

# Mandatory Annual Reporting (MAR) within the Mosaic Vivarium Database

## Contents

Glossary of Mosaic Terms .....	2
Background .....	2
Generating your Data Report.....	3
Understanding your Mosaic Animal Census Report.....	7
What numbers are required for Reporting? .....	10
Counting your Breeders.....	11
How many Breeders were reported last reporting period, used again this reporting period? .....	13
How many Breeders were first introduced to the project this reporting period? .....	14
Counting your CULLS (BREED VS EXPERIMENTAL ETHICS) .....	15
Culls within a Breeding Ethics .....	16
How many CULLS were first introduced to the BREEDING project this reporting period? .....	16
Previously reported Experimental Ethics Counts (standard non-breeding experimental).....	18
First introduced Experimental Ethics Counts .....	19
Considerations .....	20
Reporting on Age and Genotype Breakdowns .....	20
Rodent Age Classification.....	20
Help .....	20

## Glossary of Mosaic Terms

<b>Disposition</b>	= Reason for Death (Fate)
<b>Protocol</b>	= Ethics
<b>Master Protocol</b>	= Approval of Application for Breeding/Research/Teaching using Animals that encompasses all Protocol Allocations for a given range of dates.
<b>Protocol Allocation</b>	= an allocated approval number for specific strain and/or species of animal within the Master Protocol.
<b>Mating Count</b>	= Determines whether an animal has ever been recorded as part of a mating within the database. A value of "0" = never mated.

## Background

This document is created to assist Researchers in gathering information from the Mosaic database required for their Mandatory Annual Reports. There is ongoing development behind the scenes aiming to streamline the generation of reports for researchers working with UQ animals from 2021 onwards. **This will incorporate integration between the Mosaic database and MyResearch.** As such, the current workflows detailed within this document are subject to change for the future reporting periods. We will endeavour to notify you of these updates.

This Animal Census report will supply Researchers with usage numbers pertaining to basic BREED and EXPERIMENTAL ethics (Breed/Cull numbers, Animals used for Procedure etc). **It will NOT generate a breakdown of AGES or GENOTYPES.**

Please complete these workflows via the Animal Census Report **FIRST** to obtain your BREED and CULL numbers and then refer to the "Interim Researcher Guide to Protocol Allocations and Reporting" via the Protocol Worksheet for a workflow to obtain specific age and genotype breakdowns.

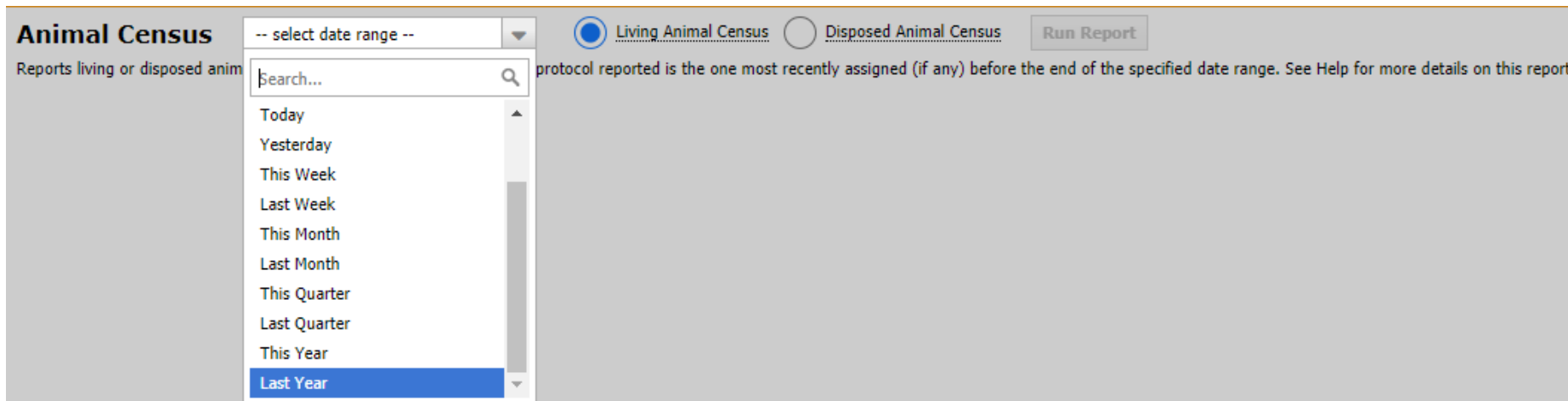
If your numbers for a strain do not match (total number obtained via this Animal Census versus Currently Assigned via the Protocol Worksheet) you may have animals that are/were currently housed within UQBR Colonies (Training/Sentinel/TASQ etc). These animals still need to be reported. Please contact the relevant Animal Facility to discuss this further.

## Generating your Data Report

From any page, click on the Housing Tab from the header menu. From the drop down options select "Reports" → Animal Census - Living

The screenshot displays the Mosaic Vivarium web application interface. At the top, a header menu contains several tabs: Animals, Cages, Matings, Colonies, Housing, Protocols, Administration, and Vivarium. The 'Housing' tab is highlighted with a red box. A dropdown menu is open under 'Housing', listing various options: Cage Card Worksheet, Rack Worksheet, Room Worksheet, Room History, Census, Cage Billing, Cage Billing - Daily, Cage Billing Maintenance, Cage History, and Invoices. The 'Reports' option is highlighted with a red box and has a right-pointing arrow. A second dropdown menu is open under 'Reports', listing: Daily Tally Sheet, Housing Occupancy, Animal Census - Living, and Animal Census - Disposed. The 'Animal Census - Living' option is highlighted with a red box. A red arrow points from the 'Housing' tab to the 'Reports' option, and another red arrow points from 'Reports' to 'Animal Census - Living'. On the left side, there is a 'My Home' section with a 'CUSTOMIZE' button and a list of instructions: click on the logo in the upper left to return to the My Home screen anytime; right-click on tiles to configure them once they are on your home page; and remove all tiles from your page and Mosaic will behave as before: return you to the last page you visited.

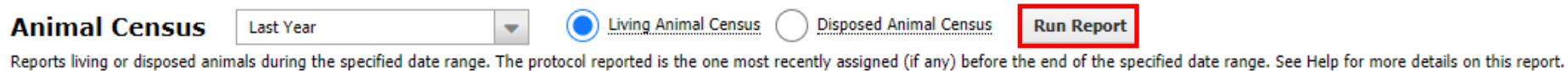
Once the Animal Census page has loaded you will be prompted to select a date range to generate your report. Select the appropriate date for the report. For example: If you are running the report in 2021 and you require report numbers for 2020, please select “Last Year”.



