

Office of Research  
Integrity and Compliance

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**June 12, 2007**

**TO: Principal Investigators  
CMRC**

*Affiliated with  
Northwestern University's  
Feinberg School of Medicine*

**RE: Approval for Animal Orders**

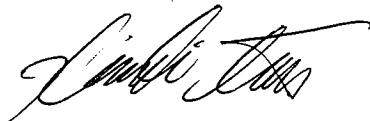
Dear Principal Investigators:

All animal orders are required to have the approval of the Director, Research Support Facility prior to being processed and placed by Purchasing. This includes all species of live animals, including all types of animal embryos whether fertilized or not, which are to be used for research or training purposes. Principal Investigators or their staff may not submit purchase orders for animals or animal embryos directly to the purchasing office.

Please submit your purchase orders to Dr. Hernandez's office for approval. Once the order has been approved, his office will forward to it purchasing and you will be notified.

Your cooperation is greatly appreciated.

Thank you,



Xiao-Di Tan, MD, Chair  
Institutional Animals Care and Use Committee  
Children's Memorial Research Center

Cc: Jose M. Hernandez, DVM  
Philip Iannaccone, MD, PhD  
Philip V. Spina, CRA  
Bridget Kelly  
Annie Muñana