

**APPLICATION FOR PERMISSION TO USE VERTEBRATE ANIMALS IN
RESEARCH AND TEACHING AT NEW MEXICO STATE UNIVERSITY**
*****I GP GTCN'PHQTO CVKQP *****

Office Use Only IACUC Number: _____	Date Received: _____
Approval Date: _____	Approval Period: _____ - _____

Principal Investigator: _____

Department: _____ Campus Address: _____ Contact Phone: _____

E-mail address: _____

Title of Research Project/Course: _____

Funding Source: _____

Anticipated Duration of Project/Course: _____ to _____ (Not to exceed three years)

Principal Investigator Date

Chair, Head, Director or Dean Date
(if PI is Dept. Chair/Head/Director, the Associate Dean of Research or Dean must sign)

The signature above certifies acknowledgement that this research is in keeping with the standards set by your department/unit, all NMSU policies, and that facility, equipment and personnel are appropriately committed to this project.

IACUC Chair Date

Carefully review the application to ensure it is complete, contains sufficiently detailed responses to all questions and all attachments. **Incomplete applications will be returned or held until completed, without IACUC review or approval, potentially delaying the research.** Contact Dr. Shanna Ivey (IACUC Chair) at sivey@nmsu.edu or 575-646-4650 for questions or assistance. Please allow 3 weeks for protocol review. This process may take longer if revisions are required and/or required information is missing.

I. Training Documentation

Complete the following table for each person (include technical staff, teaching/research assistants, students, etc.) who will have any contact with live animals, *including the PI*, so that the IACUC can adequately assess qualifications and training for this protocol. If the PI is not the person responsible for supervision of students or employees, provide the supervisor’s name.

Name	Position within NMSU	Years of experience with this species	Project Duties

Certification Requirements

All personnel are required to complete IACUC training through the CITI program (www.citiprogram.org). Instructions for the CITI program are available through <http://compliance.research.nmsu.edu/IACUCtraining>. The required course is under Lab Animal Research and titled “Investigator, Staff and Students”. You are welcome to select other courses present in CITI program that pertains to your research interests. Upon completion users may print a completion report to include in your IACUC protocol. An electronic notification will be sent to the IACUC chair upon successful completion of the required course.

- Have all personnel completed the online CITI training (a refresher course is required every two years)?
 - Yes
 - No – Please explain why not. _____

- Have all personnel completed the training class for the Occupational Health and Safety Program (OHSP) for animal workers (offered through NMSU Environmental Health and Safety (<http://www.nmsu.edu/safety>) titled “Animal Worker Safety”)? A refresher course is required every three years and is available through the CITI program in the course titled “Animal Biosafety”.
 - Yes
 - No – Please explain why not. _____

- Have all personnel completed an initial medical evaluation conducted by the Campus Health Center or another health care provider?
 - Yes
 - No – Please explain why not. _____

- To the best of your knowledge, are the animals to be used in this project free of disease associated with illnesses or other health concerns to animal workers?
 - Yes
 - No – Please describe safety precautions that will be used to protect personnel. _____

II. Principal Investigator Certification:

By signing the cover page of this protocol, I certify that:

- All the information provided is accurate to the best of my knowledge and I will adhere to the procedures described;
- All individuals listed as personnel on this project are trained and qualified for their specific duties involving animals under this protocol;
- All persons listed on this protocol have read the protocol or will be provided access to the complete protocol approved by the committee before engaging in any animal use related to this project;
- The activities described in this study do not *unnecessarily* duplicate previous experiments. If activities will duplicate previous experiments, I have included a written explanation and justification for the duplicative procedures.

And I agree to:

- Obtain approval from the IACUC *in advance* of any changes in the project;
- Notify the attending veterinarian and/or the IACUC of any unexpected study results that impact animal welfare;
- Be familiar with and comply with all pertinent institutional, state, and federal rules and policies;
- Be responsible for the supervision and work of my staff;
- Retain copies of this protocol and all correspondence associated with it for three years beyond the completion of the animal use;

III. General Information

1. Pain Category Classification

- Classification B:** Animals being bred, conditioned, or held for use in teaching, testing, experiments, research, or surgery, *but not yet used for such purposes.* (Example: *Breeding colonies of any animal species (USDA does not require listing of rats, mice, birds) that are handled in accordance with IACUC approval, the Guide and other applicable regulations. Breeding colony includes parents and offspring.*)
- Classification C:** Animals upon which teaching, research, experiments, or tests will be conducted involving no pain, distress, or use of pain-relieving drugs. (Example: *Procedures performed correctly by trained personnel such as the administration of electrolytes/fluids, administration of oral medication, blood collection from a common peripheral vein per standard veterinary practice.*)
- Classification D:** Animals upon which experiments, teaching, research, surgery, or tests will be conducted involving accompanying pain or distress to the animals and for which appropriate anesthetic, analgesic, or tranquilizing drugs will be used. (Examples: *Surgical procedures conducted by trained personnel in accordance with standard veterinary practice such as biopsies, gonadectomy, exposure of blood vessels, chronic catheter implantation, and laparotomy or laparoscopy. Administration of drugs, chemicals, toxins, or organisms that would be expected to produce pain or distress but which will be alleviated by analgesics, anesthetics, tranquilizers, or supportive care.*) The AWA requires that the attending veterinarian be consulted in the planning stages for projects with animals in this category.
- Classification E:** Animals upon which teaching, experiments, research, surgery, or tests will be conducted involving accompanying pain or distress to the animals and for which the use of appropriate anesthetic, analgesic, or tranquilizing drugs will adversely affect the procedures, results, or interpretation of the teaching, research, experiments, surgery, or tests. (Example: *Procedures producing pain or distress unrelieved by analgesics such as toxicity studies, microbial virulence testing, radiation sickness, and research on stress, shock, or pain.*) The AWA requires that the attending veterinarian be consulted in the planning stages for projects with animals in this category.

2. Project Funding

Internally Funded: no grant or contracts associated

Externally Funded: Provide Source: _____

Associated NMSU proposal/grant number: _____

3. Additional documentation. Check all that apply, provide the appropriate form:

~~AR~~ Research – Appendix A

~~AM~~ Herd Management – Appendix B

Teaching/classroom/demonstration - Appendix C