**END OF PROJECT REPORT**

**Section 1: Project Summary of Procedures and Animal Use**

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| --- |
| **Project Details**  **(Do not use acronyms)** |
| **Full Protocol Title**:  **Name of Principal Investigator**:  **Faculty/School/Department:**  **Proposed Start date**:        **Proposed completion date**:  **Actual start date:**       **Actual completion date:**  **Animals species:**       **Number used over entire project:**  (common name)  **Impact Level:**  (E.g. No impact , Little impact, Moderate impact. See Q 6 Animal Use Statistics Form – Appendix 1): |

|  |  |
| --- | --- |
| **Type of Application**  **(Can tick more than one box):** | 🞏 Research 🞏 Part of research thesis  🞏 Teaching  🞏 Other (Specify) |
| **Animal Use Statistics** | Did the number of animals manipulated vary from the number proposed in the approved protocol  🞏 No  🞏 Yes**:** please provide a brief explanation |
| **Animal Manipulation Statistics** | Did the impact level vary from that proposed in the approved protocol?  🞏 No  🞏 Yes: please provide a brief explanation |

|  |  |
| --- | --- |
| **Other animal use statistics** | Other than the number of animals manipulated and the level of manipulation, did any other conditions of animal use vary from what was proposed in the approved protocol e.g. animals rehomed instead of euthanised?  🞏 No  🞏 Yes: please provide details |

|  |  |
| --- | --- |
| **Standard Operating Procedures:** | Were SOPs used in this project?  🞏 No  🞏 Yes**:** SOP Number/ Title: |
|  | Did the SOPs provide adequate guidelines for the project?  🞏 No  🞏 Yes  How can the SOPs be improved? |

|  |  |
| --- | --- |
| **Project procedures** | Did the procedures used in the project differ from those proposed in the approved protocol?  🞏 No  🞏 Yes**:** please provide details |

**Section 2: Project Outcomes**

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| **LAY SUMMARY OF THE RESULTS OF THE PROJECT (one paragraph)**  *(To be written in terms that people with a non-scientific background will understand)* |
|  |

|  |
| --- |
| **AIMs OF THE PROJECT**  *(Brief and written in terms that people with a non-scientific background will understand)* |
| What was the aim(s) of the project?  Did the project meet its stated aims?  🞏 Yes  🞏 No: please provide details |

|  |
| --- |
| **OUTCOMES OF THE PROJECT** |
| List the outcomes of the project including the titles of any publications (theses, journal articles), presentations, press releases, training seminars, etc., and the status of these outcomes e.g. published, in review, proposed, etc. |

|  |
| --- |
| **ADVERSE EVENTS** |
| Were there any adverse events or outcomes? How were these dealt with or reported to the AEC? |

**Section 3: Institutional Drug Administration Order**

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| --- |
| **INSTITUTIONAL DRUG ADMINISTRATION ORDER** |
| Was an Institutional Drug Administration Order required and approved for this project?  🞏 No  🞏 Yes**:** please provide details  Name of Product:  Proposed amount of product:  Actual amount of product used:  (If the actual amount used exceeds the amount originally proposed, please provide an explanation) |

**Section 4: Declaration**

**Signed by the applicant:**

**Date:**

I accept responsibility for this project’s compliance with the University’s Code of Ethical Conduct for the Use of Animals for Teaching and Research.

**Signed by the Chief Supervisor (if applicable):**

**Date:**

I accept responsibility for this project’s compliance with the University’s Code of Ethical Conduct for the Use of Animals for Teaching and Research.

Please submit this form to the Animal Ethics Committee, Research Office, B Block, University of Waikato

or email animal.ethics@waikato.ac.nz