



# Quick start animex-ch RE3

Announcement of constrained lines (Form M)

For further information consult the **tooltip information within animex-ch (Form M)**

v1.0 15.05.2021



# Quick start Announcement of constrained lines (Form M)

A Form M can either be created as «provisional» or «definitive». Both types can be sent to the canton, however only «definitive» announcements will be approved by the canton.

«Provisional» announcements can be «Returned accepted», which leaves the form non-editable with the only possibility to change it to a «definitive» announcement. In this case a new Form D version may be created with all necessary updates and be attached to the «definitive» announcement.


For both «provisional» and «definitive» announcements the workflow of returning for rewrite and resubmitting is possible as in Form A, H or G.





# Wizard page

## New announcement of constrained lines (Form M)

You are about to create a new announcement [N] of constrained lines (Form M). Please fill in the following fields, that are required for the creation of the draft announcement.

Workflow   Stand-alone  Common A/M process


Associated institute \*   **1**

Data sheet (Form D) \*   **2**

Name of the animal facility

Head of Animal Facility

Cantonal Authority

Purpose \*   **3**

The wizard page can either be accessed via Form M search page or via a Form D.

### Facility user:

- 1** Optional selection of an associated institute (names of the involved institutes of their facility)
- 2** Mandatory selection of a Form D (of which a static version has been created)
- 3** Mandatory selection of the purpose (provisional or definitive)

### Institute user:

- 1** – **3** Mandatory selection of an associated institute (names of the institutes of the current user's logged-in unified-role), Form D and the purpose.

### Note:

- In order to select an institute – Form D combination the institute must be active in the Form Ds custom permissions
- The «Associated institute» will be able to edit Form M
- All enabled institutes from the Form Ds custom permission list will be able to view Form M




## Tabs: Announcement and Data sheet Version

Family: N-13  Short name of the animal line: Esel Type: New announcement

Draft provisional (In progress)

Announcement Data sheet V1



- Switching between the editable form M and the attached static version of the Form D is possible using tabs

# **Provisional announcement of constrained lines**



# Basics

## 01-07

01 Licensed animal facility

License numbers of animal facility

National number ⓘ  
196

Cantonal number ⓘ  
BL/xxxx/2000

Address of the animal facility

Name ⓘ  
sjo facility 2

Street  
asdf

Postal Code  
asdf

Town  
asdf

Involved animal facility unit(s) ⓘ

No involved animal facility unit(s) added

Add unit

In the chapter «Basics» most fields are prefilled and non-editable except for:

- 01 Licensed animal facility: Involved animal facility unit(s)
- 07 Owner of the line

1 optional selection of involved unit(s) of the associated form H



# Basics

## 01-07

07 Owner of the line ⓘ

Name and role ⓘ **2**

E-mail

Tel. No.

Name ⓘ

Street

Postal Code

Town

**2** optional selection of an owner of the line



# Announcement of constrained animals

## 08-11

08 Purpose of announcement ⓘ

Purpose of announcement

Provisional

09 Planned additional observations ⓘ ⓘ ⓘ ⓘ

Planned additional observations \*

1

Edit

10 Specific observation plan ⓘ ⓘ ⓘ ⓘ

Details of observation plan

The field is relevant for the definitive announcement only

11 Breeding ⓘ

Breeding and use in animals experiments

The field is relevant for the definitive announcement only

In the chapter  
«Announcement of  
constrained animals»  
most fields are read-only  
except for:

- 09 Planned additional  
observations

1 Mandatory Rich Text Field  
for a provisional  
announcement.





# Confirmations

## 15-16

**15 Statement of responsibility by owner of the line** ⓘ

Name and role ⓘ

Statement of responsibility by owner of the line ⓘ

**16 Statement of correctness by user of facility** ⓘ

Name and role ⓘ

Statement of correctness by user of facility ⓘ

Timestamp of the submission to the canton

In the chapter «Confirmations» all fields are filled in automatically when the announcement is submitted to the canton.

**Note:**

- In case no «Owner of the line» has been selected, the field will stay empty.



## Change to definitive announcement

15-16

The screenshot shows a software interface with a top navigation bar containing buttons for 'PDF', 'Validate', and 'Save'. A vertical ellipsis menu button is also present. A dropdown menu is open, listing the following options: 'Delete', 'Change to definitive' (highlighted with a red border), 'Versions', 'Inspections', and 'Applications for animal experiments'. Below the dropdown menu, there is a button labeled 'Back to results list'.

Via the options button any provisional announcement in a draft or institute level status can be changed to a definitive announcement.

**Note:**

If a constraint, after a provisional announcement, is not confirmed, the announcement needs to be withdrawn (or dismissed).

# **Definitive announcement of constrained lines**



## Basics

01-07

The chapter «Basics» is identical in definitive and provisional announcements.



# Announcement of constrained animals

## 08-11

08 Purpose of announcement ⓘ

Purpose of announcement

Definitive

09 Planned additional observations ⓘ

Planned additional observations

10 Specific observation plan ⓘ

Details of observation plan \* **1**

edit

11 Breeding ⓘ

Breeding and use in animals experiments \* **2**

edit

In the chapter  
«Announcement of  
constrained animals»  
following fields are  
editable:

-10 Specific observation  
plan

-11 Breeding

**1**

Mandatory Rich Text  
Fields for a definitive  
announcement.

**2**



# Rationale and weighing of interests 12-14

The screenshot shows a web form with three sections, each with a red circle containing a number (1, 2, 3) indicating it is a mandatory Rich Text Field:

- 12 Suitability
- 13 Necessity (3R)
- 14 Weighing of interests

In the chapter «Rationale and weighing of interests» all fields are editable:

- 12 Suitability
- 13 Necessity (3R)
- 14 Weighing of interests

- 1 Mandatory Rich Text Fields for a definitive announcement.
- 2
- 3



## Confirmations

15-16

The chapter «Confirmations» is identical in definitive and provisional announcements.



# HAF review

HAF Reviews Documents Comments

Basics

- 01 Licensed animal facility
- 02 Address of the cantonal authority
- 03 Announcement type
- 04 Short name of the animal line
- 05 Scientific notation of the animal line
- 06 Related data sheet of genetically modified lines or c...
- 07 Owner of the line

> Announcement of constrained animals 1 ⚠

> Rationale and weighing of interests

> Confirmations

HAF Reviews

Remark

Clear Request HAF Review

No Records

Close

## Note:

- A HAF review can be requested by any facility or institute role with edit rights (except HAF and AWOOF) in any status where the form M is editable.
- The HAF can either enter a statement to answer the request or can directly submit the Form M to the canton.
- It's only possible to have one open request at a time.