



## Guide for filling out B scheme when applying for breeding or animal experiment licenses in AIRD

Introduction: The B scheme in AIRD regards information on the facility, where the animal experiments or breeding are carried out, and responsible persons related to these.

### B-skema - Oplysninger om faciliteterne og de ansvarlige personer

From July 2023 it has been mandatory for facilities that conduct animal experiments or breed animals for that purpose to be approved by the main authorities. The approval has also introduced a new term: the “AOD”, which translates to “the person responsible for compliance with regulations in animal experiments”. The AOD is therefore responsible not only for the daily management of AEM’s staff and facilities, but also share a co-responsibility with the license holder regarding competencies of the participants, annual statistics reports, and compliance with the provisions of the license. AEM’s AOD is the Head of Department, Professor Peter Bollen.

The introduction of facility approval has been implemented in the application system AIRD. Before July 2023 you should name responsible persons for the daily management of the facilities, but this is now incorporated automatically when you choose the facility.

The facility approval states the responsible persons for the design and daily management of the facility, daily supervision and care of the animals, the professional qualifications of the staff and veterinary counseling.

To avoid misunderstandings, AEM has prepared this short guide for filling out the B scheme in AIRD when applying for breeding or animal experiment licenses.

- The first information to be given is the responsible person for record keeping throughout the experiment or breeding period.

Den, der foretager dyreforsøg, skal føre journal herover, jf. § 13 [bekendtgørelse nr. 2028 af 14. december 2020 om dyreforsøg](#).

**Den ansvarlige for journalføringen**

Navn   
 Skal udfyldes

Email   
 Skal udfyldes

Telefon   
 Skal indeholde 8 cifre uden mellemrum

This is always the license holder.

- Next, you must give information on the person responsible for the competencies of the participants in the experiments.

Denne person er ansvarlig for, at deltagerne ved forsøgene opfylder kriterierne i § 57 i [bekendtgørelse nr. 2028 af 14. december 2020 om dyreforsøg](#).

**Den ansvarlige for kompetencerne hos deltagerne ved forsøgene**

Navn   
 Skal udfyldes

Email   
 Skal udfyldes

Telefon   
 Skal indeholde 8 cifre uden mellemrum

This is also the license holder.

The field does not apply for breeding licenses and the box will not be shown.

The field refers only to the participants in the experiments. AEM has the responsibility for the competencies of the animal caretakers, which is covered by the appointment of an AOD in the approval of the facility.

**The two fields described above are only open for editing to accommodate applicants that apply as “Legal persons”, in which case a company/institution holds the license, but a named person has the responsibility. During 2024 the boxes will be closed for editing for applicants applying under their own name.**

- Then you specify where the experiments or breeding will take place by clicking the green button “Choose locations”.

Du skal nedenfor angive, hvor forsøgene skal finde sted og hvor dyrene skal opstaldes. Ved at klikke på den grønne knap vil du se en liste over alle godkendte lokationer i Danmark.

**Lokationer**

Vælg lokationer

Type	Navn/sted	Adresse
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You will get a list of all approved facilities in Denmark. The page is slow, so you have to wait for the list to appear.

Oversigt over alle godkendte lokationer i Danmark

Vælg	Type	Facilitet ▼	Lokation
<input type="checkbox"/>	Opstaldningssted	Aalborg Universitet	Gnaverstalden
<input type="checkbox"/>	Forsøgssted	Aalborg Universitet	Gnaverstalden
<input type="checkbox"/>	Opstaldningssted	Aalborg Universitetshospital	Biomedicinsk Forskningslaboratorium
<input type="checkbox"/>	Forsøgssted	Aalborg Universitetshospital	Biomedicinsk Forskningslaboratorium

You can also search for AEM's facilities by entering "afdeling" in the search field.

Søg

Oversigt over alle godkendte lokationer i Danmark

Vælg	Type	Facilitet ▼	Lokation
<input checked="" type="checkbox"/>	Forsøgssted	Afdeling for Eksperimentel Medicin	August Krogh Bygningen
<input checked="" type="checkbox"/>	Opstaldningssted	Afdeling for Eksperimentel Medicin	August Krogh Bygningen
<input type="checkbox"/>	Opstaldningssted	Afdeling for Eksperimentel Medicin	Biocenter
<input type="checkbox"/>	Forsøgssted	Afdeling for Eksperimentel Medicin	Biocenter

You need to choose both experimental site (Forsøgssted) and housing site (Opstaldningssted). At AEM those two will always be the same. We advise you to choose all AEM sites to maintain flexibility regarding where to house your animals in AEM.

When applying for a breeding license, you must also state the experimental site. The confusing use of the word is due to a translational error in the system.

- The fourth box is about your connection to the facility. A connection to the facility would be employment or an agreement beforehand on using AEM's facilities.

You can only choose from the sites chosen in the previous step. All AEM's facilities is gathered under the name "Afdeling for Eksperimentel Medicin".

lokationer).

**Tilknyttet faciliteten**

Vælg facilitet

Virksomhed	Adresse	By	Kommentar
Afdeling for Eksperimentel Medicin			

- The last box is only for experiments that take place outside approved facilities e.g., in a conventional pig stable or private pets in a clinic. If part of your experiment takes place outside of AEM's facilities, you must give information in this box.

**I felten, private besætninger o.lign.**

Type	Navn/Sted	Adresse
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If you experience any trouble with AIRD or have doubts about the application process in general, we recommend contacting the Animal Experiments Inspectorate for advice.