**Animal Census** -- select date range --  Living Animal Census  Disposed Animal Census   
 Reports living or disposed animals during the specified date range. The protocol reported is the one most recently assigned (if any) before the end of the specified date range. See Help for more details on this report.

Search...  
 Today  
 Yesterday  
 This Week  
 Last Week  
 This Month  
 Last Month  
 This Quarter  
 Last Quarter  
 This Year  
 Last Year

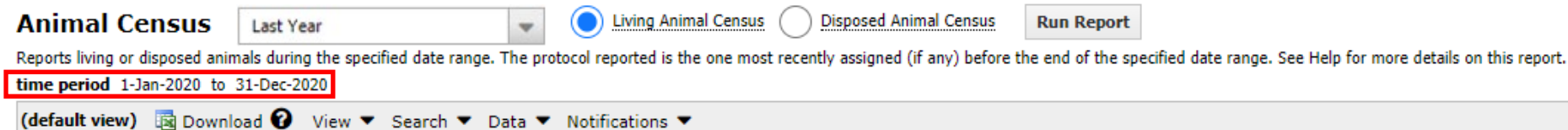
After selecting the appropriate date range, leave “Living Animal Census” selected and click “Run Report”.



**Animal Census** Last Year  Living Animal Census  Disposed Animal Census   
 Reports living or disposed animals during the specified date range. The protocol reported is the one most recently assigned (if any) before the end of the specified date range. See Help for more details on this report.

Depending on your numbers, it may take a short time to load your report. Please wait until a table appears with the heading “default view”.

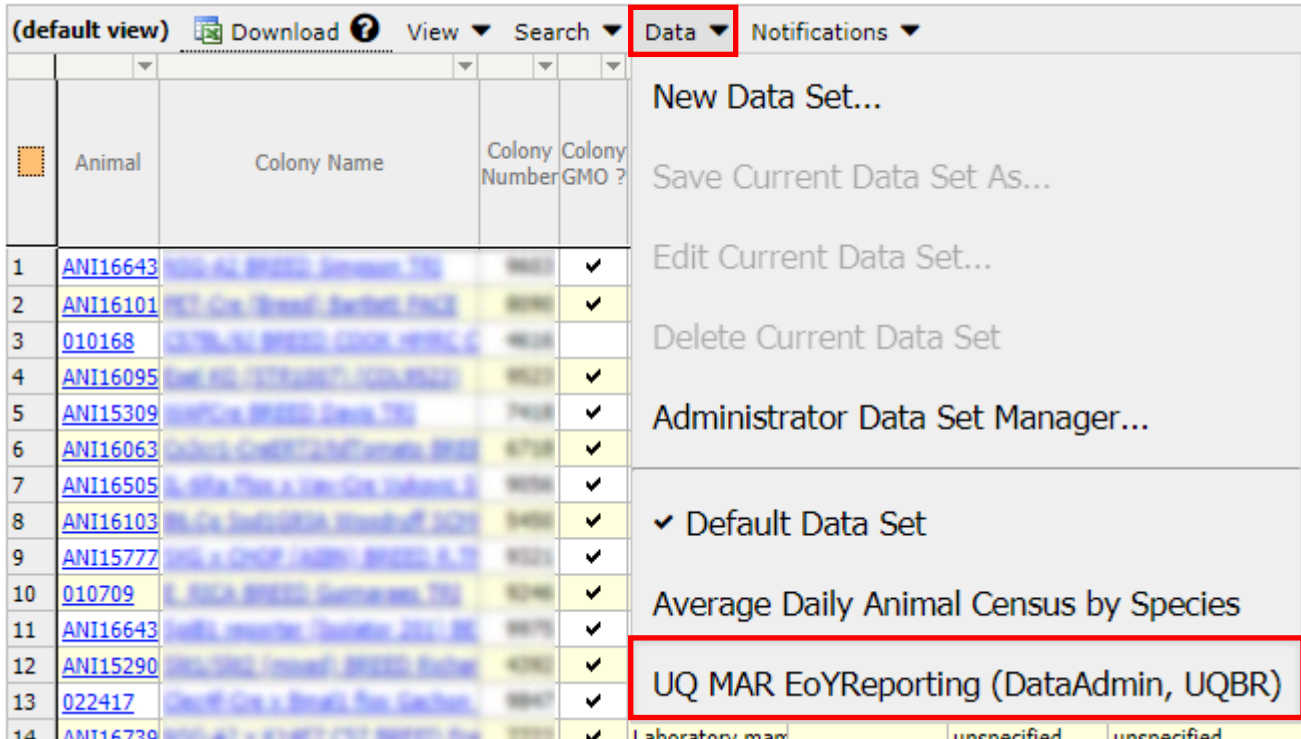
The “time period” should state 1-Jan-2020 to 31-Dec-2020 (which is correct for the reporting period for 2020 MAR reporting)



**Animal Census** Last Year  Living Animal Census  Disposed Animal Census   
 Reports living or disposed animals during the specified date range. The protocol reported is the one most recently assigned (if any) before the end of the specified date range. See Help for more details on this report.

**time period** 1-Jan-2020 to 31-Dec-2020  
 (default view) Download View Search Data Notifications

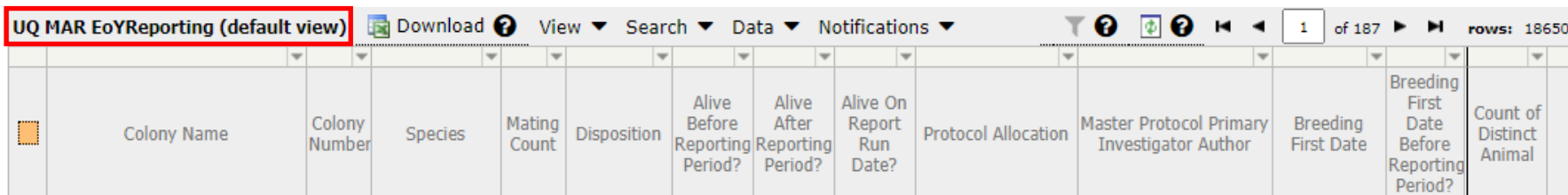
You will first need to select the correct Dataset from which the report will draw your statistics from. A Dataset has been created for MAR Reporting. From the (default view) header, please select “Data” → “UQ MAR EoYReporting (DataAdmin, UQBR)”



The screenshot shows a web application interface with a top navigation bar. The 'Data' menu is open, and 'UQ MAR EoYReporting (DataAdmin, UQBR)' is highlighted with a red box. The background shows a table with columns: Animal, Colony Name, Colony Number, and Colony GMO?.

