

UNIVERSITY OF GHANA



University of Ghana Institutional Animal Care and Use Committee (UG-IACUC)

Phone:
Email: UG-IACUC@ug.edu.gh

P.O. Box LG 581
Legon, Accra
Ghana

Office Location: Institutional Review Board Building, Noguchi Memorial Institute for Medical Research (NMIMR), University of Ghana

**Name of Principal
Investigator:**

Title of Project:

Approval of applications for the use of animals in research, teaching or testing is often delayed due to incomplete applications. This checklist is intended as a tool to assist researchers in ensuring a complete submission to facilitate the UG-IACUC review and approval process. Researchers are advised to complete this checklist for each UG-IACUC application and save a copy in their files. The UG-IACUC requires the completed checklist to be submitted with the application.

		Yes	No	NA
1.	Has all administrative information been completed on the application?			
2.	Has an application letter been attached?			
3.	Has the application letter been signed by the PI who is directly responsible for the ethical and scientific conduct of the research?			
4.	Are the study investigators UG staff?			
5.	Has or will this research be submitted to a research ethics committee other than the UG-IACUC			
6.	Are procedures to be done on live vertebrate animals clearly stated?			
7.	Are the study goals written in a language understandable to a lay person			
8.	In the animal request table, have the species and number of animals to be used been identified? Are they consistent and identical throughout the protocol?			
9.	Have pain categories been assigned?			
10.	Have any special animal housing and/or handling issues been described?			
11.	Have all hazardous conditions been appropriately identified?			

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12.	Is the justification for the use of live animals provided?			
13.	Is the justification for the number of animals provided?			
14.	Is the justification for group sizes and numbers provided? Are these numbers consistent with other sections of the protocol?			
15.	Is the method of euthanasia for the animal/species clearly described?			
16.	If a chemical agent is to be used, is the dosage and route of administration provided?			
17.	Are the procedures clearly described?			
18.	For blood withdrawal, is the volume, frequency, withdrawal site (s) and methodology clearly listed?			
	STUDENT APPLICANTS			
19.	Is the applicant a student?			
20.	Has the student's work been reviewed and approved by the Faculty Department or School?			
21.	If YES, has the approval letter been attached?			
22.	Are the CVs of the student and student's supervisor(s) attached?			