

No. 25/104/2013-AWD  
Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
Department of Animal Husbandry and Dairying  
O/o Committee for Control and Supervision of Experiments on Animals  
(CCSEA)  
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Delhi Milk Scheme Complex,  
Shadipur, Delhi – 110008  
Date: 15.02.2024

To,

Dr Kuldeep Ganju, Chairperson, IAEC  
Sagar Institute of Pharmacy and Technology  
nr. Airport, jaipur Road, Gandhinagar, Bhopal – 462 036, Madhya Pradesh  
Email: principal.siptec@sistec.ac.in  
Mobile: 9993650569

Subject: Renewal of Registration and Reconstitution of Institutional Animals Ethics  
Committee (IAEC)-regarding.

Sir,

The registration of Animal House Facility of your establishment with CCSEA has been **renewed for a period of five years from the date of issue of this letter.**

2. The registration number of Animal House Facility of your establishment is **1779/PO/Re/S/2014/CCSEA for Research for Education purpose on small animals.** Henceforth, the registration number may kindly be quoted in all your future correspondence with this office.

3. The CCSEA has accepted as following members as proposed by the establishment:

Name of the IAEC Members	Designation in IAEC
Dr. Kuldeep Ganju	Scientist from different biological discipline, Chairperson
Dr. Prithu Pathak	Scientist Incharge of Animal House Facility, Member Secretary
Dr. P.L. Jain	Veterinarian
Mrs Trapti Shrivastava	Biological Scientist
Mr. Ganesh Prasad Patel	Scientist from different biological discipline

4. The CCSEA hereby nominates following members to the Institutional Animals Ethics Committee (IAEC) of your establishment:

Nominee Detail	Nominated as
Dr. Vipin V. Dhote Associate Director, Faculty of Pharmacy, VNS Group of Institutions, Vidya Vihar, VNS Campus, Neelbud, Bhopal – Madhya Pradesh Contact No :9575086233 Email :vvdhote@yahoo.com	Main Nominee
Dr. Nitendra K.Sahu Millennium College of Pharmacy, Nathu Barkheda Road, Near Neelbad Chourah, Bhopal – 462044, M.P Contact No :9981219293 Email :nksahupharma@gmail.com	Link Nominee

Contd...

Dr. Lavakesh Kumar Omray Radharaman Institute of Pharmaceutical Sciences , Bhopal, (M.P) 462046 Contact No :9424785316 Email :lkomray@gmail.com	Scientist from outside the Institute
Shri Pratyush Jain RKDF Polytechnic Pharmacy, Sarvepalli Radhakrishnan University ,NH-12 Hoshangabad Road, Misrod, Bhopal-462026 Contact No :9713009502 Email :pratyushjainrkdf@gmail.com	Socially Aware Nominee

*(Please note that any change in IAEC members can be made only with prior approval of CCSEA.)*

5. The IAEC is valid for a period of five years and is coterminous with renewed period of registration. IAEC is required to be reconstituted at the time of renewal of registration as per CCSEA guidelines.
6. You are requested to convene the meeting of the re-constituted IAEC within a period of 30 days and upload the same on the website of the CCSEA.
7. In addition, it is to inform that the decision should be taken only by the approved members of the IAEC and the attendance sheet of the minutes of IAEC meeting shall be signed by the approved member along with date. The minimum quorum of six (6) member is required for holding valid IAEC meeting. The Main Nominee, Scientist from outside the Institute and Socially Aware Nominee must be present in such 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.
8. Before commencing research and experiments on any large animal species, it is required for the establishment to get registered with CCSEA for housing the respective species and also get the protocol approved from CCSEA through its web portal.
9. **Further, you are advised to conduct the IAEC meetings timely as per CCSEA guidelines.**

Yours Sincerely,

(Dr. S. K. Dutta)

Member Secretary (CCSEA)

Copy for information to Nominees of CCSEA:

The Main Nominee is requested to ensure that the IAEC meetings are held regularly as stipulated in the SOP of CCSEA and submit the Annual Inspection Reports of the Animal House Facility regularly on the Website of CCSEA.

The Main Nominee is requested to conduct the Inspection of Animal House Facility within a period of 30 days and submit the Inspection Report on the Website of CCSEA.