	Animal	Colony Name	Colony Number	Colony GMO?
1	<a href="#">ANI16643</a>	<a href="#">100 AL BROSSE Jensen, TSJ</a>	4603	✓
2	<a href="#">ANI16101</a>	<a href="#">102 Co. Broad. Archer, PACE</a>	4696	✓
3	<a href="#">010168</a>	<a href="#">103 AL BROSSE Jensen, TSJ</a>	4618	
4	<a href="#">ANI16095</a>	<a href="#">104 AL BROSSE Jensen, TSJ</a>	4623	✓
5	<a href="#">ANI15309</a>	<a href="#">105 Co. Broad. Archer, PACE</a>	4628	✓
6	<a href="#">ANI16063</a>	<a href="#">106 Co. Broad. Archer, PACE</a>	4718	✓
7	<a href="#">ANI16505</a>	<a href="#">107 Co. Broad. Archer, PACE</a>	4728	✓
8	<a href="#">ANI16103</a>	<a href="#">108 Co. Broad. Archer, PACE</a>	4738	✓
9	<a href="#">ANI15777</a>	<a href="#">109 Co. Broad. Archer, PACE</a>	4748	✓
10	<a href="#">010709</a>	<a href="#">110 Co. Broad. Archer, PACE</a>	4758	✓
11	<a href="#">ANI16643</a>	<a href="#">111 Co. Broad. Archer, PACE</a>	4768	✓
12	<a href="#">ANI15290</a>	<a href="#">112 Co. Broad. Archer, PACE</a>	4778	✓
13	<a href="#">022417</a>	<a href="#">113 Co. Broad. Archer, PACE</a>	4788	✓
14	<a href="#">ANI16739</a>	<a href="#">114 Co. Broad. Archer, PACE</a>	4798	✓

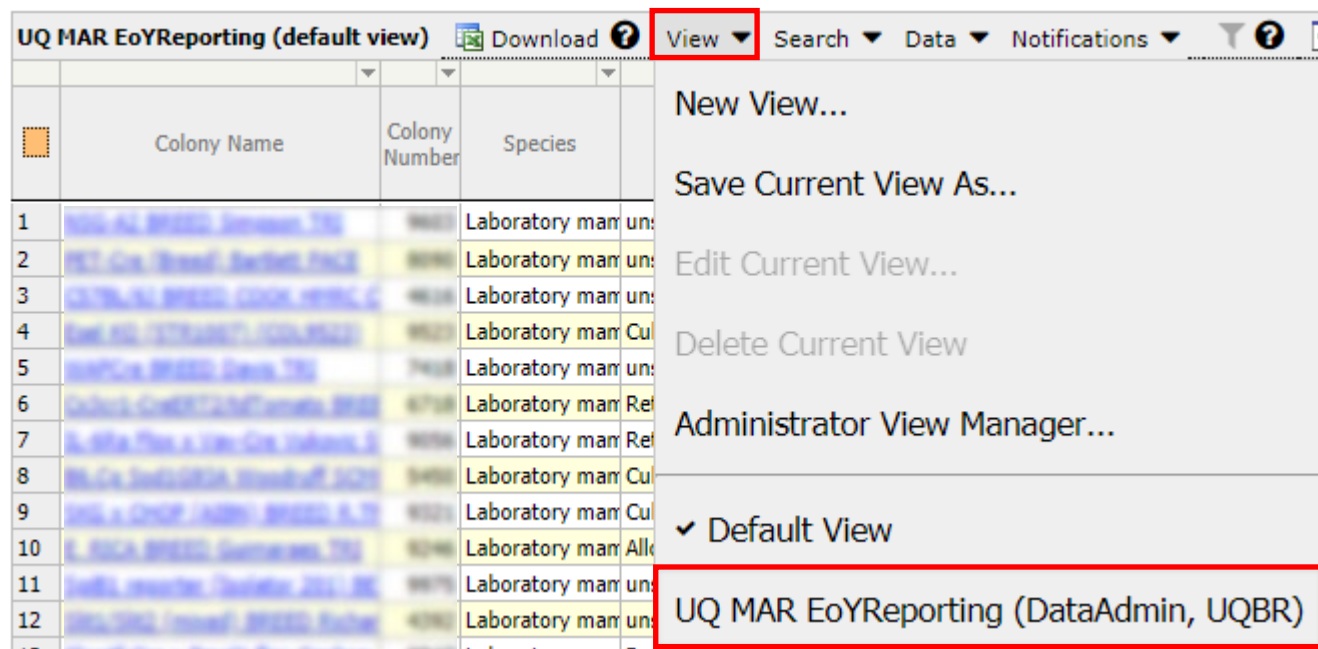
Mosaic will now load the census report for the specific dataset selected. Please note you are now viewing the “default” view for the elected dataset.



The screenshot shows the 'UQ MAR EoYReporting (default view)' header and a detailed table of animal census data. The table has columns: Colony Name, Colony Number, Species, Mating Count, Disposition, Alive Before Reporting Period?, Alive After Reporting Period?, Alive On Report Run Date?, Protocol Allocation, Master Protocol Primary Investigator Author, Breeding First Date, Breeding First Date Before Reporting Period?, and Count of Distinct Animal.

Colony Name	Colony Number	Species	Mating Count	Disposition	Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Protocol Allocation	Master Protocol Primary Investigator Author	Breeding First Date	Breeding First Date Before Reporting Period?	Count of Distinct Animal

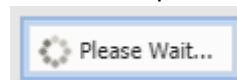
From the “View” dropdown, please select “UQ MAR EoYReporting” (DataAdmin, UQBR).



The screenshot shows a web application interface with a table of data and a 'View' dropdown menu. The table has columns for 'Colony Name', 'Colony Number', and 'Species'. The 'View' dropdown menu is open, showing options like 'New View...', 'Save Current View As...', 'Edit Current View...', 'Delete Current View', 'Administrator View Manager...', 'Default View', and 'UQ MAR EoYReporting (DataAdmin, UQBR)'. The 'UQ MAR EoYReporting (DataAdmin, UQBR)' option is highlighted with a red box.

