



No. V-11011(14)/8/2025-CPCSEA-DADF

भारत सरकार

Government of India

मत्स्यपालन, पशुपालन और डेयरी मंत्रालय

Ministry of Fisheries, Animal Husbandry and Dairying

पशुपालन और डेयरी विभाग

Department of Animal Husbandry &amp; Dairying

पशुओं पर प्रयोगों संबंधी नियंत्रण और पर्यवेक्षण के लिए समिति

Committee for Control and Supervision of Experiments on Animals

दिल्ली दुग्ध योजना परिसर, शादीपुर, नई दिल्ली - 110008

Delhi Milk Scheme Complex, Shadipur, New Delhi - 110008

Dated: 16.01.2026

To,

All Nominees of CCSEA

Subject: Mandatory Intimation of Change in Address and/or Organizational Affiliation by  
CCSEA Nominees - regarding.

Sir/ Madam,

It has been observed by the CCSEA that the Nominees of CCSEA appointed to various Institutional Animal Ethics Committees (IAECs) are not consistently informing the CCSEA or the respective establishments regarding any change in their residential address and/or change in their organizational affiliation.

2. As you are aware, the CCSEA nominates its representatives, designated as the 'Nominees of CCSEA', to the Institutional Animal Ethics Committees (IAECs) of establishments engaged in Bio medical education, research, breeding and trading of Laboratory animals. The IAECs are responsible for approving Research Protocols on Small Animals and to examine and recommend Research Protocols on Large Animal to the CCSEA. Therefore, the role of CCSEA Nominee in the IAEC is very important and crucial as well. Timely and accurate communication from the Nominees is essential for ensuring seamless coordination, regulatory compliance, and effective functioning of the IAECs.

3. All CCSEA Nominees are therefore directed to **immediately notify the CCSEA Secretariat and the respective establishment** of any change in their address, contact details, or organizational affiliation. Such intimation shall be submitted in writing within **15 days** of the change, along with relevant supporting documents. Non-compliance with this requirement may lead to administrative inconvenience and cancellation of Nomineeship.

Yours Sincerely,

Digitally signed by  
SUJIT KUMAR DUTTA

Date: 16-01-2026

(Dr. S. S. Dutta)

Member Secretary (CCSEA)

Copy To: All establishments registered with CCSEA.