



UNIVERSITEIT VAN PRETORIA
UNIVERSITY OF PRETORIA
YUNIBESITHI YA PRETORIA

Faculty of Veterinary Science
Animal Ethics Committee

02 March 2020

PROCEDURES FOR THE APPROVAL OF RESEARCH PROTOCOLS BY THE UP'S ANIMAL ETHICS COMMITTEE (AEC)

Within the University there appears to be a substantial amount of confusion about the processes to be followed when intending to do research of any nature. We believe the current frustration with the system can be reduced if these rules and regulations pertaining to these applications, are followed. Specific requirements exist in the University should animals and animal products be used in any way for **teaching and/or for research purposes**.

The Code of Ethics of the University of Pretoria requires, in terms of research, that:

7.2.1 Planning and preparation

An experiment with animals should be planned carefully and scientifically in accordance with the available knowledge regarding the problem being studied and the questions being put. It should be designed in such a way that the results, whether positive or negative, will not result in the justification for the experiment being questioned. Initially, a written protocol should be prepared as a document for approval by the relevant Ethics Committee of the University and also by a relevant research committee where this is required by the faculty. **No experiment or tuition involving animals may commence before such approval has been obtained.**

Research at the University of Pretoria is guided by the University's Research Policies that can be accessed at the following website:

<https://www.up.ac.za/media/shared/9/HumPdf%20docs/Postgrad%20Research%20Docs/university-of-pretoria-code-of-ethics-for-research-rt-429-99.zp53279.pdf>

For all studies in animals, the Department of Agriculture, Fisheries and Forestry (DAFF) requires submission of a completed research protocol for approval under Section 20 of the Animal Diseases Act. This process can delay the commencement of your intended research since it may take up to three months, or more, for approval to be obtained. Applications for Section 20 approval should thus be submitted at an early stage so as not to cause prolonged delays in the required further approval of the protocols, since approval for Section 20-related research should be obtained before submission of the protocol to the Ethics Committee and the Research Committee of the respective Faculties. No protocols will be accepted for consideration by either the Ethics Committee or the Research Committees, if Section 20 approval has not been obtained.

It is also a requirement that all protocols should be approved by the relevant Faculty's Research Committee before being submitted to the Animal Ethics Committee. When this has not been done, the protocol submitted to the AEC will be referred back to the relevant Faculty Research Committee for approval. Protocols that have been 'provisionally' approved will, similarly, not be accepted for processing and approval by the AEC.

The following documents will assist you in compiling the application for Section 20 approval in the required format:

What is Section 20 approval?

<https://www.nda.agric.za/vetweb/Epidemiology/Section20/Cover%20Letter%20for%20revised%20Section%2020%20application%20form%20and%20Guidelines%2014%20F...pdf>

The rationale for Section 20 research approval

<https://www.daff.gov.za/daffweb3/Branches/Agricultural-Production-Health-Food-Safety/Animal-Health/Epidemiology/researchapproval>

Section 20 application form (appended)

Approval (Section 20, Research and Ethics Committees) must be obtained before commencement of all projects in which the following are used or form part of an experiment:

1. All live animals (irrespective of species) used for teaching and/or research purposes within the University.
2. All projects/studies in which biological specimens of whatever nature from animals are used, including specimens:
 - a) For DNA analyses,
 - b) Collected from dead animals,
 - c) Collected from animals or animal products at abattoirs, or otherwise ethically euthanized.
 - d) Such as urine and faeces collected from free-ranging animals (even when the animal is not handled or immobilised for the purpose).
3. All projects/studies that involve the observation of animals in their natural habitat, without direct interaction with the animals.
4. All projects/studies that only involve data collection from animals, and those that require the fitment of instruments and devices such as transponders, telemetric devices, and collars.

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5. The analysis, examination, or any other form of investigation of any animal-derived (stored or historical) specimens, when these analyses were not included in the original protocol that was approved by the Ethics Committee (the 'AEC').
6. Application for the extension of the approved duration of the research to allow completion of work with specimens collected during the course of the research, may be lodged with the AEC.
7. For the following, approval is only required by the Faculty's Research Committee (the 'REC'):
 - a) Studies involving invertebrates or arthropods only,
 - b) Studies in which data obtained from the Onderstepoort Veterinary Academic Hospital's (OVAH's) electronic client data-base, are analysed,
 - c) The re-analysis or further analysis of data collected during studies that were previously approved by the Ethics Committee (AEC).
8. **Annual progress report and renewal.** An annual report outlining the progress of the report must be submitted to the AEC before the approval/extension period expire.

Should there be a need to change the methodology, numbers of animals used, or any other change to the approved protocol, a submission should be made to the AEC requesting approval of the envisaged changes.
9. **Completed studies/projects.** A final report need to be submitted under completed study on the system in order for the AEC to notify them that the study is now completed and to obtain the final information.
10. **Research done under the auspices of another University or Research Institution:** When students or staff members of the University of Pretoria UP become involved in a project conducted at and by members of another Institution, approval by the UP's Animal Ethics Committee, and, depending on the specific Faculty's regulations, the Research Committee, is required.

I trust that the information provided, will clarify the existing confusion.

For any further enquiries, please contact Ms Marleze Rheeder (UP AEC Coordinator) at 012-529-8434

Yours sincerely,



Ms M Rheeder
Coordinator: UP Animal Ethics Committee

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