

Guide to Training, Education and Competency Requirements under Scientific Animal Protection Legislation

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This guide does not purport to be an interpretation of law and/or regulations and is for guidance purposes only.



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1 SCOPE

This ~~guide expands on guidance is intended to set out~~ the education and training requirements for personnel involved in ~~the use of animals for scientific or educational purposes within breeder-/supplier-/or-/user establishments in accordance with Directive 2010/63/EU and S.I. No. 543 of 2012 as amended by S.I. No. 434 of 2013 and S.I. No. 174 of 2014 (‘the Regulations’). Hereafter all hereafter known as the ‘Regulations’.~~

~~The guide also provides clarity on how the requirements for obtaining, maintaining and demonstrating specific requisite competencies for the conduct of procedures and ancillary functions should will be achieved and supervised in the breeder/supplier/user establishment in accordance with referred to as ‘the legislation’.~~

Article 23(3) of the Directive and Regulation 43(5) of the Regulations:

~~This document is also intended to advise of the requirements for maintaining requisite competence through continuous training and education.~~

2 INTRODUCTION

~~In accordance with Article 23(3) of the Directive and Regulation 43(5) of the Regulations, the HPRA is required require the competent authority (the HPRA) to publish minimum requirements with regard to the education and training as well as, and the requirements for obtaining, maintaining and demonstrating requisite competence for those persons involved in performing the following functions:~~

- ~~a) carrying out procedures on animals,~~
- ~~b) designing procedures and projects,~~
- ~~a)c) taking care of animals and euthanising animals (which are kept or used for scientific purposes), and~~
- ~~d) killing animals.~~

~~This document is intended to advise on these requirements.~~ The basis of these requirements is the list of elements defined by Annex V ~~of~~ the Directive and listed as follows:

- 1 National legislation relevant to the acquisition, husbandry, care and use of animals for scientific purposes.
- 2 Ethics in relation to the human-animal relationship, intrinsic value of life and arguments for and against the use of animals for scientific purposes.
- 3 Basic and appropriate species-specific biology in relation to anatomy, physiological features, breeding, genetics and genetic alteration.
- 4 Animal behaviour, husbandry and enrichment.
- 5 Species-specific methods of handling and procedures, where appropriate.
- 6 Animal health management and hygiene.

- 7 Recognition of species-specific distress, pain and suffering of most common laboratory species.
- 8 Anaesthesia, pain relieving methods and euthanasia.
- 9 Use of humane end-points.
- 10 Requirements of replacement, reduction and refinement.
- 11 Design of procedures and projects, where appropriate.

2 INTRODUCTION

The legislation requires breeder/supplier/user establishments to have sufficient staff (personnel and researchers) on site and to ensure they are adequately educated and trained, and supervised in the performance of their tasks until they have demonstrated the requisite competence. Therefore, in order to ensure compliance with the legislation, and to minimise any pain, suffering, distress or lasting harm to animals, proper training of staff at breeder/supplier/user establishments is essential. Proper training will also facilitate good animal welfare and good science.

Training is a continuous process, starting with initial theoretical training, followed by practical training under supervision, to a period of being supervised in the performance of tasks until competence is achieved. Once competence is achieved, it must be maintained and new competencies can be obtained. Such a process can only be successful if breeder/supplier/user establishments have a defined and robust training system in place. Refer to Appendix I for a schematic illustration of how the learning process should proceed.

The European Commission previously established a working group which developed a common, non-binding education and training consensus document which can be viewed on their website: Education and Training Framework. The HPRA has adopted the Commission approach in this guide to assist persons engaged by breeder/supplier/user establishments authorised under Directive 2010/63/EU in the design, conduct or management of procedures or projects on animals used for scientific purposes or in respect of personnel involved in taking care of animals or in euthanising animals. The Commission document framework as its guiding principles. It should be referred to for further detail on the topics discussed in this guide.

Article 23(2) of the Directive and Regulation 43(2) of the S.I. require that each breeder, supplier and user of animals used for scientific purposes shall ensure that the staff involved are adequately educated and trained before they perform any of the following activities:

- This guide will outline the HPRA's requirements for training and education. It will focus on the role of the training officer and the specific training requirements for persons carrying out procedures on animals,
- ~~b)a) — designing procedures and projects,~~
- designing procedures and projects, taking care of animals or
- euthanising, and killing animals.

