

## **Institutional Animal Ethics Committee (IAEC) Policy Document**

### **1. Introduction**

The Institutional Animal Ethics Committee (IAEC) ensures that the use of laboratory animals for academic, research, and training purposes adheres to ethical principles and complies with the guidelines of CCSEA (Committee for the Purpose of Control and Supervision of Experiments on Animals), Government of India. This policy outlines the structure, functions, mechanisms, and responsibilities governing the IAEC.

### **2. Purpose**

The purpose of this policy is to establish a standardized framework for ethical review, approval, and monitoring of research involving animals. The policy ensures accountability, humane practices, and regulatory compliance within the institution.

### **3. Aim**

To ensure ethical, responsible, and humane use of animals in research and education while safeguarding their welfare in accordance with national standards.

### **4. Objectives**

1. To review, approve, or reject research proposals involving animal use.
2. To ensure adherence to the principles of Replacement, Reduction, and Refinement (3Rs).
3. To oversee proper housing, feeding, and welfare of animals.
4. To monitor ongoing experiments and ensure humane treatment.
5. To maintain compliance with CCSEA norms and coordinate periodic inspections.
6. To provide training for personnel involved in animal handling and care.
7. To maintain accurate documentation and reporting to CCSEA.

## **5. Committee Structure**

The IAEC shall be constituted as per CCSEA guidelines and include: - Chairperson - Biological Scientist - Two Scientists from different biological disciplines - Veterinarian - Scientist-in-charge / Teacher from the establishment - Socially Aware Nominee (CCSEA) - Scientist from outside the institute - Member Secretary - Main CCSEA Nominee - Link Nominee

## **6. Roles and Responsibilities**

### **6.1 IAEC**

- Review and approve research protocols involving animals.
- Ensure ethical justification and scientific validity of studies.
- Monitor animal care, housing, and welfare.
- Conduct inspections of the animal house.
- Ensure proper record keeping and reporting.
- Oversee adherence to CCSEA guidelines.

### **6.2 Chairperson**

- Preside over IAEC meetings.
- Guide policy implementation and ensure regulatory compliance.

### **6.3 Member Secretary**

- Coordinate meetings, prepare agendas, and maintain documents.
- Communicate decisions to investigators.
- Maintain stock and experiment records.

### **6.4 Principal Investigator (PI)**

- Submit proposals in prescribed formats (Form-B).
- Ensure humane handling and proper post-procedure care.
- Maintain experiment logs and submit completion reports.

## **7. Mechanism of Working**

1. **Protocol Submission:** Principal Investigator submits the proposal with forms, justification, and relevant documents.
2. **Review Process:** IAEC evaluates scientific merit, ethical considerations, and compliance with 3Rs.
3. **Meetings:** IAEC meets at least twice yearly or as required.
4. **Monitoring:** IAEC monitors experiments and animal welfare through periodic and surprise inspections.
5. **Record Maintenance:** All protocols, minutes, stock registers, health records, and inspection reports shall be documented.
6. **Reporting:** Annual reports and utilization statements submitted to CCSEA.

## **8. Functions of the Committee**

1. Ethical review and approval of animal research proposals.
2. Monitoring of ongoing animal experiments.
3. Ensuring CCSEA-compliant infrastructure and practices.
4. Conducting training on animal handling, anesthesia, euthanasia, and welfare.
5. Maintaining transparency in documentation and financial records.
6. Ensuring that no animal work begins without IAEC approval.

## **9. Expected Outcomes**

1. Ethical and humane treatment of animals.
2. Full compliance with CCSEA regulations.
3. Improved quality and ethical standards of research.
4. Safe and scientifically justified animal experiments.
5. Enhanced institutional credibility and readiness for audits.
6. Strengthened animal house management and welfare practices.

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