



प्रो (डॉ.) जसपाल एस सन्धू

सचिव

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University Grants Commission

(मानव संसाधन विकास मंत्रालय, भारत सरकार)
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D.O.No.F.14-6/2014(CPP-II)

9th July, 2015

Dear Sir/Madam,

Kindly refer to this office letter of even number dated 5th August, 2014 regarding the UGC Notification under section 12(j) of UGC Act, 1956 on dissection of animals. In this regard, I am to inform you that the Ministry of Environment, Forest and Climate Change has developed the website of the *Committee for the Purpose of Control and Supervision of Experiments on Animals* (CPCSEA) <http://cpcsea.nic.in>.

You are requested to kindly register your university with CPCSEA website. Necessary instructions may also be issued to all the colleges/institutions affiliated to your university in this regard. The procedure for applying online for registration with CPCSEA is available on UGC website (www.ugc.ac.in) along with this letter. This may be treated as **most urgent** and action taken in this regard may be sent to UGC on cpcsea.ugc@gmail.com by **30th July, 2015**.

An early action will be highly appreciated.

With kind regards,

Yours sincerely,

(Jaspal S. Sandhu)

The Vice-Chancellors of all the Universities

Copy to:

✓ The Publication Officer, UGC, New Delhi for uploading on UGC website.

(Jaspal S. Sandhu)

Procedure for apply online for registration with CPCSEA

Website of CPCSEA: <http://cpcsea.nic.in>

Step 1: It is required to sign up in the User Login Window available at Home Page. After submission of the Sign-up details, an Email will be sent to the user's Email.

Step 2: The users (establishments) have to activate the link received on their Email.

Step 3: The user is required to login through User Login Window at Home Page by selecting 'Establishment Login' in User type and put their User Name & Password which were entered during sign-up Form.

List of requisite documents for registration:

- i. Application as per revised Form 'A' for registration. (Each column of Form A is to be filled online).
- ii. The scanned copy of the DD of Rs. 1000/- as registration fee in favour of 'CPCSEA' payable at New Delhi is to be uploaded on the link mentioned and the hard copy of the same DD is to be sent to the O/o CPCSEA.
- iii. The Blueprint / Layout Plan of the Animal House Facility of the establishment, having the details of the various rooms **with measurements** for keeping animals, feed storage, wash room, office room etc as per CPCSEA guidelines, duly signed by the Head of the establishment and the Architect.
- iv. Minutes of the internal IAEC meeting, wherein recommendation for CPCSEA registration has been approved by the IAEC.
- v. Approval letter from the Government/ Autonomous Council (viz. AICTE/ PCI/MCI) or Company Registration Certificate.
- vi. The biodata and consent letters of 5 internal IAEC members (Biodata format available on the website).