~~Additionally, the project manager (defined by Regulation 47 of the S.I. and referred to under Article 40(2)(b) of the Directive) should have a relevant level of understanding of how best to manage their project and their legal responsibilities for the proper conduct, management and reporting of projects.~~

~~This guidance attempts to distinguish between It will also outline the training requirements for education and training (theoretical aspects) and for obtaining, maintaining and demonstrating requisite competence (practical competency aspects). Fundamental to this concept is an understanding of the role and responsibility of the project manager and the breeder/supplier/user establishment's training officer.~~

~~In addition, Article 23(3) of HPRA's expectations for the Directive 2010/63/EU and Regulation 43(5) of the S.I. require that personnel shall not only obtain and demonstrate competence, but must also maintain competence. This is interpreted as referring to a process of continuous training, as well as continuing maintenance of competence and continuous education, also known as Continuing Professional Development (CPD). This requirement is intended to ensure that all those involved in the breeding, use and care of animals remain competent and up-to-date on new developments in the field.~~

~~The maintenance of competence is vital as it should enable an individual to meet high professional standards in order to deliver high quality scientific results. It ensures that the breeder/supplier/user establishment responds to new knowledge and developments in research, technology, the 3Rs and societal views as well as any regulatory or legislative changes. It also ensures that the welfare of animals is maintained to a standard that reflects current best practice. Finally, it ensures that standards are continuously improving and animal carers, technicians and professional researchers have the most up-to-date knowledge and skills.~~

~~The HPRA's policy on the maintenance of competence will be revised in the light of experience, as well as national or international developments. The policy recognises continuous training as a shared responsibility between the individuals themselves and their breeder/supplier/user establishments. It will be successful only when those involved approach the task with enthusiasm and openness to change.~~

3 DEFINITIONS

Refer to Appendix II for relevant definitions relating to this guide.

4 ROLES AND RESPONSIBILITIES

4.1 Training officer

~~31~~ DEFINITIONS

~~'Designated veterinarian or expert' means a person designated by a breeder, supplier or user pursuant to Regulation 48 of the S.I.~~

~~'Establishment' means any installation, building, group of buildings or other premises and may include a place that is not wholly enclosed or covered and mobile facilities.~~

~~'Procedure' means any use, invasive or non-invasive, of an animal for experimental or other scientific purposes, with known or unknown outcome, or educational purposes, which may cause the animal a level of pain, suffering, distress or lasting harm equivalent to, or higher than, that caused by the introduction of a needle in accordance with good veterinary practice. This includes any course of action intended, or liable, to result in the birth or hatching of an animal or the creation and maintenance of a genetically modified animal line in any such condition, but excludes the euthanasia of animals solely for the use of their organs or tissues.~~

~~'Project' means a programme of work having a defined scientific objective and involving one or more procedures.~~

~~'Training officer' means a person designated by a breeder, supplier or user pursuant to Regulation 46 of the S.I.~~

~~'User' means any natural or legal person using animals in procedures, whether for profit or not.~~

4 ROLE AND RESPONSIBILITIES OF THE TRAINING OFFICER

~~Regulation 46 of the S.I. Regulations~~ places a significant responsibility on the designated training officer(s) of the breeder/supplier/user establishment. This person(s), named in the breeder/supplier/user establishment authorisation, is expected to have overall responsibility for the education and training of staff ~~following their appointment and~~ and is expected to ensure that systems are in place to verify that the personnel ~~concerned~~ working with animals are trained to the necessary standards and supervised until they have demonstrated the requisite competence. ~~In the case where the training officer may not be in a position to certify competence attainment in specific procedures where they themselves do not have competence, another expert may be enlisted for this purpose and must sign off the individual's training record in respect of the specific procedure.~~ The training officer also has overall responsibility for ensuring that the training records of personnel are kept updated. In addition, the training officer should ensure that a process for CPD is in place for all relevant personnel.

The training officer need not personally deliver ~~the~~ training. They are not required to judge whether or not competency has been achieved by a particular individual. However, they are regarded as the custodian of the overall training and competency system, whereby training in

specific techniques is delivered ~~by experts~~ and assessment of competency is carried out impartially assessed by experts ~~(who ideally should not be the same experts in those techniques (trainers))~~.

