



June 20, 2002

Mr Howard Stone  
General Manager  
Regional Council Centre  
PO Box 11-646,  
WELLINGTON

Dear Mr Stone,

We should be most grateful if you could help us out. I spoke with, Mr Darroch yesterday about this, and he suggested we contact you. Victoria University has an Animal Ethics Committee that approves all use of animals at the University and monitors their care and welfare. The VUW Animal Ethics Code (see attached copy) is approved by the Minister of Agriculture and Forestry, and we work under the provisions of the Animal Welfare Act 1999. The Committee consists of a convener, an executive officer and adviser, the head of the animal facility, the chief animal technician, a postgraduate, student representative, and three outside members, including a veterinarian, a member of an animal welfare organisation nominated by the RNZSPCA, and a layperson nominated by a regional authority or council. The layperson, who must have no direct connection with the University or with animal use, is an important member of the AEC. Our previous layperson, Major Gordon Stanley, who ran the Wellington Free Ambulance Service before his retirement, died suddenly last year. In the interim, Mrs Margaret Brown (please see her CV which is attached) sat in on the Committee on the invitation of its Convener, Dr Jim Veitch of the department of Religious Studies, and Mrs Brown has agreed to take over the position as layperson, providing you approve of her appointment. Mrs Brown sat in on our last four meetings (we hold 4 regular meetings a year), and she has proven to be a responsible and excellent member of the Committee. She also attended a full-day National Animal Ethics Advisory Committee Workshop for outside members of AECs on April 30<sup>th</sup> of this year. To be an official member of the Committee, however, she needs to be nominated by a regional authority (see highlighted sections of attached pages from the Animal Welfare Act 1999). A letter from you stating that you approve of her nomination for the position of layperson on the VUW Animal Ethics Committee would place her officially in that capacity on the Committee. We seek that approval at this time, and trust that you will find Mrs Brown suitable for the position.

**SCHOOL OF BIOLOGICAL SCIENCES**

*Te Kura Mātauranga Koiora*

P.O. Box 600, Wellington, New Zealand, Telephone +64-4-463 5339, Facsimile +64-4-463 5331

E-mail Biosci@vuw.ac.nz

Should you require any additional information, please feel free to call me at the University. We thank you very much for taking time from your busy schedule to respond to our request, and we look forward to hearing from you.

Yours sincerely,

A handwritten signature in black ink, appearing to read "John Miller". The signature is fluid and cursive, with the first name "John" being more prominent than the last name "Miller".

John H. Miller, BA, PhD  
AEC Executive Officer  
School of Biological Sciences

Phone: +64-4-463-6082  
Fax: +64-4-463-533 1  
Email: [john.h.miller@vuw.ac.nz](mailto:john.h.miller@vuw.ac.nz)

cc Dr Jim Veitch, Religious Studies, VUW

41 A Thornycroft Ave.,  
Lower Hutt.  
Ph. 04 5773083

#### Relevant Experience/Skills

##### Community Work:

I have been working in a volunteer position helping to integrate Refugees and new Immigrant people into the community from 1969. Assisting families with the education system, Work and Income Department, employment and about the practical aspects of N.Z. culture.

Sponsor for an Iraqi political refugee couple (2001-2002)

Sponsor for a Vietnamese refugee family (1994-2000)

Support for a Korean Wife of an Asian Embassy

Support for a Vietnamese wife of a U.S.A. diplomat (1975-1977)

Supporter for a Greek immigrant family.

Volunteer in a support group, SWINGS (Supporting Women In New Growth Skills) that meets in the Hutt Valley since 1997. Helping with social English skills and helping them to understand

about living in a N.Z. community

Caring group, member of St. Margaret's Church in Silverstream. Caring group providing counselling befriending practical assistance to older people, those suffering grief in the wider community,

##### Church Activities

Church Elder 1981-2002 The Eldership is the Governing board of the Presbyterian Church.  
Presbytery Commissioner (1995-2002) Presbytery is the Governing body for the Wellington Region.

General Assembly Commissioner representing the local congregation 1998 and 2000.

Member of the National Executive Association of Presbyterian Women (1984-1990)

##### Work with children.

Kamahi School 1993-1997. As a volunteer and paid capacity- responsible for running of the Hauraki Early Learning Program (HELP) for children with limited learning ability and/or English as a second language.

