



ASRU Operational Newsletter 3 – June 2017

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What's new?

ASPA – Welfare of Animals at the Time of Killing (2015) regulations

The consolidated version of the Animals (Scientific Procedures) Act 1986 on the ASPA pages of gov.uk has been updated to reflect changes made to Schedule 1 by the Welfare of Animals at the Time of Killing (WATOK) 2015 Regulations. Click [here](#) to see the updated Act.

This alters the wording of killing method entry 5(a)(ii) in ASPA Schedule 1, Table A (killing of ungulate animals by a recognised slaughter method). The licence required is changed from the old “slaughterman’s licence” issued under The Welfare of Animals at Slaughter or Killing (WASK), to a Certificate of Competence or licence issued under WATOK. Registered Veterinary Surgeons can apply the method without a WATOK licence or certificate of competence.

Staff seeking to obtain or check the validity of a Certificate of Competence / licence should contact the Animals and Plant Health Agency (APHA), the Food Standards Agency, or devolved equivalents. Details can be found at: <https://www.gov.uk/guidance/get-a-certificate-of-competence-or-licence-to-slaughter-or-kill-animals>

If the relevant WATOK certificate of competence or licence cannot be obtained, and another suitable killing method cannot be used, please contact your assigned Inspector, who can discuss possible authorisation through addition to ASPA licences.

ASPeL

The ASPeL e-licensing system should meet user needs providing a smooth and efficient licensing system for all establishments. The project licence process went live in May 2016 so users should now be more familiar with what is working well and where improvements are required. As the current contract is under so we have a good opportunity to review our requirements.

Many of you will be aware that during February and March 17 we carried out a Discovery Phase where Home Office user researchers visited 14 establishments to find out how they work and what their requirements are. The feedback from the Discovery Phase will help us more fully understand what the issues are and plan next steps. Thank you to those volunteers who took part in the Discovery Phase. We will continue to engage with you and others who would like to be involved.

ASPeL Account Holders

The IT Helpdesk will be contacting all establishments to ask if they would like a list of all their active account holders on the system. As licence holders or other role holders leave an establishment their accounts should be blocked by the Home Office Liaison Contact. If you have any questions regarding this please email: ASPELQueries@homeoffice.gsi.gov.uk.

Review of the Project Licence Application Form and Licence

A number of workshops have taken place during April and May. These have been attended by a diverse range of stakeholders and have given us really useful feedback on how we could improve the application form and process going forward. This work is ongoing and no decisions will be taken without further consultation. Thank you to all those that have taken part and also to those establishments who have hosted events.

ASRU & Licensing

Compliance

Recently there have been a number of cases where people have performed regulated procedures without a personal licence. A frequent cause is where a licence has been revoked and the individual has continued to work without realising that the licence is no longer in place. Conducting regulated procedures without a personal licence is a breach of section 3(a) of the Animals (Scientific Procedures) Act.

It should be borne in mind that personal licences can be revoked at the request of the

establishment as well as at the request of the licensee. Common scenarios are:

- The licensee has moved their main place of work to another establishment and the previous establishment has requested revocation;
- A licence has been revoked during periods of absence such as maternity leave, secondments or sabbaticals;
- A licence has been revoked at the end of a fixed-term piece of work (including academic courses requiring a personal licence).

It is the responsibility of all those carrying out regulated procedures to ensure that they have a valid personal licence to cover the regulated procedures they propose to carry out. If your personal licence has been revoked you will automatically receive an email from ASPeL asking you to log in. Such emails should not be ignored. Example below:

From: "ASRU Licensing Team <aspa.london@homeoffice.gsi.gov.uk>

Subject: Notification message from the ASPeL System

Dear ASPeL user, This email is to inform you that you have received a new notification message from the Home Office, Animals in Science Regulation Unit (ASRU). Please log in to the ASPeL system to view the details of this message. <https://www.aspel.homeoffice.gov.uk>"

Establishments also have a responsibility to take all reasonable steps to prevent the performance of unauthorised procedures (establishment licence standard condition 20). The NTCO plays a particular role here; ensuring that all those carrying out regulated procedures have the appropriate education, training, supervisions and – very importantly – an appropriate personal licence. Systems in place at establishments should enable establishment licence holders to be confident that all those carrying out regulated procedures have the requisite licence authorities.

See also page 28 of ASRU's [2015 annual report](#) for further information about this.

Return of Procedures

All 2016 Return of Procedures forms for 2016 were received by early April 2017. This was a great achievement so a big thank you for all your hard work that made this happen.

Fees

We are currently sending out the lists of licences held during 2016/17 for you to check so that we can raise invoices. Please note that this relates to invoices held between 1st April 2016 and 31st March 2017.

There will be no increase to fees for 2017/18 therefore fees for 2016/17 and 2017/18 are:

- Personal licence = £242

- Establishment licence = £631.

Correspondence for the licensing team

It would be appreciated if establishments could reduce the amount of correspondence sent to ASRU by post. Instead, all documentation should be forwarded via email to your Single Point of Contact (SPoC). The only exceptions to this will be current paper project licences (including the two red seal pages) which should continue to be sent by post when applying for amendments or if you do not have a secure email address (e.g. cjsm account). For information on how to apply for a cjsm account visit: http://cjsm.justice.gov.uk/signup/how_to_apply.html

Project licences: We are currently reviewing the process for amendments to paper licences that are being put on ASPeL and will consult at the upcoming HOLTIF meetings in Edinburgh and London in July.

For amendments to PPLs that are staying on paper we require:

- one highlighted 'Word' version;
- one plain 'Word' version;
- signed amendment request, and
- current licence (with two Red Seal pages included) to be sent via post with a covering letter explaining what is being requested.