~~Following training in the conduct of a procedure or method of euthanasia, the trainee should be supervised in the conduct of that procedure or when performing that method of euthanasia. The duration of supervision and time taken to achieve the requisite competency will vary on a case-by-case basis. The trainee should contribute to the decision as to whether or not they consider themselves as being sufficiently trained to carry out the procedure or perform that method of euthanasia competently on their own. After the individuals have been assessed as competent they can then carry out procedures or perform that method of euthanasia without supervision. Competence should be subject to periodic review in accordance with the training system in place in the breeder/supplier/user establishment.~~

~~Training is considered to be a continuous process and a process of continuing professional development should be put in place for all relevant personnel.~~

The training officer is responsible to the HPRA for the training system in place and for ensuring compliance of the relevant personnel with the requirements. The training officer has overall responsibility for ensuring that the training records of personnel are kept updated.

4.11.1 ~~Where the training officer delivers training in the conduct of a procedure, the procedure(s) involved must have been authorised by the HPRA under a project authorisation, where the training officer has been named on that project authorisation.~~

~~In accordance with the national legislation, no person may carry out procedures on animals or perform a method of euthanasia otherwise than in accordance with an individual authorisation granted by the HPRA. Experts from overseas recruited by the training officer to train personnel in a new procedure or a method of euthanasia will also require individual authorisations. In such applications, the HPRA may recognise the qualifications and status of personnel licensed overseas in making its decision to grant authorisation.~~

Note that projects licensed by the Department of Health before 31 December 2012 continue to have legal validity until the expiry of the licences concerned; the HPRA recognises persons named under these licences as being authorised, but these persons are subject to the training and competency requirements of the new legislation.

During inspection, the training officer may be requested by the HPRA to inspect to describe the training system in place at the breeder/supplier/user establishment and explain how competency is achieved and maintained, and how expectations in respect of CPD are met.

4.2 Compliance officer

~~The types of training available for personnel who are responsible for caring for animals, carrying out procedures, designing projects or euthanising animals and to verify the contents and accuracy of the relevant section of the site master file for compliance officer is ultimately responsible for ensuring compliance with the legislation in the breeder/supplier/user establishment concerned, and this includes making sure that (via the training officer) staff are adequately educated and trained and are supervised until they are competent.~~

4.3 Individual authorisation holder

~~All individual authorisation holders are responsible for complying with the general conditions of their individual authorisation, which require them to undergo 'an appropriate period of training' prior to performing euthanasia or procedures on animals.~~

5 GENERAL TRAINING REQUIREMENTS

5.1 Training courses

~~Individual authorisation (for the purpose of project management, carrying out procedures or performing euthanasia) will only be granted if the applicant has completed a relevant HPRA-approved scientific animal training course. Details on approved training courses are available on the HPRA website. Applicants who completed a training course in Ireland prior to the introduction of the current legislation (September 2012), or applicants who completed a relevant, species-specific course abroad may be required to complete an additional module on the topic of 'National Legislation'. This will be assessed and communicated to applicants on a case-by-case basis.~~

Authorisation

5 THE COMMISSION FRAMEWORK DOCUMENT

~~The consensus view within the European network of competent authorities is that basic theoretical training will be required for all personnel carrying out any of the functions (a) to (d) of Article 23 of the Directive. The Commission document is not legally binding on individual member states, but has been developed to facilitate a common framework and free movement of personnel between countries. Refer to the Commission document which outlines the principles on education and training and the proposed modular course structure.~~

5.2 requirements

TRAINING IN ANIMAL HANDLING SKILLS, WHEN CARRIED OUT IN AN AUTHORISED BREEDER/SUPPLIER/USER ESTABLISHMENT, DOES NOT REQUIRE A HPRA INDIVIDUAL AUTHORISATION. HOWEVER, IN

~~The HPRA is currently considering how this framework can be implemented by training course providers in Ireland.~~

6 HPRAs REQUIREMENTS

In order for an individual to perform project management, procedures or euthanasia, they must first obtain an individual authorisation from the HPRAs. Details of the application procedure for an individual authorisation are available on the HPRAs website. In addition, procedures

Authorisation to carry out procedures on animals or perform euthanasia will only be granted if the applicant has completed a relevant HPRAs approved scientific animal training course. Applicants who completed a training course in Ireland prior to September 2012 or applicants who completed a course abroad may be required to complete an additional module on the topic of 'national legislation'. This will be assessed and communicated on a case-by-case basis.

