

Yadav

INSTITUTIONAL ETHICS COMMITTEE
GOVERNMENT MEDICAL COLLEGE AND ATTACHED HOSPITALS,
RANGBARI ROAD, KOTA, RAJASTHAN –324005

Version No. 1.2

Confidential

Dated: - 01.06.2020

**STANDRAD OPERATING PROCEDURES / GUIDELINES
FOR DISSRETATION PLAN SUBMISSION**

(UPDATED VERSION 1.2, DATED: 26.09.2019 OLD VERSION 1.1, DATED: 11.10.2018)

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1. Objective & Responsibility:–

The Objective of this Standard Operating Procedure (SOP) is to maintain the quality and consistency during the review of dissertation proposals with the help of dissertation proposals with the help of ICMR and National & International's Ethical Guidelines for biomedical research on human subjects.

The basic responsibility of this Institutional Ethics committee (IEC) is to ensure a competent review of all ethical aspects of the project proposals received and execute the same free from any bias and influence that could affect their objectivity.

The responsibilities of this Institutional Ethics Committee (IEC) can be defined as follows:

- To protect the dignity, right and well being of the potential research participants.
- To ensure that universal ethical values and international scientific standards are expressed in terms of local community values and customs.
- To assist in the development and the education of a research community responsive to local health care requirements.

2. Submission Guidelines:–

The P.G. plan has to be submitted between 6 to 12 months after joining the P.G. course as per university rules.

It is mandatory to submit (maximum of 5 slides) power point presentation in soft as well as hard copy in CD/Pen drive.

3. Standard Format:–

Application Procedure:

Applicant should follow standard format during the time of plan submission:

4/10/20

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Submission of Research Proposal for Ethical Committee Approval

To,

The Chairmen,
Institutional Ethics Committee
Government Medical College and Attached Hospitals,
Rangbari Road, Kota, Rajasthan – 324005

Subject: Submission of Research Proposal for Ethical Committee Approval.

Respected Sir,

With respect to the above subject, I am herewith submitting research proposal titled

“.....
.....
.....
.....”

For your kind review and approval.

Thanking you,

Yours truly,

Name:

Principal Investigator/ Guide Name

Department:

Email:

Mobile No.:

4/8/20

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Detail Format:

1. Full Title of Study:		
2. Name of Guide / Resident (Permanent Faculty with Designation and Department)	Signature	Comment
2.1	2.1 _____	
2.2	2.2 _____	
3. Objective of the study		

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5. Methodology	
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Note: Above format should be submit in Hard as well as Soft copy
(iecgmkota01@gmail.com)

Department Details:-

It is requested to all guides / resident to send soft copy (iecgmkota01@gmail.com) of MS Excel word sheet including the following details:

Department:-

Batch:-

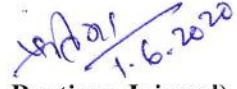
S. No.	Guide Name with Department	Candidate Name	Topic	Submission Date

4. Approval / Disapproval:-

Time Line:

The standard time line for plan/ project approval letter is 3 weeks after the Ethics Committee Meeting.

In case of any project/ plan rejection/ clarifications, it will be considered in the next Ethics Committee Meeting.


(Dr. Pratima Jaiswal)
Member Secretary