

## Circular

### SingHealth Institutional Animal Care and Use Committee (IACUC)

3 October 2023

Dear Colleagues,

#### **DECOMMISSIONING OF iSHaRe AND IMPACT TO IACUC SUBMISSION**

The CIRB has announced recently on the launch of the National ECOS (Ethics and Compliance Online System) in the first quarter of FY2024 and that the last submission for IRB application is 1 Feb 2024. To prepare for the migration and de-commissioning of iSHaRe, IACUC will also need to be ready to make sure that IACUC will not be severely impacted.

iSHaRe will be replaced by the Animal Research Ethics Review and Animal Facility Management system (also known as “Animal Research Information and Ethics System” or “ARIES”).

#### ***About ARIES***

ARIES is a single integrated internet based IT system jointly developed by SingHealth IACUC and SingHealth Experimental Medicine Centre (SEMC) that will serve the entire SingHealth Duke-NUS AMC, to process animal research ethics review and to better manage the SingHealth animal facilities.

Expected to complete in the first quarter of FY2026, ARIES aim to streamline and strengthen the controls of the business processes, to better serve our animal research community.

#### **INTERIM SUBMISSION PROCESS FOR ANIMAL RESEARCH ETHICS REVIEW W.E.F NOVEMBER 2023**

To minimise disruptions to Principal Investigators and their delegates (also referred to as “Users”) before and after iSHaRe has been decommissioned, the SingHealth IACUC team will put in place an interim solution, so as to maintain “business as usual” as much as possible. We seek the cooperation and understanding of all our Users, because the transition to off-line submission via email will remain until ARIES is fully implemented in 2026. Please refer to the details below:

#### ***Submission Process to SingHealth IACUC***

- **8 Nov 2023: The last date for on-line submission of IACUC New Applications via iSHaRe.**  
This is to allow sufficient turnaround time and to facilitate smooth transition of eIACUC Application from iSHaRe to off-line submission.
- **Users are required to download and save a copy of all study related documents from iSHaRe before and by 8 Nov 2023.** Beyond this date, all study related documents and reports will not be accessible by the Users. Once Users have downloaded their documents, they can submit the relevant reports, amendment requests via their official corporate email to the IACUC Secretariat at [iacuc@singhealth.com.sg](mailto:iacuc@singhealth.com.sg).
- For assistance to access study related documents beyond 8 Nov 2023, Users will have to write to [iacuc@singhealth.com.sg](mailto:iacuc@singhealth.com.sg). Due to the transitioning activities in preparation for the decommissioning of iSHaRe, Users are advised to expect delays in the response from the IACUC Secretariat from 8 Nov 2023 onwards.

- **IACUC will only accept New Applications from 1 Dec 2023 via email submissions to the IACUC Secretariat ([iacuc@singhealth.com.sg](mailto:iacuc@singhealth.com.sg)).** These submissions will be tabled for Jan 2024 IACUC Meeting. All updated IACUC forms will be made available on IACUC Website ([https://www.singhealthdukenus.com.sg/research/about-institutional-animal-care-and-use-committee-\(iacuc\)](https://www.singhealthdukenus.com.sg/research/about-institutional-animal-care-and-use-committee-(iacuc))) **by 1 Dec 2023.**

Should you have any questions or concerns after reading this circular, please email [iacuc@singhealth.com.sg](mailto:iacuc@singhealth.com.sg) for clarification.

Thank you.

Sincerely,

SingHealth IACUC Secretariat