Procedures, including procedures conducted solely for the purposes of training, can take place only within the context of a project authorisation and in an authorised breeder/supplier/user establishment. Surplus animals that are intended for euthanasia are not to be used for training in procedures, except in accordance with a project authorisation (and associated individual authorisations for the trainer and the trainees) granted by the HPRAs. However, the use of animal cadavers for training or educational purposes does not require a project authorisation. For further details refer to the 'Guide to Use of Animals for Educational Purposes under Scientific Animal Protection Legislation'.

Once granted an HPRAs project authorisation. This means that if the training officer, or another expert, delivers training in the conduct of a procedure, the procedure(s) involved must have been authorised by the HPRAs under a project authorisation. Details of the application procedure for an individual authorisation are available on the HPRAs website.

Experts from outside the breeder/supplier/user establishment (e.g. overseas) approved by the training officer to train personnel in a new procedure or a method of euthanasia will also require individual authorisation. In such applications, the HPRAs may recognise the qualifications and status of personnel licensed overseas in making its decision to grant authorisation. by the HPRAs, The HPRAs may grant short-term authorisations for these individuals, rather than the standard full-term five-year individual authorisation.

5.3 Provision of practical training

Training and supervision of personnel may be performed by the training officer, or may be delegated by the training officer to an expert in that technique, or to the designated veterinarian as appropriate. The trainer must have up-to-date knowledge and competence in the techniques they are demonstrating and assessing, and must have appropriate teaching skills. This person may sign-off on the individual's training record. The responsibility for the correct performance of a task remains with the supervising trainer (and ultimately with the training officer) in all cases, until such time as the trainee has completed training and the requisite competence has been demonstrated.

5.4 Obtaining competence

Regulation 43(4) of the Regulations provides that a member of staff who has not yet demonstrated the requisite competence for carrying out procedures or euthanasia, may carry out the tasks listed in their approved individual authorisation if ~~that member of staff is~~ they are appropriately supervised in the performance of ~~his or her~~ their tasks. The duration of supervision and time taken to achieve the requisite competency will vary on a case-by-case basis. ~~Individuals must be strictly supervised at all times during the course of this training. The trainee should contribute to the decision as to whether or not they consider themselves sufficiently trained to carry out the procedure or perform that method of euthanasia competently without supervision. Only after an individual has been assessed as competent, and their training records signed off, can they then carry out procedures or perform that method of euthanasia without supervision. It is important to note that competence is not a static entity, so it is essential that it is subject to periodic review in accordance with the training system in place in the breeder/supplier/user establishment. It is vital that staff critically evaluate their own level of competence, and they do not perform any techniques they are not comfortable with, as this can pose a risk to animal welfare and potentially increase study variability.~~

~~Training and supervision of personnel may be delegated by the training officer to an expert or the designated veterinarian as appropriate. This expert, or another person suitably qualified to assess competence, may sign off on the individual's training record. The training officer manages the overall system and is responsible to the HPRA for ensuring compliance of the relevant personnel with the requirements.~~

5.5 Animals used for training

5.5.1 Training in euthanasia

The animals used for training in euthanasia may be animals which are destined to be euthanised as part of an ongoing project, or surplus animals which are destined for culling. Where training in euthanasia cannot be completed because animals are not available or scheduled for euthanasia, the HPRA would expect that animals are **not** used and/or produced ~~and/or~~ procured solely for the purposes of training in a particular method of euthanasia. Instead applicants should await the availability of a suitable opportunity to train. The use of cadavers is strongly encouraged where appropriate for certain aspects of training in methods of euthanasia. Cadavers can be used to demonstrate the required techniques and anatomical considerations.

5.5.2 Training in procedures

Surplus animals that are intended for euthanasia are not to be used for training in procedures, except in accordance with a project authorisation (and associated individual authorisations for the trainer and the trainees) granted by the HPRA. However, the use of animal cadavers for training or educational purposes does not require a project authorisation. ~~The responsibility for the correct performance of a task remains with the supervising trainer (and ultimately with the~~

~~training officer) in all cases until such time as the trainee has completed training and the requisite competence has been demonstrated.~~

~~General or any individual authorisations. For further details, refer to the HPRA 'Guide to Use of Animals for Educational Purposes under Scientific Animal Protection Legislation'.~~

76 SPECIFIC TRAINING REQUIREMENTS

As per the Commission ~~guidelines~~framework, there are specific training requirements for all ~~personnel~~persons who are:

- a) ~~Carrying~~carrying out procedures on animals,
- b) ~~designing procedures and projects,~~
- c) ~~Taking~~taking care of animals, and
- d) ~~Euthanising~~killing animals.

