

Animal House, Central University of Punjab

Guidelines for Animal Protocol Approval from IAEC

1. Institutional Animal Ethics Committee (IAEC) meeting will be conducted twice a year and the date will be informed well in advance through email to all the faculty members.
2. Animal protocol proposal should be submitted in the prescribed application form (Form: B, available at CUPB/CPCSEA website) along with all relevant documents, duly signed by the Principal Investigator (PI) and Co-investigator / Collaborators to IAEC within a given period of time.
3. Four hard copies of Form: B should be submitted to the Chairperson, IAEC and the scanned copy should be e-mail to **iaec@cup.edu.in**.
4. All the PI's are required to present their proposal in the form of a PowerPoint (5-6 slides) presentation to IAEC members. If Research Scholar will present the protocol, the PI should be present during the presentation.
5. IAEC members will review the protocol and the decision will be communicated to the concerned PI.
6. Protocol deviation, if any, should be informed with adequate justifications to IAEC. Any amendment to the protocol should be resubmitted to IAEC by PI.
7. Premature termination of the study should be informed with clear reasons along with a summary of the data obtained.
8. Change of investigators/sites should be informed and prior approval of IAEC is mandatory for such change.
9. Records of the animals procured, utilized, sacrificed, and rehabilitated should be submitted to IAEC by the PI in Form: D at the end of the protocol.

General Instructions

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1. Only Principal Investigator (PI)/students involved in the animal experiments are permitted to enter into the animal house.
2. Before entering the animal house, researchers must wear a mask, hand gloves, and lab coat.
3. The animal house should be noise-free as the laboratory animals are very sensitive to their living conditions.
4. Researchers are required to switch off cell phones before entering the animal house.
5. Photography is strictly prohibited inside the animal house (Posting of the photo on social media platforms is strictly prohibited)
6. A high degree of hygienic conditions should be maintained as per the CPCSEA guidelines. Food and drink inside the animal house is strictly prohibited
7. The Principal Investigator should arrange the feed and bedding (husk) for the animals using their own budgets.
8. The PI /research scholar has to take care of their own animals daily and ensure proper feed, water, and clean bedding for animals. The animal house attendant will give food, water, and change bedding (husk) as per the instruction from PI.
9. Fasting of animals should be taken care by a PI/Research scholar.
10. After approval of the animal protocol from IAEC, the PI will purchase the approved number of animals from the registered breeders (List available at CPCSEA website).
11. After purchasing the animals from outside, the animals will be quarantined for 7 days, as per CPCSEA guidelines, and then issued to PI.
12. PI should put an identification card on each cage with the following information: protocol number, investigator's name, strain, sex, number of animals per cage, duration of the experiment and phone number.
13. All experimental procedures in animals should be carried out in experimental rooms.
14. The animal house lighting system should not be tempered as it is automatically maintained at a 12 hours day-night cycle as per CPCSEA guidelines.
15. Before using animals, it is mandatory for everyone involved in the experimentation to be aware of the CPCSEA guidelines (available on the CPCSEA website).

Flowchart for approval of Animal Protocol

The Principal Investigator will submit Form-B along with relevant details



(4 hard copies and one scan pdf)

All protocols will send to external members 15 days prior to the meeting for review



In the meeting the Principal Investigator/student will present protocol through ppt (5-6 slides)



Corrections/suggestions/approval



Approval of Minutes of meeting



Certificate issue to PI

PPT slides includes:

1. Title Slide
2. Introduction
3. Aims and Objective
4. Novelty and Hypotheses
5. Animal protocol (groups)
6. Parameters