

MOSSAKOWSKI MEDICAL RESEARCH INSTITUTE
of the
Polish Academy of Sciences
02-106 Warsaw, ul. A. Pawińskiego 5
phone: +48 22 668-52-50, fax +48 22 668-55-32
NIP [Tax ID No.] 525-000-81-69. REGON [Business ID No.]
000326463

Order No. 11/2022

**Director of the Mossakowski Medical Research Institute, of the Polish Academy
of Sciences**

of February 22, 2022

on

introduction of the **Regulations of the Animal Welfare Body at Mossakowski
Medical Research Institute
of the Polish Academy of Sciences**

Pursuant to § 10(2) of the Statute of Mossakowski Medical Research Institute of the Polish Academy of Sciences and the Act of 15 January 2015 on the Protection of Animals Used for Scientific or Educational Purposes (Journal of Laws [Dz. U.] of 2021, item 1331) it is hereby ordered as follows:

1. The Order introduces the Regulations of the Animal Welfare Body at Mossakowski Medical Research Institute of the Polish Academy of Sciences.
2. The content of the Regulations referred to in item 1 constitutes an attachment to this Order.
3. The Order shall come into effect as of the date of signature.

DIRECTOR

prof. dr hab. n. med. [PhD, DSc]

Leonora Bużańska

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Annex 1 to the Order no.
11/2022 of the Director of
IMDiK PAN dated
22.02.2022

**Regulations of the Animal Welfare Body at Mossakowski Medical Research
Institute of the Polish Academy of Sciences of the Polish Academy of Sciences**

Article 1

1. The Animal Welfare Body at Mossakowski Medical Research Institute of the Polish Academy of Sciences (hereinafter referred to as: the Body) deliberates in meetings.
2. The specific tasks of the Body are defined by the Act of 15 January 2015 on the Protection of Animals Used for Scientific or Educational Purposes (Journal of Laws [Dz. U.] of 2021, item 1331) and the Director of Mossakowski Medical Research Institute of the Polish Academy of Sciences of the Polish Academy of Sciences.
3. The Body operates on a collegial basis.
4. Additional meetings of the Body shall be convened at the request of at least one Member of the Body.
5. The agenda and meeting dates are set by the Members of the Body .
6. Meetings of the Body are held at the seat of Mossakowski Medical Research Institute of the Polish Academy of Sciences or remotely (depending on the epidemic situation). Minutes of the meeting of the Body shall be drawn up, which shall be signed collegially by the Members of the Body.
7. Decisions of the Body are made by a simple majority of votes in the presence of at least 3 members of the Body in an open vote, with the exception of the decisions made on personnel matters, which require voting by secret ballot. Decisions of the Body are made in the form of a resolution. The resolution is collegially signed by the Members of the Body.
8. All applications submitted for the assessment of the Body are confidential. All members of the Body are obliged to maintain the confidentiality of the information contained in the applications and not to use such information for purposes unrelated to the work of the Body.
9. The members of the Body are required to review each application in detail.

Article 2

The assessment of the applications to the Local Ethics Committee (LEC) is carried out according to the following scheme:

1. The experimenter sends the prepared application via email to the Members of the Animal Welfare Body (address: mkuczeriszka@indik.pan.pl).
2. The assessment of the applications shall be held twice a month, on **the first and third Thursday of the month**. The application has to be delivered **at least one week** in advance, before the date of the Body's meeting.
3. The assessment of the application in the form of suggested changes, amendments, modifications, shall be pasted as a pdf file into pt. 3 of the application to the LEC.
4. The experimenter applies the corrections in a different color, so that the Members of the LEC can notice the modifications made.

5. On the revised version, with the Body's opinion pasted into it, the experimenter obtains the signatures (of the Director of the Institute and of the Person responsible for animal welfare — the Head of the Animal House) required by the Act.
6. The experimenter submits the application to the LEC.

Article 3

1. Matters not covered by these Regulations shall be governed by generally applicable laws, including in particular the Act of 15 January 2015 on the Protection of Animals Used for Scientific or Educational Purposes (Journal of Laws [Dz. U.] of 2021, item 1331), as well as the internal regulations of the Mossakowski Medical Research Institute of the Polish Academy of Sciences.
2. The Regulations were adopted at the meeting of the Body on February 17, 2022, and were approved by the Director of the Mossakowski Medical Research Institute of the Polish Academy of Sciences on 02/22/2022 and shall come into force on 02/22/2022.

DIRECTOR

prof. dr hab. n. med. [PhD, DSc]

Leonora Bużańska