



Scientific Merit Review for Animal Care and Use in Research Instructions for Principal Investigators

In accordance with Canadian Council on Animal Care (CCAC) guidelines, an independent, expert peer review, of the scientific merit of the research program or project, is required prior to approval by the institution's Animal Care Committee.

If scientific merit review has not been completed by an acceptable review panel (see below), the Principal Investigator (PI) is required to complete and submit a Request for Scientific Merit Review Form to the Associate Dean (Research) of the PI's faculty.

Using the Request for Scientific Merit Review Form:

1. Submit a summary of your research proposal, including objectives, hypothesis and methods.
2. The names of four potential reviewers with e-mail addresses. Potential reviewers may be internal or external to Memorial University, and knowledgeable to at least one aspect of the proposed project. Note that the research administrators may choose alternative reviewers.
3. Reviewers cannot be anyone with whom you will be collaborating on the proposed project; with whom you have collaborated during the last 12 months; nor can they be a current member of the Animal Care Committee (ACC).
4. Submit the completed request form to the Associate Dean (Research) of your faculty.

What Scientific Merit (Peer) reviews are accepted by Memorial's Animal Care Committee?

Peer review will be waived if the research sponsor conducts adequate peer review for scientific merit as the first stage of its competitive funding award process, and funding is successful; or if an application to a sponsor with a competitive funding process is favourable but unsuccessful. Reference to this process must be available on either the sponsor's web site or with application instructions. Acceptable sponsorship includes:

- Grant review by Tri-Agency, a federal or provincial government department or agency, or a major private grant-funding agency with recognized peer review structure (e.g. the Heart and Stroke Foundation).
- Grant or project review by a hospital foundation that has a bona fide scientific merit review process.
- Grant or project review by Memorial academic departments for Seed, Bridge or Multi-disciplinary funds.
- Project review, including contract-based research, by the Fisheries and Marine Institute's School of Fisheries, which includes the Center for Aquaculture and Seafood Development (CASD), the Center for Fisheries and Ecosystems Research (CFER), and the Center for Sustainable Aquatic Resources (CSAR).
- Project review, including contract-based research, by the Department of Ocean Sciences, which includes the Cold Ocean Deep Sea Research Facility (CDRF), and the Joe Brown Aquatics Research Building (JBARB), if it has gone through the OSC internal review process.

If you have any questions about the Peer Review process, please contact Anulika Mbakwe, Animal Care Committee Coordinator at ambakwe@mun.ca or 709 777 6621.



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Request for Scientific Merit Review Form**

The policy at Memorial University of Newfoundland, in accordance with CCAC guidelines, is that when funding for a proposed protocol is from a source not conducting scientific peer review, the project must undergo peer review by qualified individuals to assess its scientific merit. This must occur prior to and independent of the Animal Care Committee's evaluation of ethical animal use.

1. Principal Investigator's Name (Please Print):
2. Title of Protocol:
3. Summary of research proposal, including hypothesis and methods (additional pages may be added):

4. List of 4 potential reviewers:
 - a)
 - b)
 - c)
 - d)

Principal Investigator's Signature:

Date:

Please note that the completed form should be submitted to your faculty's Associate Dean (Research).