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**For office use only, Application Reference Number:**

**Animal Research Ethical Review Form for Category D Projects**

**Please use this form if all three of these conditions are correct:**

1. you are using animals in your research;
2. the work does not require a Home Office A(SP)A licence (ie animals will not experience pain, suffering, distress or lasting harm through either a procedure or a series of procedures);
3. you work with any of the following:
   1. vertebrates
   2. cephalopods
   3. any invertebrate requiring statutory permission (including but not limited to invasive species, endangered or threatened species and parasites or pathogens)

**Purpose of ethical review**

1. To ensure that all animal research is conducted in a manner that minimises animal use, ensures animal care is at the highest standards and ensures that research using animals has a reasonable probability of successful completion.
2. To ensure the university is aware of planned animal research.
3. To protect the university and individual researchers’ reputation.

Note that ethical review is required for any undergraduate or postgraduate research project.

Animal use for other teaching purposes is covered under a separate policy.

*Please complete electronically and e-mail to* [AWERB.Secretary@manchester.ac.uk](mailto:AWERB.Secretary@manchester.ac.uk)

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Please provide answers to each question unless a previous response informs you to skip that question. If you are uncertain of the meaning of any question please contact Karen Lythe at: [AWERB.Secretary@manchester.ac.uk](mailto:AWERB.Secretary@manchester.ac.uk)

|  |  |
| --- | --- |
|  | Please provide your responses in this column |
| 1. Name |  |
| 1. University address for correspondence |  |
| 1. Telephone number |  |
| 1. University email |  |
| * 1. Please indicate if you are: | *Please tick the appropriate box*  *Academic staff*  *PDRA*  *Technical staff*  *Postgraduate student*  *Undergraduate student* |
| * 1. If you are not an academic member of staff, please indicate the name of the academic member of staff supervising this project |  |
| 1. Title of proposed project |  |
| 1. Proposed start date |  |
| 1. Proposed end date |  |
| 1. Please describe, in lay terms, the purpose of the project (max 150 words) |  |
| 1. Will this work be carried out on the premises of The University of Manchester? | *Yes*  *No*  *Location - including building and room*  *Is access to the area controlled or limited?*  *Yes*  *No*    *Briefly describe details of the housing*  *Are these standard conditions for the species?*  *Yes*  *No* |
| 1. Will the work be carried out at another organisation? | *Yes* ***If yes,*** *please have form* ***Host Cat D*** *completed by a representative*  *of the host organisation and submit it with this form*  *No* |
| 1. Will the work involving animals take place in the field? | *Yes*  *Location:*  *No* |
| 1. If the work is being carried out at another research institution (public or private), has the work received ethical approval from that institution? | *Yes* ***If yes****, please attach a copy of your application & approval letter*  *No* |
| 1. Will the work involve animals at an EAZA (European Association of Zoos and Aquariums) registered ex situ conservation organisation (eg Zoo or Aquarium)? | *Yes* ***If yes****, has the work been approved by that institution’s ethical review*  *board? Please attach a copy of the application and approval letter*  *No* |
| 1. Please specify the species (and developmental stage) to be used | *Species: (please provide the common and scientific names)*  *Developmental Stage:* |
| 1. Do you require any government licences or approvals to keep or transfer this species? | *Yes* ***If yes****, please attach a copy of your license or permit*  *No* |
| 1. Is this species regarded as threatened or endangered by any national organisation? | *Yes*  *No* |
| 1. Is this species considered invasive in the location where your work will take place? | *Yes*  *No* |
| 1. Will the work involve animals that are: | Free, living in the wild  Wild caught  Domesticated  Laboratory bred  Other, please specify… |
| 1. Please describe the experiment, in lay terms, and what the animal will experience. Please also describe any negative effects of the experiment on the animal   (max 150 words) |  |
| 1. Please list, in lay terms, any possible harm (morbidity and mortality) to the animals as a result of the procedures used and controlling strategies for these (max 150 words) |  |
| 1. Please describe, in lay terms, any possible harm to the species (as opposed to the individual animal) or environment (max 150 words) |  |
| 1. Please list, in lay terms, the expected benefits of the project (to both research and society) |  |
| 1. Please list the people involved in the project and their roles |  |
| 1. Do you have a documented training and competency scheme for those persons involved in the study? | *Yes*  ***If yes****, please attach copies of the records held*  *No* |
| 1. How is the project funded? |  |
| 1. Has the experimental and statistical design associated with this application been approved? | *Yes*  *If yes, please state who provided this approval?*  *Approved by*:  *No*  *If no, please contact our designated statisticians, Inferstats, for advice:*  [inferstats@manchester.ac.uk](mailto:inferstats@manchester.ac.uk) |
| 1. How many animals will be used? Please include how this number was determined |  |
| 1. Do you have an approved Health and Safety protocol for the animal work you will carry out? | *Yes*  ***If yes****, please attach a copy of the document*  *No* ***If no****, please explain why…* |
| 1. Is access to the area where animals are housed controlled or limited? | *Yes*  *No* |
| 1. What will be the fate of the animals at the end of the project? | *Please provide a brief description…* |