

Guide to Fees for Scientific Animal Protection

INTRODUCTION

The Health Products Regulatory Authority is the competent authority for the protection of animals used in scientific studies under S.I. No. 543 of 2012. This guide is intended to assist applicants in identifying the correct category of fee to accompany applications for authorisation. It follows the order of the fees in the 'Fee Application Form (Scientific Animal Protection)' and uses the fee code numbers in that form. The fee application form should be completed and submitted with all applications.

Applications submitted without the correct fee will not be validated by the HPRA and cannot therefore be evaluated.

1 INDIVIDUAL AUTHORISATION FEES

1.1 Application fees

Code **810** applies to individuals applying for a new authorisation. Payment is due with the application for the authorisation.

1.2 Annual fee

Code **811** is an annual fee payable in respect of each individual authorisation. This fee applies to all individuals including technicians carrying out procedures or euthanasia of animals, as well as researchers, project managers etc.

An invoice is issued annually to each establishment based on the number of authorised individuals in the establishment.

An individual who is authorised in the current calendar year and authorisations that are withdrawn before 1 July each year will not be charged an annual fee for that year. Authorisations withdrawn on 1 July and after that date will be charged a full year's fee.

1.3 Procedural training for a period of two months or less

Code **812** is a reduced fee which applies to a once-off individual authorisation for the purposes of demonstrating a procedure, or for training in a procedure, where the authorisations are for a period of two months or less.

2 BREEDER/SUPPLIER/USER AUTHORISATION FEES (ESTABLISHMENT)

Fee codes **830-837** are annual fees payable for each establishment based on the number of individual authorisations in place at the establishment.

3 INSPECTION FEES

Codes **820** and **821** apply to fees for inspections conducted in response to suspected non-compliance e.g. follow-up inspections, for cause inspections.

An inspection fee per day/hour per member of the inspection team is payable in relation to each inspection of each site.

No fees will apply to routine and compliance inspections.

4 PROJECT FEES

Code **804** is a once-off fee and applies to research projects of whatever nature that are submitted without ethical approval.

Code **805** applies to 'fast-track applications' where an authorisation is sought within 21 working days. All other applications will be considered within the designated 40 or 55 working day time frame, in accordance with legislative obligations.

HPRA
2 JANUARY 2018