

**Minutes of (7th No. of Meeting) IAEC Meeting
RAMMOHAN COLLEGE
Kolkata – 700009
India**

(Minutes of IAEC meeting should be uploaded on the website of CCSEA 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: 11th January, 2023; 11:00AM

Venue: Department of Zoology, Rammohan College

Minutes of the Meeting:

Chairperson Dr G.P. Dutta welcomes all the members of the Institutional Animal Ethical Committee (IAEC) of Rammohan College, Kolkata. The main nominee Dr Sarbani Hazra was absent as she is currently on sabbatical at the University of Colorado, USA. Therefore, with a kind consent of the main nominee, the meeting was conducted by Dr Pratip Chakraborty, Link nominee, as per the CPCSEA / CCSEA rules and regulations. Dr M. Imran Khan, Scientist from outside the Institute (CPCSEA / CCSEA nominated), attended the meeting online as he was in Mumbai. Other members attended the meeting in the offline mode.

Item No. 1: Confirmation of the Proceedings of the last meeting dated 27th September 2022

Chairperson requested Dr S. N. Banerjee to read the Minutes of the last IAEC meeting. The proceedings of the last meeting dated 27th September 2022 were read and confirmed.

Item No. 2: Renewal of Animal House Registration

Member Secretary Dr Samarendra Nath Banerjee mentioned that validity of this IAEC, Rammohan College, is going to terminate on 27th February 2023. Therefore, reconstitution is mandatory, and the portal for renewal appeal will open 40 days before the date of validity termination. In continuation of the discussion, members suggested that for the new committee, at least 50% of the existing internal members should be changed, selected members should be below 65 years of age and have a permanent veterinarian to ensure proper care and well-being of laboratory animals. Member secretary further mentioned that he and Chairperson Dr Gouriprasad Datta would retire on 31st December 2023. Thus, they will be exempted automatically from the new committee. Dr Avijit Rakshit, the Veterinarian, mentioned that although a full-time veterinarian is mandatory in an animal house facility, exemption for part-time veterinarians will be at the discretion of the CPCSEA/CCSEA based on the duration and number of animals being kept. Dr. Pratip Chakraborty, Link nominee mentioned since only four Form B has been approved by the IAEC, Rammohan College; a contractual/part time veterinarians may be incorporated as veterinarian member (G.O. no: 25/28/2017-CPCSEA dated 26.09.2019). Dr M. Imran Khan added that it would always be difficult to appoint a full-time veterinarian for an institute with the main target of teaching. Dr Pratip Chakraborty, Link nominee, mentioned that the selection of internal members for new IAEC is under the institute's discretion, but it should be made following CPCSEA / CCSEA guidelines.

Item No. 3: Animal House visit

Chairperson and Member Secretary requested Link nominee for animal house inspection. After the visit, he made queries about the CCTV installation, although overall satisfied with the condition of the animal house. In this context, the Member secretary mentioned that the purchase process of CCTV is ongoing for installation at animal house.



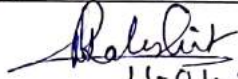


Item No. 4: Decision/ Recommendation of IAEC on New Research Protocols:

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

The meeting has been concluded 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. G. F. Datta	Chairman	 11/01/23
2	Dr. Pratip Chakraborty	Link Nominee	Pratip Chakraborty 11/01/2023
3	DR. SARBANI HAZRA	Main Nominee	ABSENT
4	Dr. Sharmishta Biswas	Socially aware nominee	 11/01/23
5	Dr. Abhijit Rakshit	Veterinarian Member	 11-01-23
6	Dr. Samarudranath Banerjee	Member Secretary	 11-01-23
7	Dr. Shantamu Das	Scientist from different Biological discipline	 11/01/23
8	Dr. Kaustav Datta Choudhury	Biological Scientist	Kaustav Datta Choudhury 11-01-23
9	DR. Mohd. Imran Khan	Scientist from outside the institute	Attended Online mode

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.
- iv. 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 option.

Re: IAEC meeting at Rammohan College, Kolkata

From: Dr. Imran Khan (khan.drimran@gmail.com)

To: samban2kcal@yahoo.com

Cc: shazrakon@yahoo.co.in; dattagp@yahoo.co.in; pratip_2011@yahoo.com;
drsharmisthabiswas@rediffmail.com; arakshitsmi@rediffmail.com; dasshantanu14@gmail.com;
kaustavduttachowdhury@gmail.com

Date: Thursday, 5 January, 2023 at 09:49 am IST

Dear Dr. Banerjee,

Thanks for your email.

Please note that it will not be possible for me to attend in person on Wednesday 11Jan2023.

If there is any possibility of me joining online, I will surely attend online.

Please confirm if online attendance is possible so that I can book my time slot for this meeting.

Thanks and best regards

Dr. M. Imran Khan, [M.V.Sc.](#)

Consultant

GReAT Consultancy Services

(GLP, Regulatory, Animal Facility, Toxicology)

Director Operations

Zyirn Research Consultancy Services

W: www.zyirn.com

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On Wed, 4 Jan 2023 at 22:21, Dr. Samarendranath Banerjee <samban2kcal@yahoo.com> wrote:

To

Dr Sarbani Hazra, CPCSEA Main Nominee, IAEC, Rammohan College, Kolkata-700009

Associate Professor, Dept of Veterinary Surgery and Radiology, W, B. University of Animal and Fishery Sciences Kolkata- 700037.