	Colony Name	Colony Number	Species
1	NSG AL BREED Jermyn TS	9418	Laboratory man un:
2	NET Co. Broad. Swind. FACE	9419	Laboratory man un:
3	CTRA AL BREED COOK. HINGL C	9420	Laboratory man un:
4	ONE AL STRAIT. COOK. HINGL C	9421	Laboratory man Cul
5	IMP Co. BREED Jermyn TS	9422	Laboratory man un:
6	COOK. CHESTNUT Jermyn BREED	9423	Laboratory man Ref
7	AL. HIA. THA. A. COOK. COOK. HINGL C	9424	Laboratory man Ref
8	BL. Co. JERSEY. COOK. HINGL C	9425	Laboratory man Cul
9	IMP Co. COOK. HINGL C	9426	Laboratory man Cul
10	AL. HIA. THA. A. COOK. COOK. HINGL C	9427	Laboratory man All
11	IMP Co. COOK. HINGL C	9428	Laboratory man un:
12	IMP Co. COOK. HINGL C	9429	Laboratory man un:

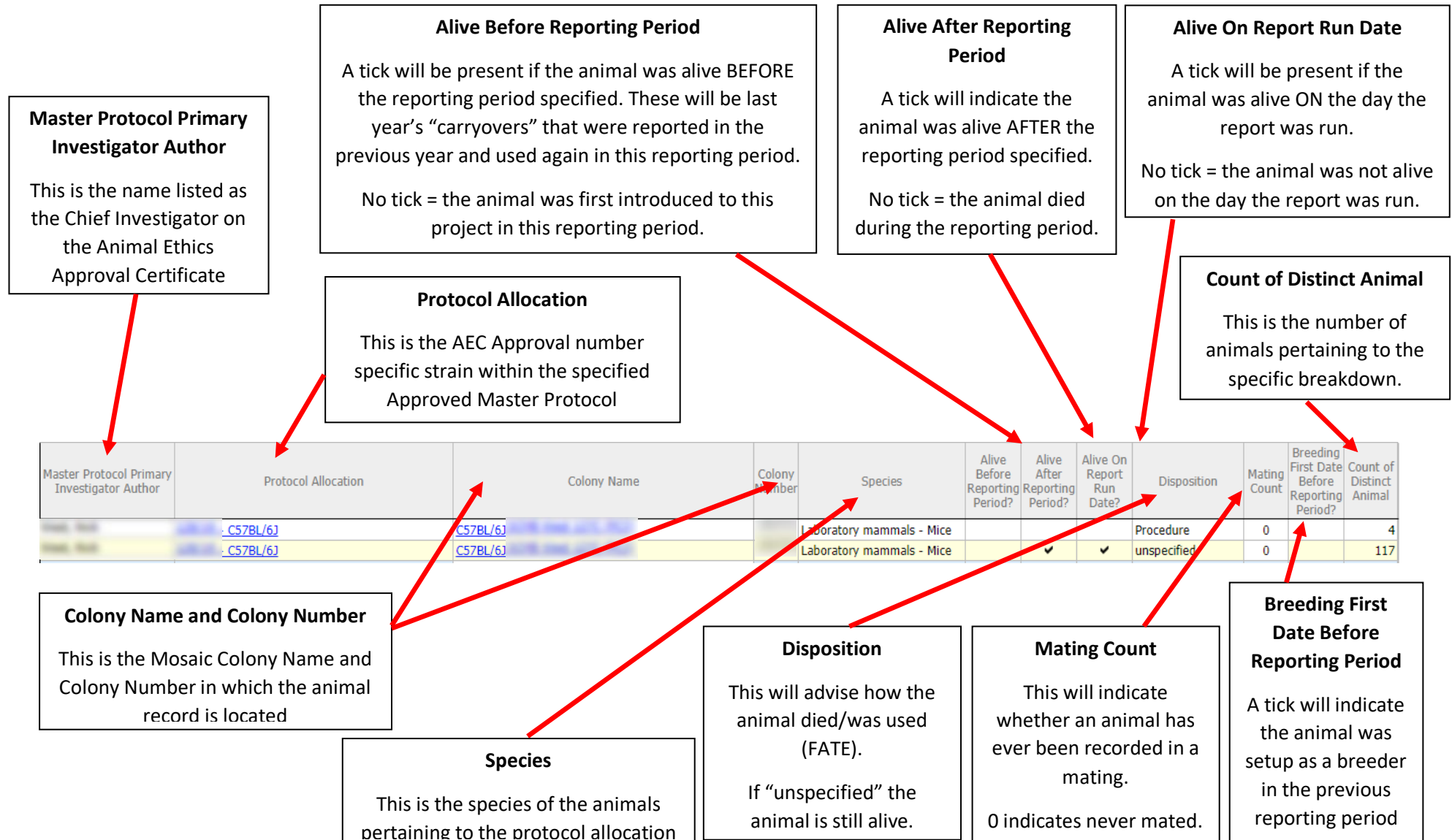
The Selected view may take a bit of time to load (depending on the number of protocols and animals). Please wait until it has loaded before proceeding.



**Please note:**

The UQ MAR EoYReporting datasets and views have been designed specifically to assist you with obtaining your numbers. By using your own custom, or default views and datasets outside the recommendations may result in incorrect totals.

## Understanding your Mosaic Animal Census Report



Once your report is generated you will have a breakdown of the animals by the Strain allocation attached to each animal. This is then filtered to the specific Colony in which the records are located. Finally the numbers are separated by the “Disposition” attached to each animal and whether they have ever been mated.

You will find various counts assigned to each different “Protocol Allocation”, “Colony” location, “Disposition” and “Mating Count”. These values will be added to a total when filtered for each requirement on your Animal Ethics Approval Certificate (**Breed** and **Culls** for Breeding Ethics, **Culls** for Experimental Ethics). These steps are broken down in the next section of this document for “**Counting your Breeders**” and “**Counting your Culls**”.

The “Alive Before/After/On Reporting Period” ticks will help determine your numbers also and should be used in conjunction with the Disposition.

**Examples of what you may see and why:**

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Count of Distinct Animal
			Procedure	0	4
	✓	✓	unspecified	0	117

These 4 animals were not alive BEFORE the reporting period and therefore were first introduced to the project this reporting period. 4 will be reported in this example.

These 117 animals were not alive BEFORE the reporting period and therefore must have been introduced WITHIN the reporting year. They will also be included in the count for “animals introduced to the project” during this reporting period. They are also alive AFTER the reporting period and this is supported by the “unspecified” disposition indicating that they are still alive. They will therefore be included in the “carryover” count for this strain for next reporting period.

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Count of Distinct Animal
	✓		Deviated septum	0	1
	✓		Due to age	0	10
	✓	✓	unspecified	0	9

All 20 animals were not alive before the reporting period and therefore introduced to the project during this reporting period. 20 animals will be reported in this example.

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Count of Distinct Animal
	✓		Deviated septum	0	1
	✓		Due to age	0	10

Please note these 11 animals have a disposition (1 x Deviated Septum, 10 x Due to age). They were alive AFTER the reporting period but have been culled between the end of the reporting period and the date the report was run. This is indicated by a specific disposition and no tick in the “Alive ON Report Run Date” column.

Although they are now dead they were alive AFTER the reporting period and will therefore be included in the “carryover” count for this strain for next reporting period.



