

**BEZMIALEM VAKIF UNIVERSITY EXPERIMENTAL APPLICATION  
AND RESEARCH CENTER REGULATION**

**FIRST PART**

Purpose, Scope, Basis and Definitions

Goal

ARTICLE 1 - (1) The purpose of this Regulation; For the purpose of the Center for Experimental Implementation and Research of Bezmialem Vakıf University, it is necessary to organize the procedures and principles regarding the activities, management bodies, duties of the governing bodies and working method.

Scope

ARTICLE 2 - (1) This Regulation shall be amended as follows: For the purpose of the Center for Experimental Implementation and Research of Bezmialem Vakıf University, it covers the provisions related to its activities, governing bodies, duties of governing bodies and working style.

Base

ARTICLE 3 - (1) This Regulation shall be amended as follows: (D) of Article 7 of the Higher Education Law dated 4/11/1981 and numbered 2547 (14).

Definitions

ARTICLE 4 - (1) In this Regulation;

- a) Center: Bezmialem Vakıf University Experimental Application and Research Center,
- b) Director: Head of the Center,
- c) Rector: Bezmialem Rector of Vakıf University,
- d) University: Bezmialem Vakıf University,
- e) Board of Directors: Board of Directors of the Center.

**SECOND PART**

Center's Objective and Activity Area Center's aim

ARTICLE 5 - (1) The aim of the Center is to provide an environment in which the academic staff of the specialist University can make scientific researches that are useful for humanity in an easy, effective, fast and holistic way.

Areas of activity of the Center

ARTICLE 6 - (1) The activities of the Center are:

- a) To establish and develop the infrastructure necessary for the conduct of all kinds of research and implementation on experimental animals in the center in compliance with the ethical rules and in accordance with animal welfare and animal rights;

- b) Ensuring the supply of experimental animals and other test materials required by the Center,
- c) To prepare the necessary environment for in vitro cell and tissue culture studies with experimental materials,
- d) To prepare the necessary environment and infrastructure for the studies to be carried out in the field of molecular biology and genetics, organize related trainings,
- e) To develop and implement joint scientific research and application projects in the field of medical sciences and experimental animals and to provide necessary coordination in joint studies,
- f) to organize theoretical and practical courses and certificate programs for all the personnel to be employed in the research, test and training projects to be used as experimental animals, to follow up, train and implement new experimental medical methods in national and international cooperation,
- g) To cooperate with similar domestic and foreign centers and related institutions and to send short or long-term domestic and foreign staff to the Rector's Office / University Administration to propose to the board,
- h) To carry out other activities in accordance with the aims and principles of the Higher Education Law no. 2547.

### THIRD PART

#### Center's Management Organs and Tasks

##### Management bodies of the center

ARTICLE 7 - (1) The governing bodies of the Center are:

- a) Principal.
- b) The Board of Directors.
- c) Veterinarian.

##### **Manager**

ARTICLE 8 - (1) Director; It is appointed by the Rector for three years among the full-time faculty members of the University among the faculty members who have experience in research, implementation and education in line with the aims of the center. The Director, whose term of office expires, can be re-assigned. At the beginning of his six-month-long mission in cases where he can not be found, his assignment is over.

(2) The Director selects two Principal Assistants from university lecturers who have settled with international scientific studies. The proprietor, in his absence, will replace one of his assistants.

##### Mission tasks

ARTICLE 9 - (1) Responsibilities of the Mission are:

- a) To manage and represent the center,
- b) To invite the Executive Board to the meeting,
- c) Presiding over the Board of Directors and implementing the decisions taken,

d) To follow and supervise the compliance of the activities carried out at the center with the rules of operation of the Center and the ethical rules of the procedures carried out in experimental animals and to direct the employees to this issue,

e) To determine and supervise the duty sharing and working order of personnel working at the center,

f) To carry out the administrative affairs of the Center,

g) To cooperate with domestic and foreign institutions and organizations related to central activities and to carry out projects for the activities to be carried out in the framework determined by the Central Organs in accordance with the Center's purpose and to provide support and financial resources to the national and international area.