Establishment licences: PEL communications should also be sent via email, wherever possible, to the establishment's SPoC with the inspector copied in using a secure email address. PEL amendments require the following;

- highlighted changes that are being requested,
- a signed application for change(s) form and
- any additional documentation to request a new named person i.e NTCO, NVS

News and Messages from other organisations

NC3Rs Board Recruitment

We are pleased to announce that the NC3Rs is now recruiting for up to three members to join its Board from 1 January 2018. Applications are sought from talented, senior scientists based in leading research organisations and also from within the pharmaceutical and chemicals industries.

We would be grateful if you could cascade this announcement to relevant interested individuals or departments within your establishment.

Further information regarding the level of expertise and experience required, and an application form, can be found on the NC3Rs website at <https://www.nc3rs.org.uk/board-member-vacancies>. Any interested party, with queries regarding the vacancies, is

welcome to contact us at recruit@nc3rs.org.uk

Please note the application deadline is 24 July 2017, 4pm.

3rd RSPCA / APHA meeting on the welfare of wild animals used in scientific procedures

Date: 5 October 2017. Venue: Sand Hutton, near York

Following successful events held in 2015 and 2016, the RSPCA and the Animal and Plant Health Agency (APHA) are jointly convening a third one-day meeting on the welfare of wild animals in research - undertaken either in the wild or in captivity.

The programme will include presentations and discussion relating to reviewing and reducing the impact of procedures in the field such as capture, trapping and tagging, and refining housing and care in captivity. It will also cover aspects of regulation and ethical review.

You can register to attend the meeting at: <https://tinyurl.com/WildAnimalMeeting2017>. The cost is £50 and includes lunch and refreshments.

General enquiries about this event can be emailed to: research.animals@rspca.org.uk

LASA Care and Welfare Section - Not just skin deep – probing deeper with imaging – imaging applications in laboratory animal science

Date: 22nd June 2017. Venue: Birmingham. For more information visit the LASA website <http://www.lasa.co.uk/meetings/>

Home Office Liaison, Training and Information Forum (HOLTIF)

LASA and ASRU are pleased to announce that we will be holding our first HOLTIF meeting in Scotland, for those of you in Scotland and the North of England who are unable to travel the regular meetings in London.

This first meeting will be held on the 5th July from 13.30 to 15.30, in Edinburgh.

The meeting is open to Home Office Liaison Contacts, or their representative Named Information Officers and Named Training and Competence Officers. It is an opportunity to raise any operational issues you may have and to receive updates from the ASRU on licensing, policy, compliance and I.T.

Places are limited but to reserve a place and to receive further information on the venue

please email info@lasa.co.uk

If this meeting is a success then we hope that LASA and ASRU will be able to hold further meetings in Scotland and the North of England.

LASA 3Rs/UFAW Section Meeting - Planning and implementing the 3Rs: Strengths, Weaknesses, Opportunities and Threats

Date: 6th September 2017, Venue: South of England TBC

For more information visit the LASA website <http://www.lasa.co.uk/meetings/>

LAVA-ESLAV-ECLAM 2017 Conference - Reproducibility of Animal Studies

Date: 25th & 26th September, Venue: Edinburgh TBC

For more information visit the following website <http://www.lavaeslaveclam.efconference.co.uk/>

Courses on Animal Welfare Science, Ethics and Law 2017 (CAWSEL)

Date: Between 10 and 22 September 2017, Venue: St. Catharine's College, University of Cambridge

We are delighted to open registrations for the 2017 edition of CAWSEL with a fresh look (*have you seen our fresh new website <http://cawsel.com/>?*) but the assurance that CAWSEL remains faithful to the years of expertise promised to be shared through intensive lectures, discussions and social interaction.

Aimed at veterinarians, veterinary nurses (working in practice or for government or animal charities), animal welfare researchers, animal science researchers, FE, HE, Masters or PhD students and animal charity workers/campaigners, the four Courses are designed to give all a solid background in animal welfare science, ethics and law. Delegates can choose to attend as many Courses as they wish, all being taught and priced individually.

A total of 15 experts in the field of animal welfare, all eminent academics and professionals, are involved in delivering the material over the two weeks, through a combination of lectures, videos and discussions. Historically, the course has attracted students from over 25 countries world-wide.

Following a very successful 2016 edition, described as an "epic course" by attendee and [CAWSEL Ambassador Jess Rendle](#) BSc (Hons) MSc ATLS, PhD Student at

Murdoch University, Western Australia, CAWSEL has now established a legacy spanning over two decades. Jess went on to say she felt "... truly inspired by meeting the world's leaders in animal welfare and mingling with like-minded people who were on the course."

Fees start from £500 per individual course with discounts available for students and charity workers. Additional discounts are available if you book 2 or more courses. We take online registrations only for all four courses.

Find out more including details on speakers and lecturers on our official website: www.cawsel.com. For more information on this course, contact Rose Padmore or Madalina Marincas at Opening Doors & Venues, the appointed organisers: Tel: 01562 731788 / 07835 972 689 or Email: CAWSEL@opening-doors.org.uk

UKCRC Tissue Directory and Coordination Centre - Find Human tissue samples online using the UKCRC Tissue directory.

Do you store or use Human bio-samples and clinical data for your research? You can now register and search for sample collections online!

The UKCRC Tissue Directory and Coordination Centre is an exciting new initiative to facilitate the location of human samples for research purposes. To satisfy the need to find samples, the Centre has created a Tissue Directory which will hold the information for collections across the UK. The project is funded by a group of UK research funders who are keen to optimise the use of existing human tissue collections and associated clinical and sample data whilst minimising duplication of effort.

To register or search for samples visit biobankinguk.org. "We are dedicated to making the process as straight forward as possible so if you have any feedback or questions please get in touch at contact@biobankinguk.org and look out our [upcoming events!](#)"