

## **Minutes of (1<sup>st</sup> No. of Meeting) Rammohan College, IAEC Meeting**

(Minutes of IAEC meeting should be uploaded on the website of CPCSEA within 15 days after conducting the meeting)

**Name and address of establishment: Rammohan College, 102/1, Raja Rammohan Sarani, Kolkata-700009**

**Registration number of establishment: 1795/PO/Re/S/14/CPCSEA**

**Date and Time of the IAEC Meeting: 28th September, 2023; 11:00AM**

**Venue: Department of Zoology, Rammohan College**

### **Minutes of the Meeting:**

#### **Item No. 1: Formation of Institutional Animal Ethics Committee, Rammohan College, Kolkata**

Chairman of the committee, Dr. Shantanu Das welcomed and introduced all the new committee members of the IAEC present at the Department of Zoology, Rammohan College for the discussion on Institutional Animal Ethics Committee, Rammohan College, Kolkata

#### **Item No. 2: Animal House visit**

Animal House visit of the Department of Zoology was done with all the members. Members expressed their satisfaction after visiting the same and following suggestions were given by them:

- i) During transport of animals, vehicle with A/C facility should be used.
- ii) Purchased animals must be kept in quarantine for few days (10-14days) before use.
- iii) An attendant should be provided by the authority for A/C maintenance, log book maintenance, maintenance of feeding schedule, checking of animal health status etc in animal house.
- iv) Post-mortem may be done for natural death by the veterinarian.
- v) An photocell occupancy sensor may be installed for the control of 12 hour light and 12 hour dark cycle of animals.
- vi) Documents are requested to submit regarding Biological waste management.
- vii) A new A/C machine (of 2 ton) may be installed instead of the older one in the animal house.
- viii) Installation of an A/C has suggested for quarantine room.

**Item No. 3: Decision/ Recommendation of IAEC on New Research Protocols:**

There was no proposal for discussion in this meeting.



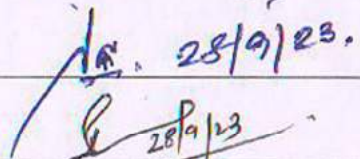
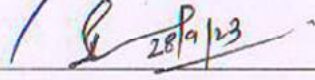
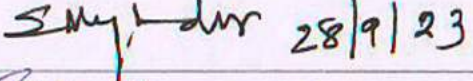
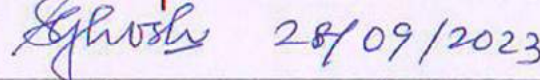
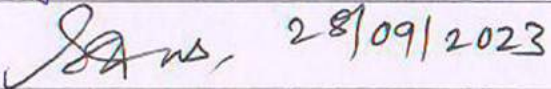
S. No.	Title of the Protocol	Protocol No.	Species proposed	Total Housing capacity for Species proposed	Number of animals proposed	Number of animals recommended by IAEC	Approved/ Rejected/ Deferred/ Any other remark/ observation of IAEC

**Item No. 4: Miscellaneous**

No matter was there to discuss.

All members are satisfied with the discussion. Meeting ended with thanks to and by the Chair.

Attendance Sheet of the IAEC Members present in the meeting:

S. No.	Name	Designation in IAEC	Signature with Date (The Minutes should be signed with ink. Scanned signature and date shall not be accepted.)
1	Dr. Mihir Kumar Biswas	Main Nominee	 28/09/23
2	Prof (Dr.) Nripendra Nath Bala	Link nominee	 28/09/23
3	Dr. Swarupnanda Mukherjee	Scientist Outside Institute	 28/9/23.
4	Dr. Sourav Mathur	Veterinarian	 28/9/23
5	Dr. Suprodip Mondal	Socially Aware Nominee	Suprodip Mondal 28/9/23
6	Dr. Sahana Hazardua	Internal Member Scientist from different biological discipline	 28/9/23
7	Dr. Sonali Ghosh	Internal Member Scientist from different biological discipline	 28/09/2023
8	Dr. Shantanu Das	Chairperson, Biological Scientist	 28/09/2023
9	Dr. Ranstar Dutt Choudhury	Member Secretary, AAF Scientist- in-Charge	Ranstar Dutt Choudhury 28/09/2023

All the decisions will be taken only in meetings where quorum is complete. The quorum for holding IAEC meeting is six (6), and Main Nominee, Scientist from outside the Institute and Socially Aware Nominee must be present in meetings. Link Nominee can attend in case Main Nominee conveys his unavailability in writing to the chairman IAEC. However, the Link Nominee should be invited once a year to update him/ her about the activities of the IAEC. Any decision taken in the meetings of IAEC without quorum shall be considered invalid.

IAEC meeting through video conferencing:

- i. The IAEC meeting may be convened through video conferencing in case of any emergency like the lockdown period due to COVID 19, wherein CPCSEA permitted convening online IAEC meetings for specific period.
- ii. Attendance Sheet of the IAEC Members is not required, if the meeting is convened through video conferencing.
- iii. The screenshot of online IAEC meeting and recommendation emails of IAEC members (including Nominees of CPCSEA) are to be attached as the proof of the meeting.

The establishments should not paste the recommendation emails of the IAEC members on word document, instead the mails should be directly printed in PDF format through print email opt