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Faculty of Health Sciences Ethics Office for Research, Training and Support  
[health-sciences.nwu.ac.za/healthethics](http://health-sciences.nwu.ac.za/healthethics)

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| **AnimCare** Ethics Committee on Animal Care, Health and Safety in Research *(AREC-130913-015)* **Responsible Person Declaration Form for Approval of Standard Operating Procedures**  ***AnimCare 05-02a, Version 4.10 (Nov 2016)*** |
| **CONFIDENTIAL!** This document contains confidential information that is intended strictly and exclusively for the applicant and AnimCare Committee. Should this document or parts thereof erroneously come in your possession, you are requested to destroy it or to return it to AnimCare without delay. Unauthorised possession, reading, studying, copying or distribution of this material, or any other form of abuse, is illegal and punishable. |

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| General Project Identification |

**Applicant to complete this table BEFORE sending it off for signing.**

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| **Responsible Person** (Title, Initials & Surname) | Click or tap here to enter text. |
| **SOP Title** (see Application Form) | Click or tap here to enter text. |
| **Envisaged Application Date** | Click or tap to enter a date. |
| **NWU Ethics Number** (see Application Form) | NWU- ?????-??-s?***(once available)*** |

This form is to be completed by the Project Head (e.g. principle investigator / study leader), as indicated in the AnimCare Ethics Application Form for Single or Large Projects, or by the Responsible Person (e.g. authoriser) for Standard Operating Procedures (SOPs).   
**Please note!** This form may be filled in and signed electronically, and then converted to PDF (recommended), or printed to complete and signed if not possible.

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| Declarations by the SOP Responsible Person |

I, the undersigned, hereby apply for approval of this Standard Operating Procedure (SOP) using vertebrate or higher invertebrate animals, as described in the SOP document, and hereby declare that:

1. I have familiarised myself thoroughly as to the content of AnimCare’s rules and procedures, and the latest South African National Standards and regulations for the use of animals in research and training, and I will keep to these guidelines and the details described in the SOP as and when ethically approved.
2. SOP objective, scope & measures: I understand that approval of a SOP does not grant any approval for the use of animals *per se*, but rather that it approves a procedure or protocol as appropriate for implementation within an approved project, where justification can be provided. Approval of a SOP therefore strives to ascertain that the procedure is humane, that necessary safety and animal welfare measures as well as incident and adverse event reporting have been considered for the SOP, the SOP is in line with the latest and best international and/or national practices, that facilities and equipment is appropriate for the SOP, that professional supervision and training needs have been identified, etc. I declare that I have ascertained that this SOP complies with these objectives.
3. The current SOP is professionally and scientifically justifiable and will promote sound professional and scientific conduct. Although the SOP in itself cannot ensure compliance with all elements of the 3Rs (rather, that should be considered by any project that implements the SOP), I declare this this SOP contributes to principle of refinement and that replacement and reduction have been considered in its design. Furthermore, the SOP design and monitoring strives to keep any discomfort/suffering for animal subjects to the minimum,
4. The information provided in this application is, to the best of my knowledge, correct and that no ethical codes will be violated by the SOP.
5. I will report to AnimCare without delay:
   1. would it become evident (from reports or other information sources) that the SOP seems to lead to any unforeseen adverse events,
   2. whenever new, improved practices become available, so that the SOP needs update, replacement or termination.

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| **Name** (Title, Full Names & Surname) |  |
| Click or tap here to enter text. |
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| **Date** |
| Click or tap to enter a date. | **Signature** |
|  |  |
| **Any comments (optional)** Click or tap here to enter text. | |