

Procedure for advising Animal Welfare Bodies & the HPRA

April 2015

Background

The primary function of the National Committee is to advise the animal welfare bodies (AWBs) and HPRA on matters dealing with the acquisition, breeding, accommodation, care and use of animals in procedures and to ensure the sharing of best practice. However, the Committee may also make its advice more widely available (i.e. on the internet) or to national committees in other EU Member States.

Procedure

Requests for advice

A number of qualifying criteria for the acceptance of a 'request for advice' from AWBs or the HPRA apply. These are:

1. The scope of the advice is limited to that set down by Regulation 61 of SI. No. 543 of 2012.
2. The request for advice should:
 - a. Be made in writing, and addressed to the Chairman, National Committee for the Protection of Animals used for Scientific Purposes, c/o Health Products Regulatory Authority, Kevin O'Malley House, Earlsfort Centre, Earlsfort Terrace, Dublin 2
 - b. Concern actual situations being faced (rather than theoretical situations),
 - c. Identify the issue concerned,
 - d. Explain its importance for the AWB concerned,
 - e. Consider to what extent existing Best Practices (or previous advices, if relevant) address the issue,
 - f. Outline whether the matter is expected to have general application or interest to other establishments.
3. Insofar as an AWB is concerned, the request for advice should come from the AWB itself, and not from an individual researcher or staff member who is not mandated to represent the AWB concerned. Regulation 61 makes it clear that the Committee is only empowered to advise the AWBs and the HPRA.
4. Where doubts exist about whether an issue meets the qualifying criteria, the Committee, or a sub-group of the Committee established for that purpose, shall decide.

All requests should be communicated in the first instance to the Chairman, who may refer the matter for a determination of its admissibility to a sub group of the Committee established for that purpose. The Chairman may refer admissible requests to an *ad hoc* sub-group of the Committee to make a proposal for consideration by the Committee.

Elaboration of the advice

The Chairman shall advise the meeting secretariat as to the procedure which the Committee will adopt for the consideration and adoption of the advice to be given to the requesting body. The Committee is free to consult with the HPRA or with National Committees in other Member States or with the European Commission in relation to the request.

Delivery of advice

The advice will be directed to the party which made the request and will be focused exclusively on the information provided. The advice of the Committee is to be seen as the opinion given in a particular context and time; it is non-binding on the requester. The Committee may decide to develop general advice in relation to a request for advice for the benefit of other stakeholders. If the

Committee chooses to develop general advice, any intellectual property shared with the Committee as part of the background to the original request or during the elaboration of the advice will be fully respected. The Committee shall decide how best to make any general advice available to stakeholders.

Sharing of Best Practices and information on the operation of animal welfare bodies

Appreciating that developments outside the National Committee in other EU Committees might have a bearing on the situation, a number of qualifying criteria for the 'sharing of best practices' apply:

1. The "best practice" relates to matters within the remit of Regulation 61 of SI. No. 543 of 2012
2. The candidate for 'best practice' has been evaluated by the Committee and is considered by the Committee as being "best practice",
3. The "best practice" is considered by the Committee to be of relevance to AWBs and/or the HPRA and/or other national committees established pursuant to Article 49 of the Directive.

ENDS