

**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: 17.05.2021**

**Sub: Online application for submission of proposals to the Institutional Ethics  
Committee Observational studies for May 2021 - 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
  - Research proposal (JSAC ver. July 2020)
  - JSAC/ UGRMC/PGRMC certificate
  - Data collection proformas
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 is on or before **24-05-2021**. Proposals submitted before the last date will be taken up for discussion in IEC Observational committee meeting scheduled to be held on **09-06-2021** (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