Teacher aid 1993 in addition to the HELP programme.

Interests. Reading, Travel, Gardening, Petanque, Mother or Three. and **Grandmother.**

##### Referees.-

Rev I. McCallum  
1 Durham Cres,  
Lower Hutt

Ph 04 567 6689

Mr. L Garnham  
36 Dowling Grove,  
Silverstream  
Upper Hutt  
Ph 04 971 8607

Mrs. M Wilkinson.  
104 Westchester Drive,  
Churton Park.  
Wellington  
Ph 04 477 4591.

# VUW CODE AEC

## VICTORIA UNIVERSITY OF WELLINGTON

### CODE OF ETHICAL CONDUCT FOR THE USE OF LIVE ANIMALS FOR TEACHING AND RESEARCH

#### 1. Preamble

The use of animals for teaching and research within Victoria University of Wellington by staff and students shall be controlled by the Animal Ethics Committee of Victoria University of Wellington. No member of staff or any student shall use animals for teaching or research without the prior approval of the Animal Ethics Committee (AEC).

The AEC shall review written applications for the use of animals for teaching and research and issue approval for their use only if it is satisfied that their use is in compliance with the Animals Protection Act 1960, the Animals Protection Amendment Act 1983, Animals Protection (Codes of Ethical Conduct) Regulations 1987 and all other Acts of Parliament, regulations and bylaws relating to the obtaining, holding, possession, care and treatment of animals. In accordance with the above regulations the AEC has established the following code of ethical conduct and all approval for use will depend on the AEC being satisfied that the proposed use of animals will comply with this code.

#### 2. Composition of the Animal Ethics Committee

The AEC of Victoria University of Wellington is appointed by the Vice-Chancellor and shall comprise:

1. A senior member of the academic staff as convener.
2. A member of the academic staff capable of evaluating proposals involving animal manipulation to act as executive officer.
3. One suitable lay member not affiliated with the University or scientific community or with an animal welfare agency to represent the public interest,
4. Director of the Animal Facility of the University.
5. A veterinarian nominated by the NZ Veterinary Association, not a member of the University staff.
6. A nominee of the Royal NZ Society for the Prevention of Cruelty to Animals or other national organisation concerned with the welfare of animals who is not a member of the University staff.

The committee shall have power to coopt subject to the approval of the Vice-Chancellor, In exceptional circumstances, an individual on the committee may serve in more than one of the above capacities.

CODE OF ETHICAL  
CONDUCT

APPROVED

MINISTER OF  
AGRICULTURE

Date: 10/8/87

### 3. Applicability of the code of ethical conduct

#### 3(a) Species

Approval for use of animals must be sought with respect to the following species,

- 1) all mammals including any marine mammal.
- 2) all birds
- 3) any vertebrate animal that is kept in a state of captivity or is dependent on man for its care and sustenance
- 4) any animal of a species that is declared by the Minister of Agriculture, by notice in the Gazette, to be a species of animal for the purposes of the Animal Protection Act 1960 and its amendments.

#### 3(b) Manipulations requiring approval

Approval for use of these species must be sought if the animal is subject to one of the following.

- any interference with its normal physiological, behavioural or anatomical integrity by
  - i) deliberately exposing it to any parasite, microorganism, drug, chemical, biological product, radiation, electrical stimulation or environmental condition.
  - ii) subjecting it to enforced activity, unusual restraint, abnormal nutrition, or surgical intervention.
  - iii) depriving it of its usual care.

The above definitions are interpreted to mean that approval must be sought for all manipulation of any of the above species housed within the University.

With respect to the use of animals in field work, the above definitions are interpreted to mean that approval shall be required if the use shall extend beyond simple observation and brief capture for inspection and identification.

Any therapy or prophylaxis necessary or desirable for the welfare of any animal will not require approval.

Note: Where the application of this code is uncertain, the AEC encourages informal consultation with the committee,

### 4. Method of application and statutory responsibility

#### 4(a) Method of application

Approval shall be sought by application to the AEC on appropriate application forms available from the Executive Officer. Approval shall be given for a period of 3 years or any lesser period the AEC shall determine. The AEC may require inspection of the facilities, procedures and personnel before giving approval. Any significant modification to the protocol or change in personnel must be subject to approval from the AEC.