Please note you may see counts for animals in UQ Colonies. These animals may have been transferred for use in health screening, training, or part of a TASQ colony. Animals used for training must remain on the Researcher's ethics until time of death. IF the animal was culled for training purposes the animal will be moved onto UQ Training Ethics. **If you notice animals have been culled for training but still allocated to your ethics, please contact the relevant Animal Facility to update.**

UQ MAR EoYReporting											
Download View Search Data Notifications											
	Master Protocol Primary Investigator Author	Protocol Allocation	Colony Name	Colony Number	Species	Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Count of Distinct Animal
1		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice	✓			Actioned request	0	9
2		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Colony Maintenance	0	9
3		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice		✓		Deviated septum	0	1
4		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice	✓			Due to age	0	19
5		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Due to age	0	26
6		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice		✓		Due to age	0	10
7		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Excess stock	0	36
8		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Found dead	0	3
9		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Sick	0	2
10		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice		✓	✓	unspecified	0	9
11		BREED - GluA1 K868R KI	Training Mice UQ		Laboratory mammals - Mice		✓	✓	unspecified	0	1
12		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice				Colony Maintenance	0	1
13		BREED - GluA1 K868R KI	GluA1 KI BREED		Laboratory mammals - Mice		✓	✓	unspecified	0	3
<b>Grand Total</b>											
										<b>129</b>	

This mouse is located in a UQ Training Colony. Researcher Ethics are still attached as the animal is still alive. If the mouse is culled due for Training purposes, UQ Ethics should be applied. If the animal was culled as it was not used for Training, the animal would still be counted on Researcher Ethics as this was last intended purpose/use.

## What numbers are required for Reporting?

Research Ethics and Integrity require the following questions to be answered in regards to the Mandatory Annual Reporting:

- The number of “Animals reported under this AEC number in [last reporting period], used again in [this reporting period].”
- The number of “Animals first introduced to this project in [this reporting period].”

**C1 Animal use figures**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	K5CreERT2 (breed)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	K5CreERT2 (cull)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	K8CreERT2 (breed)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	K8CreERT2 (cull)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	MMTV-Cre (breed)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	MMTV-Cre (cull)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	Piezo1-TdTomato (breed)	Adults	Mix	<input type="text"/>	<input type="text"/>
Mice - genetically modified	Piezo1-TdTomato (cull)	Adults	Mix	<input type="text"/>	<input type="text"/>

An animal is defined as “USED” as soon as it comes into the study. If no animals were used during the year, please enter a count of zero (0).

For BREEDING ethics, only animals that have been culled or are currently assigned as a breeder are counted. Any stock that is currently listed in the breeding colony that is not marked for breeding should not counted. These animals are counted once they are:

- assigned either to a breeder status
- assigned to an experimental protocol (and then counted on that protocol); or
- culled before being assigned to another protocol (for example culled as excess stock due to sex/genotype).

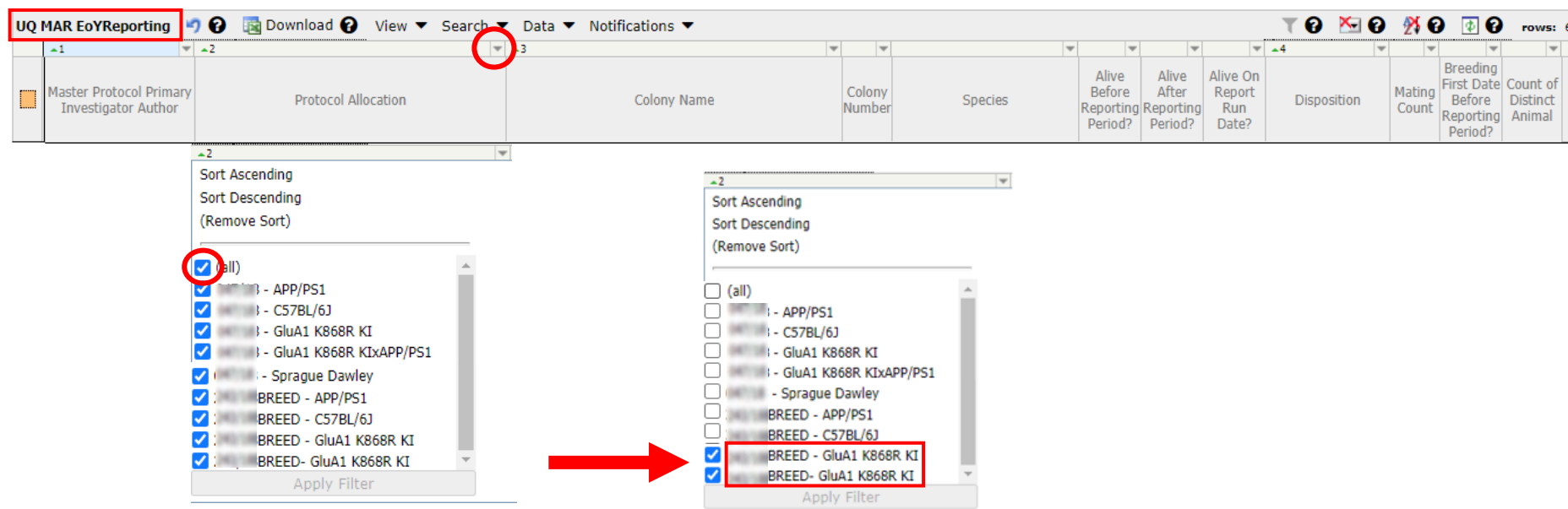
To obtain the numbers of animals that are to be counted under each section of the MAR you will need to filter to each “Protocol Allocation” (the strain listed on your AEC) and then further filter to determine whether the animals were reported in the previous year and used again, or whether they were first introduced to the project during this reporting period.

To assist, the following sections will provide steps to obtaining your “Breed” and “Cull” numbers for BREEDING ethics. The “Cull” numbers step will allow you determine your usage for EXPERIMENTAL ethics. Please be aware that some Experimental ethics also allow breeding so you will need to obtain both.

