

# Modification, SOP Variation or Amendment Form

All modifications to activities either pending approval or approved by the QSAEC must be approved by QSAEC before an activity can start.

Amendments such as change of activity leader or other changes to the application must be notified to the QSAEC.

Schools are required to complete this form to:

- provide information requested by the QSAEC for applications currently pending approval or as part of an investigation
- request approval for modifications to an existing approved application or to an activity approved in a Standard Operating Procedure (SOP)
- seek approval to conduct activities additional to those approved under a SOP
- amend details of an existing approval e.g. change of activity leader.

Complete all relevant sections of this form and email to the Animal Ethics Officer  
[animal.ethics@ged.qld.gov.au](mailto:animal.ethics@ged.qld.gov.au)

SCHOOL NAME					
ACTIVITY LEADER'S NAME					
PHONE		EMAIL			
TITLE OF THIS ACTIVITY/APPROVAL NUMBER (IF RELEVANT)			ANIMAL SPECIES		

## MODIFICATIONS/SOP VARIATIONS

Indicate the reason for this modification:

- Modification requested by the QSAEC
- Modification of existing approved application / Variation to an existing activity in a SOP
- Additional activity not currently in the SOP

Provide a full description of the proposed modification/variation and your curriculum justification for that modification/variation. Include considerations of the impact on the animals involved in the proposal.

*Please attach photos or other documentation to support your modification request as applicable.*

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**OTHER AMENDMENTS**

<input type="checkbox"/> New DAF registration number	
<input type="checkbox"/> Change in activity leader/other contacts	<i>Specify contact details, experience and qualifications of new staff.</i>
<input type="checkbox"/> Change in contact details	
<input type="checkbox"/> Discontinue activity	<i>Please remember to submit your final <a href="#">Activity completion report</a>.</i>
<input type="checkbox"/> Other	Please specify:

Activity leader's signature	Principal's name
	Principal's signature
	Date     /     /

**Thank you for completing this form.**