#### Board of Directors

ARTICLE 10 - (1) In the Board of Directors; There are a total of 7 (seven) members among the Director, two Assistant Principal Advisors and the university lecturers who have been engaged by the Rector for three years and engaged in international scientific studies related to the activities of the Center.

(2) In the case of the termination of the term of the executive or for any reason, the termination of the members of the Board of Directors shall also terminate. Members of the Board of Directors whose term of membership expires for any reason may be re-appointed by the same procedure.

(3) The Board of Directors shall meet at least once in three months upon the invitation of the Mission by the majority of the total number of members on the agenda to be determined by the Mission and decisions shall be taken by majority vote.

#### Duties of the Board of Directors

ARTICLE 11 - (1) The duties of the Executive Board are:

a) To take decisions about the activities of the Center and to carry them out,

b) To communicate the principles and action plans and programs related to the activities of the Center,

c) To make proposals to the Rectorate to be discussed in competent organs,

d) To discuss and accept annual activity programs and annual activity reports,

e) To determine the working principles related to the activities to be carried out by the Center, to determine the cost of any kind of services to be provided as a Center, to determine the distribution of income and expenses and the usage patterns in accordance with the relevant legislation,

f) To decide and organize courses, seminars and similar activities to be conducted by the center,

g) To make a decision by discussing other issues determined by the Director.

#### **Veterinarian**

ARTICLE 12 - (1) The duties of the veterinarian to be appointed in the headquarters are as follows:

a) Adoption of test animals, follow-up of health conditions, diagnosis and treatment of diseases,

b) To ensure the production and care of laboratory animals,

- c) To follow the ethical rules compliance of the operations carried out in laboratory animals,
- d) To conduct the consultant veterinary duty during the research,
- e) To guide the researcher in surgical and other interventions on experimental animals,
- f) To prepare the maintenance and nutrition instructions of the experimental animals and to implement technical personnel,
- g) Laboratory animals used in the center (in production, in maintenance, internal and external to the project, or the like)
- g) Keeping the medicines used in the center (such as Ketamine, Codeine) and keeping the record.

**Other staff**

ARTICLE 13 - (1) The duties and obligations of all personnel to be assigned to the center shall be determined by the Manager.

**SECTION FOUR**

**Miscellaneous and Final Provisions**

**Researchers and working conditions**

ARTICLE 14 - (1) The responsibilities of the researchers and the working conditions at the center are:

- a) The approval of the Ethics Committee of the Animal Experimentation Council of the Animal Experiments or the Animal Experiments Center shall be sought in accordance with the provisions of the Regulation on the Working Procedures and Principles of the Animal Experimental Ethics Committees published in the Official Newspaper dated 15/2/2014 and numbered 28914.
- b) All animal experiments to be carried out in the Center shall be carried out by researchers with certificates issued by the Local Ethics Committee of Animal Experiments or with certifications approved by the Board.
- c) In research applications, the personal statement of the researchers is in essence. All legal and ethical obligations related to the information given on the application forms and / or the works are owned by the investigator.
- d) Researchers are deemed to have undertaken to conduct their studies in accordance with the Regulations on the Working Procedures and Principles of the Ethical Committees of Animal Experiments, in accordance with the principles set by the Local Ethics Committee of Animal Experiments and the working conditions of the Center.
- e) Researchers are acknowledged in advance that they will comply with the principles of non-harm, respect, transparency, honesty and confidentiality (interdisciplinary studies), which are accepted as fundamental principles of scientific research in their work.
- f) Researchers are deemed to be open to inspection by the Center authorities at each stage of their work.

**Unclaimed cases**

ARTICLE 15 - (1) In the cases where there is no provision in this Regulation, the provisions of other relevant legislation and the decisions of the Senate shall apply.

Force

ARTICLE 16 - (1) This Regulation shall enter into force on the date of its publication.

Executive

ARTICLE 17 - (1) The provisions of this Regulation shall be executed by the Rector of the Bezmialem Vakif University.