## Counting your Breeders

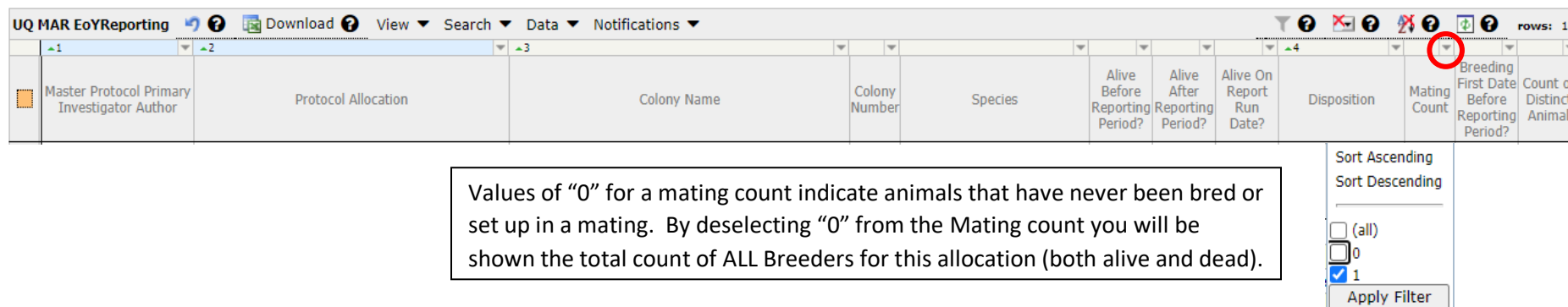
Once you have loaded the recommended **“UQ MAR EoYReporting”** Dataset and View, your next step is to select the Protocol Allocation in which you wish to determine your numbers.

Click on the dropdown for “Protocol Allocation”, untick “(all)”, and then select the Protocol Allocation (there may be multiples due to historical import data during database migration that in some cases cannot be merged or deleted – Please ensure these are ALL ticked if pertaining to the same strain).



The screenshot shows a data table interface with a header row containing columns: Master Protocol Primary Investigator Author, Protocol Allocation, Colony Name, Colony Number, Species, Alive Before Reporting Period?, Alive After Reporting Period?, Alive On Report Run Date?, Disposition, Mating Count, Breeding First Date Before Reporting Period?, and Count of Distinct Animal. The 'UQ MAR EoYReporting' dataset name is highlighted in a red box at the top left. A dropdown arrow on the 'Protocol Allocation' column is circled in red. Below the table, two dropdown menus are shown. The first dropdown has 'all' selected (circled in red) and lists various protocol allocations with checkboxes. The second dropdown has 'BREED - GluA1 K868R KI' selected (boxed in red) and also lists various protocol allocations with checkboxes. A red arrow points from the first dropdown to the second.

Filter to only your Breeders by clicking on the “Mating Count” drop down, deselect “0” and click “Apply Filter”.



UQ MAR EoYReporting Download View Search Data Notifications rows: 18

Master Protocol Primary Investigator Author	Protocol Allocation	Colony Name	Colony Number	Species	Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
---	---------------------	-------------	---------------	---------	--------------------------------	-------------------------------	---------------------------	-------------	--------------	--	--------------------------

Values of “0” for a mating count indicate animals that have never been bred or set up in a mating. By deselecting “0” from the Mating count you will be shown the total count of ALL Breeders for this allocation (both alive and dead).

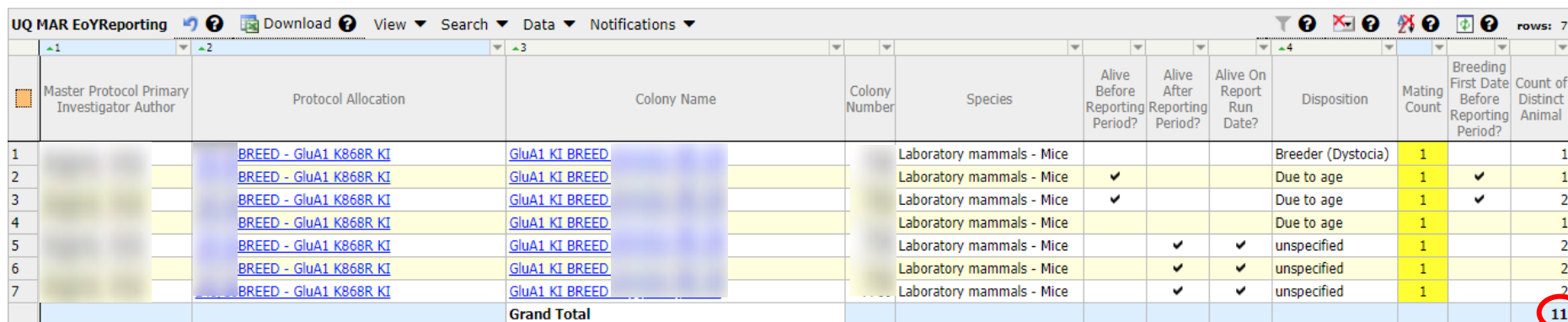
Sort Ascending  
Sort Descending

(all)  
 0  
 1

Apply Filter

Please note that if the only option you have is “0”, you do not have any Breeders to report. On the MAR form please record “0”.

You may also have counts of 1 or more – please ensure to select ALL values except 0 (if available).



UQ MAR EoYReporting Download View Search Data Notifications rows: 7

Master Protocol Primary Investigator Author	Protocol Allocation	Colony Name	Colony Number	Species	Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice				Breeder (Dystocia)	1		1
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice	✓			Due to age	1	✓	1
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice	✓			Due to age	1	✓	2
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice				Due to age	1		1
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice		✓		unspecified	1		2
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice		✓	✓	unspecified	1		2
	<a href="#">BREED - GluA1 K868R KI</a>	<a href="#">GluA1 KI BREED</a>		Laboratory mammals - Mice		✓	✓	unspecified	1		2
	<b>Grand Total</b>										<b>11</b>

In this example there are a total of 11 Breeders counted on this “Protocol Allocation” for this strain.

How many Breeders were reported last reporting period, used again this reporting period?

To determine the number of Breeders reported last reporting period and used again during this reporting period, you will need to click on the dropdown for “Breeding First Date Before Reporting Period” and untick “F” (FALSE). This will leave “T” (TRUE) selected and will result in only showing animals that were set up as a breeder BEFORE the current reporting period, thus will have been reported before and used again this reporting period. If you do not have “T” (TRUE) as an option to select, you do not have any numbers that require reporting for this section – please record “0”.

Breeding First Date Before Reporting Period?

Sort Ascending  
Sort Descending

(all)  
 F  
 T

Apply Filter

F = False – The animal was **NOT** mated BEFORE the Reporting Period

T = TRUE – The animal **WAS** a breeder BEFORE the Reporting Period

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
✓			Due to age	1	✓	1
✓			Due to age	1	✓	2
						3

**IF YOU DO NOT HAVE “T” (TRUE) AS AN OPTION YOU DO NOT HAVE ANY BREEDERS THAT WERE REPORTED LAST PERIOD THAT WERE USED AGAIN THIS REPORTING PERIOD!**

3 = Last report’s “Carryover” - Total reported last period and used again this reporting period (BREED count)  
**If no Breeders to report – please record “0” (zero).**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI (breed)	Adults	Mix	3	
Mice - genetically modified	GluA1 KI (cull)	Adults	Mix		

### How many Breeders were first introduced to the project this reporting period?

To determine the number of Breeders that were first introduced to the project this reporting period, you will need to click on the dropdown for “Breeding First Date Before Reporting Period” and untick “T” (TRUE). This will leave “F” (False) selected and will show you all Breeders introduced during this reporting period. Please note that if you do not have “F” (False) as an option to select, you do not have any number that require reporting for this section – please record “0”.

