

APPENDIX D: Problem Report

MEMORANDUM FOR Director, Headquarters, U.S. Army Medical Research and Development Command (USAMRDC), Office of Research Protections (ORP), 504 Scott St, Fort Detrick, MD 21702

SUBJECT: Problem Report (Sensitive Uses) – Use of cadavers in WRAIR supported (or conducted) RDT&E, education or training (specify which one) activity

1. Purpose: The purpose of this memorandum is to inform the Director, USAMRDC ORP of a problem related to the conduct of approved RDT&E, education or training (specify which one) involving human cadavers. This problem may include, but is not limited to, the procurement, inventory, use, storage, transfer, transportation, and disposition of cadavers.

2. Background.

a. Provide information about the WRAIR program and nature of the supported RDT&E, education or training activity that experienced the problem. Include factual details about the program or specific activity such as title, assigned log number, location of the program or activity and local point of contact.

b. Describe the problem. Include the chronology of events, pertinent facts contributing to the problem, and the current status of the RDT&E, education or training activity (e.g., the activity is on hold, ongoing or completed).

c. Explain the actions taken as a result of the problem. Include a description of actions taken to address, correct, or resolve the problem, and any future actions that will be taken to prevent the problem from recurring.

3. Points of contact (communication, PI, etc.).

Signature Block of PI

Signature Block of Branch/Directorate Director

Signature Block of Commander, WRAIR