THE UNIVERSITY OF HONG KONG

Committee on the Use of Live Animals in Teaching and Research

To: Heads, Departments of Anatomy, Paediatrics & Adolescent Medicine, Physiology, Surgery
Directors, Eye Institute, School of Chinese Medicine
Acting Head, School of Biological Sciences

<u>Satellite Animal Holding Rooms Occupancy Rate Record</u>

In order to monitor the usage of the Satellite Animal Facilities of Departments/Schools/Institutes which have their own animal rooms, the Committee on the Use of Live Animals in Teaching and Research (CULATR) has devised a monthly occupancy rate form (<u>Appendix A</u>) for this purpose. Departments/Schools/Institutes are asked to complete one form for each animal room, which the CULATR will inspect during its bi-annual visits, commencing upon receipt of this circular. The soft copy of the form can be downloaded from the CULATR website at <u>http://www.hku.hk/facmed/04research_animal.htm</u>.

I should be grateful if you could disseminate the form and the link above to relevant staff of your Department/School/Institute accordingly.

Please feel free to contact the undersigned at 2819 9312 / <u>culatr@hkucc.hku.hk</u> if your have any questions.

Thank you for your attention.

(Miss) Cindy Tang
for Secretary
Committee on the Use of Live Animals
in Teaching and Research

March 4, 2009
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THE UNIVERSITY OF HONG KONG
COMMITTEE ON THE USE OF LIVE ANIMALS IN TEACHING & RESEARCH

Animal Holding Room Occupancy Record

Department: _____   **Room No. / Building:** _____   **Record Year:** _____

Usage (please complete as applicable):

Month	No. of Cages in Use	No. of Racks in Use	Max. Holding Capacity (No. of Cages / Racks)	Remarks	Departmental Staff Name / Post	Staff Signature
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Note:
If the purpose-built animal holding room has been used for other purposes, please specify and provide explanations below:

_____

_____

March 3, 2009