F = False – The animal was **NOT** alive BEFORE the Reporting Period

T = TRUE – The animal **WAS** alive BEFORE the Reporting Period

**IF YOU DO NOT HAVE “F” (FALSE) AS AN OPTION YOU DO NOT HAVE ANY BREEDERS THAT WERE FIRST INTRODUCED TO THE PROJECT THIS REPORTING PERIOD!**

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
			Breeder (Dystocia)	1		1
			Due to age	1		1
	✓	✓	unspecified	1		2
	✓	✓	unspecified	1		2
	✓	✓	unspecified	1		2
						<b>8</b>

8 = Total first introduced to the project during this reporting period (BREED count)

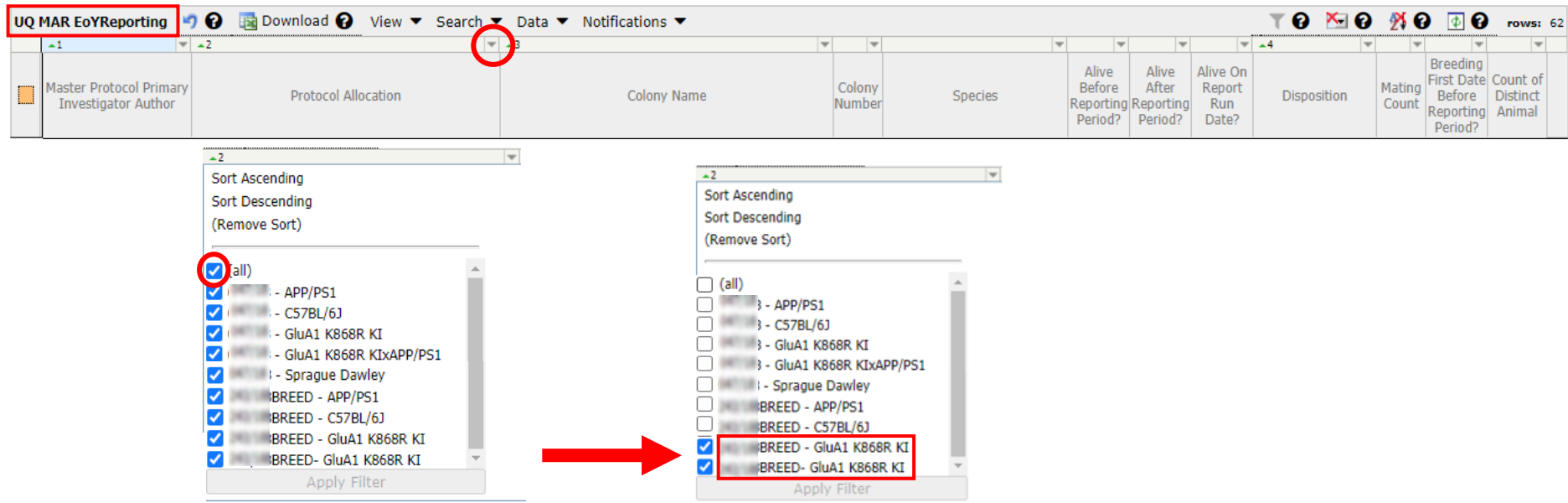
**If no Breeders to report – please record “0”**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI (breed)	Adults	Mix	3	8
Mice - genetically modified	GluA1 KI (cull)	Adults	Mix		

## Counting your CULLS (BREED VS EXPERIMENTAL ETHICS)

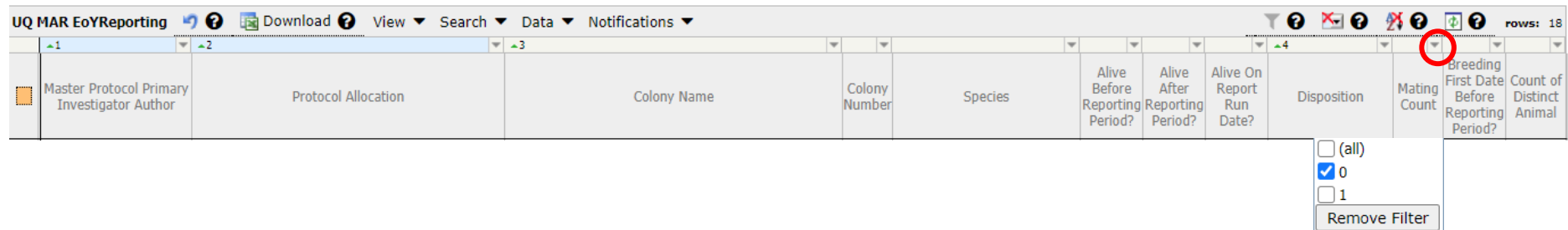
Please note there are slight variances in workflows to determine your Counts between culls on a Breeding Ethics and usage numbers on Experimental Ethics. When an animal enters a project (Experimental) it MUST be counted regardless of whether it is alive or dead.

Click on the dropdown for “Protocol Allocation”, untick “(all)”, and then select the Protocol Allocation (there may be multiples due to historical import data during database migration that in some cases cannot be merged or deleted - Please ensure these are ALL ticked if pertaining to the same strain).



The screenshot shows the 'UQ MAR EoYReporting' application interface. The 'Protocol Allocation' dropdown menu is open, showing a list of options. In the first menu, the '(all)' option is circled in red. A red arrow points to the second menu, where the 'BREED - GluA1 K868R KI' option is selected and circled in red.

Click on the “Mating Count” drop down, untick “(all)”, and select “0”. Click “Apply Filter”.



The screenshot shows the 'UQ MAR EoYReporting' application interface. The 'Mating Count' dropdown menu is open, showing a list of options. The '0' option is selected and circled in red.

### Culls within a Breeding Ethics

For a Breeding Ethics cull counts are only reported once the animal is dead. There will never be animals that had been reported the previous year and then used again in this reporting period. As such, your culls count for “Animals reported last reporting period and used again this period will be zero (0). Please place “0” in the form for this category.

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI (breed)	Adults	Mix	3	8
Mice - genetically modified	GluA1 KI (cull)	Adults	Mix	0	

Please note that some Experimental Ethics allow breeding. In these scenarios you MUST report all “stock” animals as they will not be transferred to a secondary ethics. As such, please refer to page 18 of this document “Previously reported Experimental Ethics Counts” to obtain the number of animals reported last reporting period and used again in this period.