~~The training requirements are outlined below for these specific categories of personnel. Particular additional requirements are also listed separately below for the specific categories/role of personnel/project manager. In addition, there are specific training requirements in Articles 24 and 25 and Regulations 45, 46 and 48 for the following named persons: the training officer, information officer, animal care and welfare officer and designated veterinarian. Further details/Details on the requirements for these persons are found in the Commission document.~~

7.11.1 Requirements for training in euthanasia

~~In accordance with Article 23(2)(d) and Regulation 43(2)(d), persons performing euthanasia must be supervised in the performance of this task until requisite competence has been demonstrated. Training should include theoretical aspects as well as practical skills. The HPRA requires that records of the individual having achieved competence in performing euthanasia must be retained at the breeder/supplier/user establishment. This should be done by way of sign-off of the requisite training records by the breeder/supplier/user establishment's training officer or training expert. Attainment of competency in euthanasia will follow the model of training competency for procedures i.e. the trainee observes euthanasia being carried out initially, then carries out euthanasia under close supervision until competency is acquired, with the method of euthanasia only being conducted unsupervised when full competency has been attained. The training and competency assessment processes in place in the breeder/supplier/user establishment are one of the focal points of inspections carried out by the HPRA.~~

~~Personnel who wish to be trained in euthanasia will need to possess a HPRA individual authorisation for this purpose before beginning training on live animals. Personnel will therefore need to apply to the HPRA for an individual authorisation in advance of conducting training in euthanasia on live animals.~~

~~An individual authorisation for the exclusive purposes of euthanasia does not have to be linked to a specific project authorisation, but must be linked to an authorised breeder/supplier/user establishment.~~

~~Euthanasia must be performed using the methods set out in Annex IV of the Directive, unless otherwise justified in accordance with Regulation 8(4). If another method of euthanasia is to be used or if the method is not to be carried out according to the strict limitations (e.g. weight specifications) set in the Directive, scientific justification must be provided in accordance with Regulation 8(4) and Article 6(4) at the time of applying for individual authorisation framework.~~

7.26.1 Requirements for training in carrying out procedures

In accordance with ~~Article 23(2)(a) and Regulation 43(2)(a),~~ of the Regulations, persons carrying out scientific procedures and projects on animals must have the necessary education and training and also be supervised in the performance of this task until the requisite competence has been demonstrated. They are not required to have been educated to third level, but are required to complete the training and education as outlined for 'function (a)' in the Commission framework.

~~Individuals applying for authorisation should apply for the appropriate categories of procedures as listed in the individual application form. The HPRA will seek evidence that the person concerned has received appropriate education e.g. successful completion of a HPRA approved scientific animal training course. Individuals should not perform any procedures unless they have a HPRA individual authorisation to do so and an appropriate HPRA project authorisation is in place (with the individual named on that authorisation), or they are named on an active Department of Health licence. The training and/or assessment of competency in the conduct of the procedures is the responsibility of the breeder/supplier/user establishment.~~

~~The training and competency assessment processes in place in the breeder/supplier/user establishment are one of the focal points of inspections carried out by the HPRA.~~

7.31.1 Requirements for training for those taking care of animals

~~Persons who are charged with taking care of animals, but do not conduct procedures or perform euthanasia (and therefore do not require a HPRA individual authorisation), are still required to complete the training and education as outlined in the Commission guidelines. However, they do not need to complete the requisite training and education prior to commencement of their work. They must undertake the necessary study within a six-month period and must work under supervision until they have completed the training.~~

~~An individual authorisation from the HPRA is not necessary for persons engaged solely in the provision of everyday husbandry and nutrition to animals.~~

7.46.2 Requirements for training for those designing procedures and projects

In accordance with Regulation 43(3) of the Regulations, persons designing procedures and projects must have completed a degree or higher qualification received instruction in a scientific discipline relevant to the work being undertaken (i.e. an academic degree) and have species-specific knowledge. They will also be expected to complete at the training and education course as per outlined for 'function (b)' in the Commission guidelines framework.