Dr Gouri Prosad Datta, Chairperson, IAEC, Rammohan College, Kolkata-700009,

All Honourable External CPCSEA members (nominee) and Internal members IAEC, Rammohan College, Kolkata – 700009

Madam / Sir,

The IAEC meeting of Rammohan College, Kolkata, will be held on 11-01-2023 (Wednesday) at 11.00 am in the Department of Zoology, New Science Building, Rammohan College, 85 A,

Raja Rammohan Sarani, Kolkata – 700009.

All honourable members are requested to attend the meeting.

Please acknowledge at your earliest convenience.

Thanking you in advance,

Yours sincerely,

Regards,

Dr Samarendra Nath Banerjee, Associate Professor in Zoology,

Member Secretary and Scientist in charge, Animal House Facility, Rammohan College, Kolkata-700009

Agenda

:

- 1) Confirmation of Proceedings of the meeting dated 27th September 2022
- 2) Renewal of Animal House Registration
- 3) Animal House visit

Copy to: Dr Pratip Chakraborty, Link nominee

Dr Mohd. Imran Khan, Scientist from outside the Institute

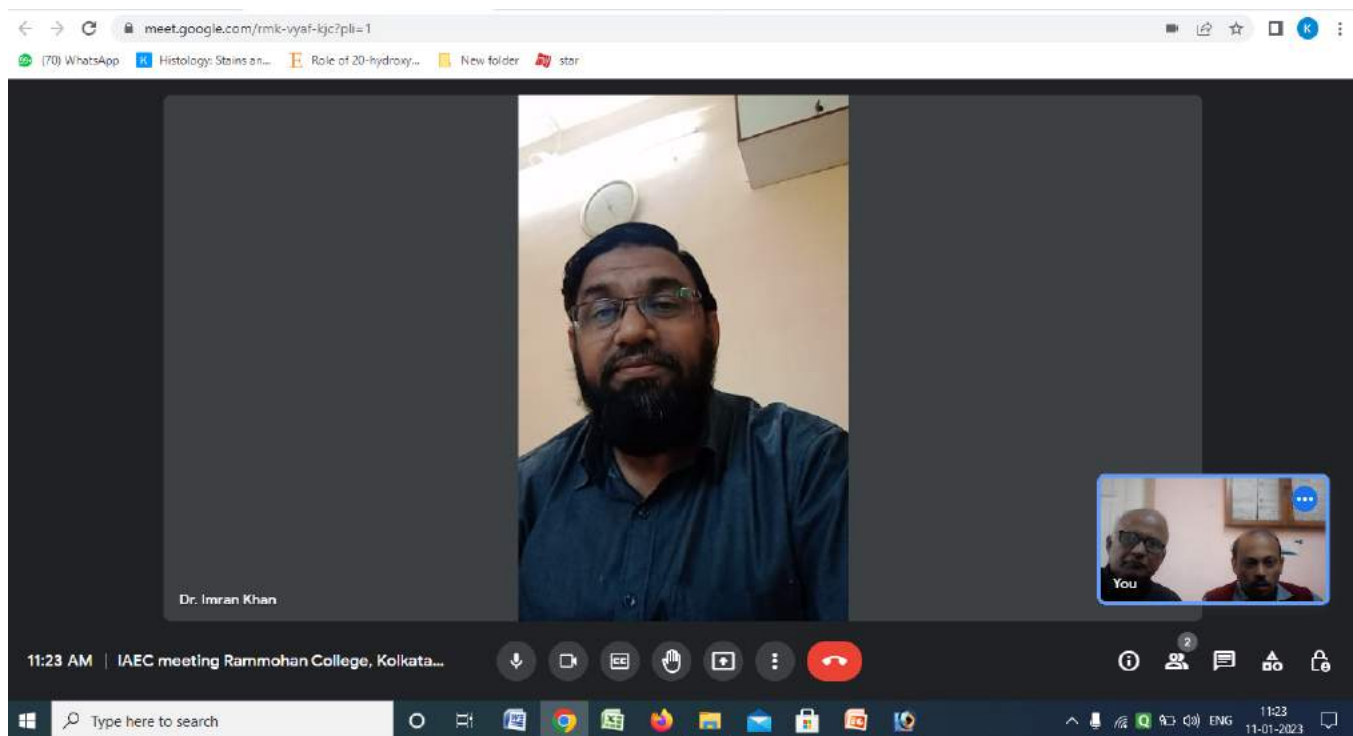
Dr Sharmistha Biswas, Socially Aware Nominee

Dr Abhijit Rakshit, Veterinarian

Dr Kaustav Dutta Chowdhury, Biological Scientist

Dr Shantanu Das, Scientist from a different biological discipline

Dr Samarendra Nath Banerjee, Member Secretary



Dr M. Imran Khan, Scientist from outside the Institute (CPCSEA / CCSEA nominated), attended the meeting online