**HKSTP IACUC Application Checklist**

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| **Project title:** |  |

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| --- | --- |
| **Company name:** |  |

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| **Principal Investigator / Staff in-charge of project:** |  |

Please check that all information have been included in your application form.

Mark **“Y”** in all applicable boxes below. If any item is not applicable, mark **“N/A”** instead of leaving it blank.

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|  |  | I have completed, initialed, signed and dated the HKSTP IACUC Application Form. |

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|  |  | I have read the latest version of the “HKSTP Ethics Guide for Animal Research”, the standards and | |
|  |  | guidelines listed in the ethics guide, principles of the 3Rs, and will refer to the AAALAC Guide for general principles and ethical considerations. | |
|  |  |  |
|  |  | For Section A --- All personnel named in (2) & (3) have completed this online training on 3R principles (or an equivalent course): |
|  |  | * Contemporary training on the 3Rs <https://www.nc3rs.org.uk/contemporary-training-3rs> |
|  |  | My project uses live non-human vertebrates. |
|  |  | For Section A --- A copy of the validlicense/permit/endorsement under Cap. 340 for all the personnel named in (2) & (3) in the section must be submitted. PDF files are preferred. Check either 1 box below:  Attached are all the copies.  Some/all of them are not yet available (i.e., applying to DH in parallel to this IACUC application)  [Note: All personnel’s license/permit/endorsement under Cap. 340 must be received by IACUC before official approval for this application will be considered]  Attached DH exemption. Reason of exemption (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  | My project uses live cephalopods |

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|  |  | For Section B --- Attached is a copy of animal health certificate(s) |

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|  |  | For Section F --- Attached is a flowchart for summarizing the experimental design and all animal care and use procedures |

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|  |  | For Section J --- Attach is a copy of test results for that materials tested for pathogens |

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|  |  | For Section P --- The PI / staff in-charge has signed this section. |

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|  |  | For Section Q --- The supervisor/manager in-charge (if applicable) of my company have endorsed and signed this section |

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Submit this Checklist with your Application Form and relevant attachments in one go  
to the IACUC Secretariat at [iacuc@hkstp.org](mailto:iacuc@hkstp.org)