

Detailed Rules of Contract in Preparation of Genetically Modified Mice and Other Services in Laboratory Animal Resource Center, National University Corporation University of Tsukuba

July 24, 2013

Detailed Departmental Rules No. 9, Faculty of Medicine

Detailed Rules of Contract in Preparation of Genetically Modified Mice and Other Services in Laboratory Animal Resource Center, National University Corporation University of Tsukuba

(Purport)

Article 1: These Detailed Departmental Rules shall stipulate the matters required for the preparation and supply of genetically modified mice (hereinafter referred to as “preparation”) as contract services by Laboratory Animal Resource Center (hereinafter referred to as “Center”) in accordance with the stipulations in Detailed Rules of Laboratory Animal Resource Center, National University Corporation University of Tsukuba (Detailed Departmental Rules No. , Faculty of Medicine, 2013), Article 6.

(Preparation)

Article 2: Preparation of genetically modified mice conducted as contract services by the Center shall refer to the followings:

- (1) Preparation of transgenic mice by use of submitted DNA samples
- (2) Preparation of chimeric mice by use of submitted ES cells
- (3) Preparation of mutant ES cells by use of submitted gene-targeting vectors
- (4) Preparation of gene-targeting vectors

(Consignment of preparation)

Article 3: Those who desire to consign preparation of genetically modified mice (hereinafter referred to as “Consignors”) shall submit the Form for Preparation of Genetically Modified Mice which is Appended Forms 1 and 3 in the cases of Numbers 1/2 and Number 3 referred to in the preceding Article, respectively, to the director of the Center (hereinafter referred to as “Director”). Consignors for the service of Preparation of Gene-Targeting Vectors shall submit Appended Form 5 in the case of Number 4 referred to in the said Article to the Director.

2. Upon contract of Preparation of Genetically Modified Mice, Director shall notify Consignor by use of the Letter of Notice of Contract Decision for Preparation of Genetically Modified Mice, which is Appended Form 3. Upon contract of Preparation of Vectors for Genetic Transformation, Director shall notify Consignor by use of the Letter of Notice of Contract Decision for Preparation of Vectors for Genetic Transformation, which is Appended Form 6.

(Payment of fees)

Article 4: Consignor shall pay the fee stipulated in the appended table in advance upon receipt of the notice referred to in the preceding Article. However, this is not applicable to the National Government, National University Corporations, Inter-University Research Institute Corporations, Independent Administrative Institutions, and local public organizations.

2. Paid fees are not refundable.

(Supply)

Article 5: Director shall supply Consignor with the product of Preparation of Genetically Modified Mice upon completion, with the Cover Letter for Genetically Modified Mice which is Appended Form 4. Director shall supply Consignor with the product of Preparation of Vectors for Genetic Transformation upon completion, with the Cover Letter for Vectors for Genetic Transformation, which is Appended Form 7.

(Miscellaneous rules)

Article 6: Director shall separately stipulate matters required for Preparation of Genetically Modified Mice that are not stipulated in these Detailed Departmental Rules.

Supplementary rules

1. These Detailed Departmental Rules shall be put into force on July 24, 2013, and applied from April 1, 2013.

2. The Detailed Rules of Contract in Preparation of Genetically Modified Mice in Laboratory Animal Research Center, National University Corporation Tsukuba University (Detained Departmental Rules No. 3, Graduate School of Comprehensive Human Sciences, March 18, 2005) shall be repealed.