### How many CULLS were first introduced to the BREEDING project this reporting period?

Please remember that for BREEDING ethics, only animals that have been culled or are currently assigned as a breeder are counted. Any stock that is currently listed in the breeding colony that is not marked for breeding should not counted. These animals are counted once they are:

- assigned either to a breeder status
- assigned to an experimental protocol (and then counted on that protocol); or
- culled before being assigned to another protocol (for example culled as excess stock due to sex/genotype).



To determine the number of CULLS that were first introduced to the project this reporting period, you will need to click on the dropdown for “Alive **AFTER** Reporting Period” and untick “T” (TRUE). This will leave “F” (False) selected and will show you all animals culled this reporting period. If you do not have “F” (False) as an option to select, you do not have any number that require reporting for this section – please record “0”.

Alive After Reporting Period?  
 Sort Ascending  
 Sort Descending  
 (all)  
 F  
 T  
 Apply Filter

F = False – The animal was **NOT** alive AFTER the Reporting Period

T = TRUE – The animal is alive AFTER the Reporting Period

**IF YOU DO NOT HAVE “F” (FALSE) AS AN OPTION YOU DO NOT HAVE ANY CULLS THAT WERE FIRST INTRODUCED TO THE PROJECT THIS REPORTING PERIOD!**

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
✓			Actioned request	0		9
			Colony Maintenance	0		9
✓			Due to age	0		19
			Due to age	0		26
			Excess stock	0		36
			Found dead	0		3
			Sick	0		2
						<b>104</b>

104 = Total number of animals first introduced to the project during this reporting period (CULLS count for BREEDING ETHICS)

**If no CULLS to report – please record “0” (zero).**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI (breed)	Adults	Mix	3	8
Mice - genetically modified	GluA1 KI (cull)	Adults	Mix	0	104

Previously reported Experimental Ethics Counts (standard non-breeding experimental)

All animals that enter an Experimental project must be counted. To determine the count of animals reported last reporting period and used again this reporting period, you will need to click on the dropdown for “Alive **BEFORE** Reporting Period” and untick “F” (FALSE). This will leave “T” (TRUE) selected and will result in only showing animals that were ALIVE last reporting period, reported before and used again this reporting period. If you do not have “T” (TRUE) as an option to select, you do not have any numbers that require reporting for this section – please record “0”.

Alive Before Reporting Period?  
 Sort Ascending  
 Sort Descending  
 (all)  
 F  
 T  
 Apply Filter

F = False – The animal was **NOT** alive BEFORE the Reporting Period

T = TRUE – The animal **WAS alive** BEFORE the Reporting Period

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Count of Distinct Animal
✓			Actioned request	0	9
✓			Due to age	0	19
					<b>28</b>

**IF YOU DO NOT HAVE “T” (TRUE) AS AN OPTION YOU DO NOT HAVE ANY CULLS THAT WERE REPORTED LAST PERIOD THAT WERE USED AGAIN THIS REPORTING PERIOD!**

28 = Last report’s “Carryover” - Total reported last period and used again this reporting period (CULLS count)  
**If no CULLS to report – please record “0” (zero).**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI (cull)	Adults	Mix	28	

### First introduced Experimental Ethics Counts

To determine the number of animals that were first introduced to the project this reporting period, you will need to click on the dropdown for “Alive BEFORE Reporting Period” and untick “T” (TRUE). This will leave “F” (False) selected and will show you all animals introduced this reporting period and may include animals that are still currently alive. If you do not have “F” (False) as an option to select, you do not have any number that require reporting for this section – please record “0”.

Alive Before Reporting Period?

Sort Ascending  
Sort Descending

(all)  
 F  
 T

Apply Filter

F = False – The animal was **NOT** alive BEFORE the Reporting Period

T = TRUE – The animal **WAS alive** BEFORE the Reporting Period

**IF YOU DO NOT HAVE “F” (FALSE) AS AN OPTION YOU DO NOT HAVE ANY CULLS THAT WERE FIRST INTRODUCED TO THE PROJECT THIS REPORTING PERIOD!**

Alive Before Reporting Period?	Alive After Reporting Period?	Alive On Report Run Date?	Disposition	Mating Count	Breeding First Date Before Reporting Period?	Count of Distinct Animal
			Colony Maintenance	0		9
	✓		Deviated septum	0		1
	✓		Due to age	0		10
			Due to age	0		26
			Excess stock	0		36
			Found dead	0		3
			Sick	0		2
	✓	✓	unspecified	0		9
	✓	✓	unspecified	0		1
						<b>97</b>

97 = Total number of animals first introduced to the project during this reporting period (CULLS count)

**If no CULLS to report – please record “0” (zero).**

Species	Strain	Class	Gender	Animals reported under this AEC number in 2019, used again in 2020	Animals first introduced to this project in 2020
Mice - genetically modified	GluA1 KI	Adults	Mix	28	97

## Considerations

### Reporting on Age and Genotype Breakdowns

This report will supply Researchers with usage numbers pertaining to how an animal died (Breed/Cull numbers, Animals used for Procedure).

**It will NOT generate a breakdown of AGES or GENOTYPES.**

Please complete these workflows via the Animal Census Report **FIRST** to obtain your BREED and CULL numbers and then refer to the **“Interim Researcher Guide to Protocol Allocations and Reporting”** via the Protocol Worksheet for a workflow to obtain specific age and genotype breakdowns.

If your numbers for a strain do not match (total number obtained via this Animal Census versus Currently Assigned via the Protocol Worksheet) you may have animals that are/were currently housed within UQBR Colonies (Training/Sentinel/TASQ etc). These animals still need to be reported. Please contact the relevant Animal Facility to discuss this further.

Mosaic has a sensitive quality control standard that prevents back-dating death dates. To allow records to be updated correctly, some animals may have the correct death date shown in the “Daily Obs” Column. Please check for these on your spreadsheet.

### Rodent Age Classification

Embryo	E0.5 (Plug date) to Pre-birth	
Neonate	P0.5 to P9	Future classification for ‘Juvenile’ will incorporate the Neonate age range
Juvenile	P10 to P20	
Adult	P21 onwards	

## Help

For queries or discrepancies relating to the generated numbers for each Protocol Allocation recorded against an animal, please contact the relevant Animal House and supply them with the specific colony and animal details for further investigation. The Database Administrator cannot assist in these matters.

For queries relating to specific wording or definitions within the MAR reporting forms, please contact the Animal Ethics Committee relevant to your project.

For queries on TOTAL approved allowed counts, please send details of the concern and a recent Approval Certificate to the Database Administrator at: [br.database@uq.edu.au](mailto:br.database@uq.edu.au)