CODE OF ETHICAL  
CONDUCT  
APPROVED

MINISTER OF  
AGRICULTURE

Date: 10 / 8 / 87

4(b) Compliance

- i) The AEC or its appointed representative shall have the right at any time to inspect the facilities in which the animals are housed, the procedures used and the condition of the animals; and where there is concern they shall be required to investigate and to take appropriate action. All members of the University or other persons may bring to the attention of the AEC any concern regarding compliance with this code.
- ii) The AEC shall be responsible for ensuring compliance with the code of practice and can require a University member through the chairperson of their department to either modify (as directed by the committee) or to stop their teaching or research programme involving live animal usage.

4(c) Reporting of animal use

All use of animals approved by the AEC must be recorded. The head animal technician shall, on behalf of the AEC, maintain the records for the University and make them available as required in terms of the regulations. These records shall comprise the records required under the Animal Protection Regulations 1987 and shall include a record of

- (a) The name of each species of animal manipulated or used.
- (b) The number of animals of each species manipulated or used.
- (c) The purpose for which each animal was used.
- (d) The source of supply of each animal used.
- (e) The fate of each animal as specified in the Animal Protection Regulations 1987.
- (f) The name and address of any outside organisation receiving animals.

4(d) Responsibility

The principal investigator must accept primary responsibility for work undertaken including the selection of an appropriate animal species, the choice of the number of subjects, the nature of the procedures and all matters related to the continuing welfare of the animals and their ultimate disposal according to the principles outlined in this ethical code,

5. Code of ethical conduct

In considering whether to approve an application for animal use the AEC must be satisfied with respect to the following, each of which the applicant is specifically required to address in making application to the AEC:

- i) The application shall state why the proposed use of animals is desirable and whether there are any practical alternative approaches which avoid the use of animals and yet achieve the identical goal.

CODE OF ETHICAL  
CONDUCT

APPROVED

MINISTER OF  
AGRICULTURE

Date: 10 / 8 / 87

- i i) The application shall state whether the species is appropriate on scientific, technical, humanitarian and educational grounds for the procedures proposed, to allow extension of the body of knowledge in the case of a research proposal or to provide the desired educational aim in the case of a teaching proposal. The AEC will not approve use of an endangered or threatened species unless the findings are expected to assist the management and conservation of that species.
- ii i) (a) In the case of a research protocol, the application shall include an assurance that the number of animals used will be minimised to ensure that no more animals are used than are necessary to ensure unequivocal interpretation of the findings. An indication of the number likely to be used shall be given in the application. The AEC must be satisfied that the experimental design is adequate,  
  
(b) In the case of a teaching protocol an assurance must be given that the number of animals to be used is the minimum compatible with the educational objective.
- iv) In the case of a research protocol there must be good reason to believe that the findings will add to the scientific understanding of biological functions and behaviour, or will extend the body of knowledge aimed at improvement in the health and welfare of humans or animals or the productivity of animals.  
  
In the case of a research protocol the investigator shall state whether the protocol is a duplication of previous work. Duplication shall in general only be considered ethical if evidence is provided that the original study requires scientific validation, or if the study was flawed or inadequate such that the conclusions were invalid.
- v) Teaching is a prime function of Victoria University of Wellington. With respect to applications for teaching purposes, in general, live animals may only be used where there is no alternative satisfactory method to achieve an appropriate educational objective.  
  
Graduate education is an essential role of the University and applications for the use of animals for research towards a dissertation or thesis shall be made by the supervisor and shall be considered with respect to both educational and research objectives,
- vi) in general the AEC will not approve multiple procedures on a single animal but recognises that in certain experimental or teaching exercises multiple procedures may be necessary. Excessive intervention shall be grounds for not approving an application.
- Vi i) The application shall state whether the animal has been lawfully acquired and whether the source of animal is appropriate for the proposed use. Where possible animals should be used that have been specifically bred for research and teaching,

