

Jawaharlal Institute of Postgraduate Medical Education and Research (JIPMER)

*(An Institution of National Importance under Ministry of Health & Family Welfare,
Government of India)*

CIRCULAR

Dated: 06.01.2022

**Sub: Online application for submission of proposals to the Institutional Ethics
Committee Observational studies for February 2022 - Reg.**

Faculty, PhD scholar, P.G. and U.G. Students are invited to submit research proposals approved by JSAC/PGRMC/SCTRC/GJ-STRAUS for approval by Institutional Ethics Committee – Observational studies in the prescribed proforma available on website.

1. Kindly use the link <https://iecmanager.org/institution/283> for filling the **online version of JIEC application form** and relevant annexures.
2. PIs are required to **upload the soft copy** of their signed declaration form, consent forms and scientific proposal to <https://iecmanager.org/institution/283>.
3. **One original hard copy** of the following documents is required to be submitted to Member-Secretary, Institute Ethics Committee (IEC) at Institute Ethics Committee office, Room no. 106, First floor, Administrative block, JIPMER.
 - Covering letter
 - Download of the online IEC application
 - Signed Declaration form
 - Consent forms / Waiver of consent forms
 - Research proposal JSAC (ver. July 2020) / UGRMC/PGRMC
 - JSAC/ UGRMC/PGRMC certificate
 - Data collection proformas
 - Curriculum vitae of PI & Co-Investigator (s) / guide & co-guide
4. Procedure and guidelines to upload proposal on e-EC portal is available in the JIPMER website <https://jipmer.edu.in/research/research-committees/institute-ethics-committee/important-information>.

The last date for submission of proposals so as to reach the office of the undersigned for consideration of approval by Institutional Ethics Committee for the month of January 2022 is on or before 31-01-2022 (Monday). Proposals submitted before the last date will be taken up for discussion in IEC Observational committee meeting scheduled to be held on 09-02-2022 (Wednesday).

**Dr. Subitha L.,
Member Secretary,
IEC – Observational Studies**

To:

- All Heads of the Departments - with a request to bring the same to the knowledge of the faculty and residents of their departments.
- Director, JIPMER- for information
- Dean (Research) and Dean (Academics) -for information