

R3 Policy Statement

Respect, Reliability, Responsibility

Agenda Resource Management is totally committed to the provision of staff who are fully aware of the ethical dimension of work in the bio-scientific research field. This Policy Statement underpins our commitment. A statement of good practice, it summarises the high ethical standards that we, as a company, maintain and demand from all candidates under consideration for employment within our customers organisations.

The principles of the ethical standards we demand from our staff fall into three main categories - Respect, Reliability and Responsibility. We call them the 3 R's.

respect

Staff are required to show respect, principally for the animals with which they are working, but also for their scientific colleagues and their place of employment.

ANIMALS

Respect for animals is the prerequisite of good husbandry or stockmanship and is essential to the welfare required for every aspect of animal well-being. We define the crucial needs of animal well-being as follows:-

- a) Ready access to fresh water and an appropriate diet to maintain full health and vigour.
- b) Provision of a suitable environment preferably including shelter and a comfortable resting area.
- c) Prevention or rapid diagnosis of disease, injury and pain.
- d) Allocation of sufficient space, property facility and where possible, company of the animals' own kind.
- e) Ensuring conditions which avoid fear and distress.

Animals are often totally dependent on their carers. Agenda staff are fully committed to providing the highest standards of husbandry in the support of the animals in their care.

COLLEAGUES

Staff are required to show respect for their work colleagues at all times, avoiding particularly any form of discriminatory behaviour or sexual harassment.

THE WORK PLACE

Respect must be shown to the establishment where the work is carried out and the property and products associated with the work place. Directions with regards to work will be taken seriously and duly observed. Technicians will readily conform to GLP and SOP.

reliability

The reliability of a member of staff can be measured through the application of their moral qualities of honesty, loyalty and competency.

HONESTY

In the interests of efficient and effective research, staff must keep accurate records pertaining to their work.

Animal carers must strive to maintain the highest standard of attendance. Where absence is unavoidable, staff must give due notification of such absence, except in cases of emergency.

Staff must be punctual at all times and ready to work overtime when deemed necessary to meet the animals' needs.

LOYALTY

The highest standards of confidentiality concerning technical knowledge and developments and sensitive security-related issues must be scrupulously observed.

COMPETENCY

Employees must be ready to undertake training as required and develop the skills and knowledge necessary to perform their assigned tasks effectively.

Staff are obliged to familiarise themselves with the communication channels within the establishment and its organisational and hierarchical structures.

responsibility

The acceptance by staff of their legal obligations is a fundamental ethical requirement. All staff must be committed to observing the laws and regulations relating to animals and to complying with all current codes of practice on animal care. Practical concern for the health and welfare of the animals will always be a priority feature of the animal technician's duties.

Staff are expected to show a responsible attitude to security by remaining vigilant and aware of potential threats to security. Ideally, staff will identify their own well-being with the reputation, success and security of the establishment where they work.

It is the moral duty of every member of staff to co-operate in the maintenance of safe working conditions. All workers must be aware of the principles of the Health & Safety At Work Act 1974 and comply with the relevant regulations, particularly those relating to COSHH.

The above Policy Statement summarises a more detailed Ethical Statement developed by the company, to which all Agenda employees are required to subscribe. Failure by any member of Agenda staff to comply with the requirements and recommendations set out in the company's Ethical Statement may result in internal disciplinary action. For a copy of the full Ethical Statement, please contact Agenda.