

Guideline regarding active protocols and protocols to be initiated on the premises of the <i>Pontificia Universidad Católica de Chile</i>	
CODE	PCA 3002
DATE	12-14-2022
VERSION	1
INDICATION	Directed to any researcher who begins using experimental animals at UC's animal facilities. Besides having CEC-CAA's approval, he/she must adhere to the following guidelines.
REVISIONS	This document will be regularly reviewed, and new versions will be developed if necessary.

In order to promote good practices and transparency in research performed with animals at UC, the Scientific Ethics Committee for the Care of Animals and the Environment (CEC-CAA) points out the following actions which the **Responsible Researcher of each protocol must carry out**:

1. Present the following documentation to the corresponding animal facility, both in physical and digital format:
  - a. **The Act of Approval,**
  - b. **The protocol in its most recent version and amendments,**
  - c. **The monitoring sheet(s) approved by the CEC-CAA.**
2. This must be done before starting the study (each animal facility may define the deadline applicable to their logistics).
3. At the beginning of the protocol, send an email to the CEC-CAA coordinator notifying the start of the activities.
4. Once the study has started, the **monitoring sheet** must be up to date and clearly identified by animal or group, including the treatment to which they are subjected. This in order that animal technicians and veterinarians can clearly relate them to the protocol and experimental stage.