CODE OF ETHICAL  
CONDUCT

APPROVED

MINISTER OF  
AGRICULTURE

Date: 10/8/87

- vi i) The application shall provide details of where and how the animals are to be housed, who is to care for them, who is to perform any manipulations and who has primary responsibility for their care and for the experiment/teaching. The AEC must be satisfied that the facilities are adequate to allow for the general health and welfare of the animals at all times, that the personnel have the appropriate training and expertise to care for the animals and to perform the manipulations.
- ix) The application shall state the proposed fate of the animal at the end of the experiment/teaching. If it is to be destroyed either as part of the manipulation or subsequently, the means of euthanasia and the personnel involved must be approved by the AEC. The means of euthanasia and disposal must comply with methods considered by the AEC to be humane and generally in accord with standard practice.
- x) The applicant shall provide details and satisfy the AEC that the animals will be inspected at frequent intervals by persons with sufficient expertise to recognise any animal with ill health or in distress. Appropriate means must be available to maintain pain and distress at a minimum, within reasonable levels and in the case of post-operative care consistent with the accepted practice of veterinary surgeons. Facilities must be available, provision made in the protocol and authority given to those in immediate care of the animal to allow for immediate humane destruction of animals if pain and distress cannot be held within reasonable levels.
- xi) The AEC must be satisfied that during operative procedures, appropriate anaesthetics are used to eliminate sensitivity to pain. Where recovery from anaesthesia is not intended the animal must be killed in a humane way at the conclusion of the experiment.
- xi i) The AEC will not approve the use of a neuromuscular blocking agent without concurrent use of an anaesthetic except in an exceptional circumstance.

#### 6. Modifications to the code of practice

Amendments to this code shall be subject to the approval of the Minister of Agriculture (as required in accordance with the Animal Protection Regulations 1987),

CODE OF ETHICAL  
CONDUCT

APPROVED

MINISTER OF  
AGRICULTURE

2018/187



- (d) The harm to, or the distress felt by, the animals as a result of the manipulation, and the extent to which that harm or distress can be alleviated by any means (including, where the pain or distress cannot be held within reasonable levels, the abandonment of the manipulation or the humane destruction of animals); and
- (e) Whether the design of the experiment or demonstration is such that it is reasonable to expect that the objectives of the experiment or demonstration will be met; and
- (f) The factors that have been taken into account in the choice of animal species; and
- (g) Whether the number of animals to be used is the minimum necessary to ensure a meaningful interpretation of the findings and the statistical validity of the findings; and
- (h) Whether adequate measures will be taken to ensure the general health and welfare of animals before, during, and after manipulation; and
- (i) Whether suitably qualified persons will be engaged in supervising and undertaking the research, testing, or teaching; and
- (j) Whether any duplication of an experiment is proposed and, if so, whether any such duplication will be undertaken only if the original experiment-
  - (i) **IS** flawed in a way that was not able to be predicted; or
  - (ii) Needs to be duplicated for the purpose of confirming a result that was unexpected or has far-reaching implications; and
- (k) Whether the same animals are to be used repeatedly in successive projects, and, if so, the cumulative effect of the successive projects on the welfare of the animals; and
- (l) Whether there is a commitment to ensuring that findings of any experiment will be adequately used, promoted, or published; and
- (m) Any other matters that the Committee considers relevant.

- (2) If the code holder is an organisation, the members of the Animal Ethics Committee must be appointed by the chief executive of the organisation or his or her nominee.
- (3) One member "must be-
  - (a) The code holder; or
  - (b) If the code holder is an organisation, a senior member of the organisation appointed by the chief executive to be a member of the committee.
- (4) Any senior member of an organisation who is appointed under subsection (3) (b) must be a person who is capable of evaluating-
  - (a) Each proposal for a project; and
  - (b) The qualifications and skills of the proposer of a project; and
  - (c) The scientific value or the teaching value, as the case may require, of a project.
- (5) **One** member must be a veterinarian (not being a veterinarian who is an employee of, or is otherwise associated with, the code holder) appointed by the code holder on the nomination of the New Zealand Veterinary Association or a similar national body of veterinarians.
- (6) One member must be a person appointed by the code holder on the nomination of an approved organisation.
- (7) The person appointed under subsection (6) must not be-
  - (a) A person who is in the employ of, or is otherwise associated with, the code holder; or
  - (b) A person who is involved in the use of animals for research, testing, or teaching.
- (8) One member must be a person appointed by the code holder on the nomination of a territorial authority or regional council.
- (9) The person appointed under subsection (8) must not be-
  - (a) A person who is in the employ of, or is otherwise associated with, the code holder; or
  - (b) A person who is associated with the scientific community or an animal welfare agency.
- (10) The** appointed members of each Animal Ethics Committee hold office for such terms and on such conditions as are specified in the code of ethical conduct.