

AC GUIDELINES

The Animal Center is in charge for coordinating experiments on animals, to make your *in vivo* research more competitive.

The Animal Center has specific competences, so please find below the guidelines on how the cooperation should work.

1. Projects on animals should be discussed with the Animal Center Director. The discussion would be focused on how to organize experiments (animals, technicians involved, instruments and equipment). The AC would work with researchers individually to assess 'special needs' for the group and animals that works best for the project.
Discussion on already running experiments is important to understand needs and future developments and for the AC it would be useful to get projects and ethical clearances of authorized experiments.
2. Animal work, prior to start, needs to be passed by Animal Centre.
3. The AC will be involved in the agreement with partners (VFU or other Institutes) to carry out projects on animals.
4. If specific instrumentations are necessary (i.e. NIOBE stereotaxis, MRI), the Center of Biomedical Engineering will be involved during the discussion of the project.
5. The Animal Center will be responsible for making available the equipment and to coordinate the involvement of technicians from VFU or other Institutes. All information about the project will be shared with the partners involved: i.e. the Center for Biomedical Engineering, the Faculty of Veterinary Medicine (Dr M. Crha) or other institutes.
6. The AC will help in writing and reviewing the project for the Authorization from the Minister, with specific notes on the 3Rs Policy (Replacement, Reduction, Refinement), as required by the current legislation (EU Directive 63/2010)
7. AC Policy
 - Co-authorship is generally expected when AC personnel would make significant contributions to the research in the form of consultation, experimental design, method development, data analysis and/or data interpretation. Significant can be defined as "the project would not have progressed, or progressed at a substantially slower pace, without the guidance of facility personnel". In such cases, AC personnel should have the opportunity to review and edit the appropriate sections of a manuscript before submission.
 - Acknowledgement of ICRC contributions is expected in publications that include any data generated in the AC or with Instrument of the AC, i.e. with no method development and minimum effort by AC personnel. An example of an appropriate acknowledgement is "The authors wish to thank the ICRC Animal Center for helping during the research project".

This process will help all researchers to fulfill legal and ethical requirements for their experiments on animals, to publish papers and to apply for grants, according to national and European requirements.