registering and help can be found on CJSM Instructions Page and www.cjasm.net

When registering you will be asked to provide a reference, please state “ASRU” and quote the Business Support e-mail address as the point of contact:

ASRUBusiness@homeoffice.gsi.gov.uk

Following registration, please send details of your CJSM so we can update our records.

News from other organisations

New mouse handling video tutorial released

The NC3Rs has released a new video tutorial to help technical staff and researchers to handle mice using non-aversive methods. The tutorial is based on research funded by the NC3Rs and BBSRC. The aim is to promote widespread uptake of refined methods of handling laboratory mice by providing practical advice and

tackling common misconceptions about the improved techniques. Read more and access the resource: www.nc3rs.org.uk/news/new-video-tutorial-released-mouse-handling-made-easier

LASA Home Office Liaison, Training and Information Forum (HOLTIF)

LASA would like to invite NTCOs, NIOs and HOLCs who haven't already done so to join the HOLTIF discussion group. The HOLTIF offers opportunities for networking to share experiences, provides information and support and organises regular meetings with ASRU.

RSPCA Lay Members Meeting

The RSPCA's annual meeting for lay and other members of Animal Welfare and Ethical Review Bodies (AWERBs). This year's meeting will include: developing an AWERB in a global Contract Research Organisation; the task of overseeing training; how lab animals experience their world; dealing with projects that have 'societal concerns'; the culture of care; and putting 'ethics' into the AWERB.

Contact: research.animals@rspca.org.uk or use the registration form at: <https://goo.gl/forms/Nch88tFyw3qMGvzD3>

RSB/ASRU Animal Science Meeting

9th December, London

Applications are open for the 14th annual Animal Science Meeting 2016, jointly hosted by ASRU and the Royal Society of Biology's Animal Science Group (ASG). The event will take place on the 9th December 2016 in central London. The morning session will feature a mix of talks and panel discussions covering issues surrounding leaving the EU and the review of Directive 2010/63, re-use of animals in experimental procedures and project licence applications. The afternoon session will focus on actual severity assessments, including an interactive workshop with worked examples. Capacity at the venue is limited. Applicants should complete the attached form and return to asg@rsb.org.uk by 1st November. Successful applicants will be informed no later than the 8th November.

AWERB-UK

AWERB-UK, a meeting for all AWERB members including scientists, animal technologists, lab animal vets, AWERB chairs and lay members, was jointly convened by the RSPCA, Institute of Animal Technology, Laboratory Animal Science Association and Laboratory Animals Veterinary Association. The meeting was held on 12 May and included presentations, workshops addressing AWERB tasks, and sessions held by each of the convening bodies and the Establishment Licence Holders' Forum. The meeting summary can be viewed here: https://www.rspca.org.uk/webContent/staticImages/AWERBUK/AWERB_UK_output.pdf

