

MEETING CALENDAR

University of Puerto Rico Medical Sciences Campus
 Chancellor Office / Deanship for Research
 EPS Building 2nd floor Office #200
 Tel: (787) 282-0031 or (787)758-2525 x 1836

December 8, 2023

To: Faculty, Researchers, Research Administrators and Students:



The UPR/MSC IACUC meets on the last Friday of each month. Be advised that to avoid a lapse in approval, original copy of the renewal form and all the required documentation ***must be received in the office no less than two (2) months** before the expiration date. **Incomplete renewals will not be received** *

Enclosed please find the meeting calendar for the Institutional Animal Care and Use Committee (IACUC) and the deadlines for the submission of documents to be considered in each meeting. Documents available on: <https://committees.rcm.upr.edu/iacuc/>

- **When to submit required documents:**

To continue this research beyond the approval period, a new protocol submission will be required. Failure to submit on time will result in all persons listed under this protocol losing access to animal facilities and animal ordering, and may potentially result in the termination of the protocol

- **Where to submit required documents:**

1 original of all documents must be submit direct to IACUC office at:
 Escuela Profesionales de la Salud (EPS) office #200 and also an electronic copy to:
carmen.ramos8@upr.edu to be placed on the next month's meeting agenda. Remember to convert all signed documents to PDF format before submitting the electronic copy.

- **What are the steps to submit the required documents:**

- (1) Submitted with no less than *two (2) months* before the expiration date.
- (2) Before submitting the final documents, contact the IACUC office at (787)758-2525 x 1836 or (787) 282-0031 for a preview.
- (3) Submit documentation to the Attending Veterinarian. The Veterinarian must review for corrections and/or recommendations before they are submitted to the IACUC.
- (4) Submit * 1 original copy to the office and also an electronic PDF copy to carmen.ramos8@upr.edu

Meeting Date	Deadline to Submit Documents to the Attending Veterinarian (if applies)	Deadline to Submit Documents to IACUC Office
Friday, January 12, 2024	Monday, December 11, 2023	Friday, December 15, 2023
Friday, February 2, 2024	Tuesday January 16, 2024	Monday January 22, 2024
Friday, March 1, 2024	Friday February 9, 2024	Friday February 16, 2024
Friday, April 5, 2024	Tuesday March 12, 2024	Tuesday March 19, 2024
Friday, May 3, 2024	Friday April 12, 2024	Friday April 19, 2024
Friday, June 14, 2024	Friday May 17, 2024	Friday May 31, 2024
Friday, August 9, 2024	Friday June 21, 2024	Friday July 12, 2024