An individual authorisation from the HPRA is not necessary for personnel engaged solely in designing procedures and projects. ~~The~~However, the HPRA will look to ensure that such persons have met their training and educational requirements during the conduct of inspection of the breeder/supplier/user establishment's training ~~records-system.~~

7.5 Requirements for training for project managers

~~In accordance with Article 40(2)(b) of the Directive and Regulation 47 of the S.I., the HPRA expects~~

6.3 Requirements for training for those taking care of animals

Persons who are charged with taking care of animals, but do not conduct procedures or perform euthanasia (and therefore do not require a HPRA individual authorisation), are not required to have been educated to third level but are still required to complete the training and education as outlined for 'function (c)' in the Commission framework. However, they do not need to complete the requisite training and education prior to commencement of their work. They must undertake the necessary study within a six-month period of commencing employment, and must work under supervision until they have completed the training.

6.4 Requirements for training in euthanasia

In accordance with Regulation 43(2)(d) of the Regulations, persons performing euthanasia on animals must have the necessary education and training and also be supervised in the performance of this task until the requisite competence has been demonstrated. They are not required to have been educated to third level, but are required to complete the training and education as outlined for 'function (d)' in the Commission framework.

An individual authorisation for the exclusive purposes of euthanasia does not have to be linked to a specific project authorisation, but must be linked to an authorised breeder/supplier/user establishment.

Euthanasia must be performed using the methods set out in Annex IV to the Directive, unless otherwise justified in accordance with Regulation 8(4). If another method of euthanasia is to be used or if the method is not to be carried out according to the strict limitations (e.g. weight specifications) set out in the Directive, scientific justification must be provided at the time of applying for individual authorisation.

6.5 Requirements for training in project management

In accordance with Regulation 47 of the Regulations, the project manager is the person responsible for overall implementation of the project and its compliance with the project authorisation. The HPRA expects this person to have undertaken the same training as required for those designing projects and procedures, ~~with the exception of training on experimental design.~~ It is not a mandatory requirement that such persons have ~~completed a degree or higher qualification in a scientific discipline~~ been educated to third level, but they must have the necessary experience for the role. They will also require an individual authorisation ~~in accordance with Regulation 51(2) of the S.I. from the HPRA, and must be named on any project authorisation(s) that they wish to manage (or be named as a deputy project manager).~~

7 TRAINING RECORDS

The HPRA

7.6—Requirements for continuous training and maintenance of competence

Continuing education expects that verified and accurate records of education and training, including CPD, are maintained by all persons caring for, and/or using animals under the legislation. Records should be species-specific and should be detailed down to the level of specific procedures and methods of euthanasia. These should include details on the level of competence achieved, and whether the person is experienced enough to supervise and train others in those techniques. Records should include sign-off from the trainer or training officer. A sample training record template can be downloaded from the HPRA website. The HPRA inspector can ask individuals for their training records during inspection so it is important that these are maintained up-to-date at all times.

8 CONTINUOUS PROFESSIONAL DEVELOPMENT

CPD is a process of life-long learning and is essential in order to continually maintain, improve and broaden one's skills and knowledge, and to ensure the maintenance of competence. CPD enables individuals to meet high professional standards in order to deliver high quality scientific results. It also ensures that establishments respond to new technologies, the 3Rs and societal views, and are in a position to provide animals with optimal standards of care and maximise their welfare. It should commence when a person starts working with animals and should continue throughout their working career. It should be achieved by a combination of frequent in-house reviews of competence in conjunction with the relevant practical training, alongside external activities/web based learning in the field of research animal science, such as CPD events.

The contents of training courses for persons carrying out procedures, designing and managing projects, caring for animals and carrying out euthanasia are constantly being updated. Therefore personnel who have already received their basic training in these areas still need to receive regular relevant updates in order to build on and develop their existing proficiency. Currently a formal CPD scheme specific to those involved with scientific animals has not been established in Ireland. At present, CPD is required by the Veterinary Council of Ireland only for designated veterinarians who must complete 20 CPD hours annually. Until such time as relevant accredited scientific animal training CPD scheme is in place in Ireland, the HPRA will apply the following two requirements:

Although there is currently no mandatory accredited scientific animal training CPD scheme in place in Ireland, the HPRA expects the following:

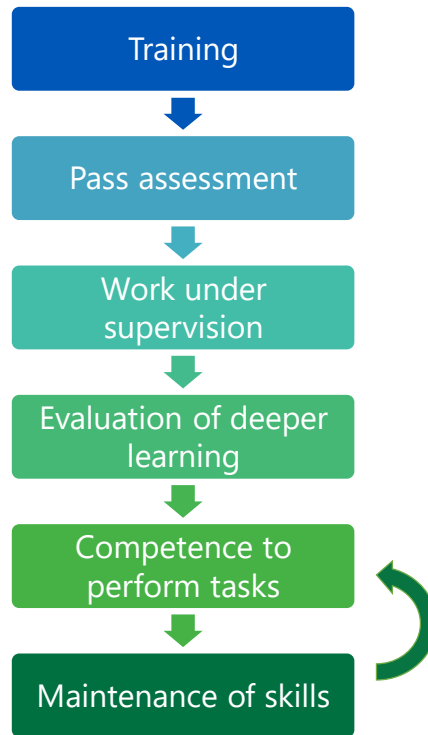
7.78.1 In-house reviews of competence

The training officer(s) in each breeder/supplier/user establishment is responsible for overseeing the process of continuing education. Therefore, the HPRA ~~would expect~~expects to see a programme in place in each breeder/supplier/user establishment whereby the competence of all personnel is subject to periodic review. This should be considered an ongoing process in order to maintain acceptable standards. For example, where procedures are performed intermittently/rarely and/or individuals have not performed procedures for some time, consideration should be given to the provision of additional training and supervision. Similarly, the introduction of new-~~or~~, amended or refined procedures should also trigger a review of competence. The HPRA will review this programme of continuing education when evaluating the overall training system of a breeder/supplier/user establishment during inspection.

7.88.2 Attendance at conferences/symposia/workshops

The HPRA ~~would expect~~expects that all persons involved in project management and/or the performance of procedures or euthanasia, would regularly attend meetings, conferences or seminars appropriate to their line of work and/or participate in web based learning opportunities, the purpose of which is to provide them with the necessary updates in relation to areas such as study design, technology, the 3Rs and animal welfare. This requirement does not apply to persons solely caring for animals; however, they are still expected to undergo regular in-house reviews of competence. The HPRA expects that the amount of time dedicated to attendance of these activities should be at least eight hours per year as an average over a five-year time period: (i.e. 40 hours in five years). This expectation has been in place since January 2015. Records of attendance ~~of such training events/participation~~ should be maintained ~~and these as part of the individual's training~~ records ~~are subject to inspection.~~

APPENDIX I THE LEARNING PROCESS



APPENDIX II DEFINITIONS

Compliance officer means a person designated by a breeder/supplier/user pursuant to Regulation 44 of the Regulations, who is responsible for ensuring compliance with the Regulations.

Designated veterinarian or expert means a person designated by a breeder, supplier or user pursuant to Regulation 48 of the Regulations, who is charged with advisory duties in relation to the well-being and treatment of animals.

Establishment means any installation, building, group of buildings or other premises and may include a place that is not wholly enclosed or covered, and mobile facilities.

Procedure means any use, invasive or non-invasive, of an animal for experimental or other scientific purposes, with known or unknown outcome, or educational purposes, which may cause the animal a level of pain, suffering, distress or lasting harm equivalent to, or higher than that caused by the introduction of a needle, in accordance with good veterinary practice. This includes any course of action intended, or liable, to result in the birth or hatching of an animal or the creation and maintenance of a genetically modified animal line in any such condition, but excludes the euthanasia of animals solely for the use of their organs or tissues.

From January 2015, the HPRA has implemented the requirement that all personnel undergo a combination of continuous practical and theoretical training, appropriate to their needs. The HPRA will regularly review its position on continuing education and consideration will be given to providing further advice on the content of a mandatory formalised CPD scheme. The framework for the successful application of continuous training programmes is sufficiently wide to allow it to be customised to the needs of the individual, while retaining flexibility. The HPRA hopes that everyone involved will play their part in ensuring it is successfully applied and will work with service providers and stakeholders to achieve this goal. **Project** means a programme of work having a defined scientific objective and involving one or more procedures.

Training officer means a person designated by a breeder, supplier or user pursuant to Regulation 46 of the Regulations, who is responsible for ensuring that staff are adequately educated, competent and continuously trained and that they are supervised until they have demonstrated the requisite competence.

User means any natural or legal person using animals in procedures, whether for profit or not.