

**UNIVERSITY OF HYDERABAD**  
**INSTITUTIONAL ETHICS COMMITTEE – Registered: DHR: EC/NEW/INST/2023/3825**  
**2<sup>nd</sup> meeting – July, 2024**  
**1<sup>st</sup> NOTIFICATION**

This is to notify that the Institutional Ethics Committee (IEC) meeting of UoH is scheduled to be held in the **Third week of August 2024** as per the permitted guidelines for its conduct in existence at that time. Kindly submit your proposals in the **enclosed prescribed application format** involving bio-medical/health & related research on human subjects, with the following documents **by 2<sup>nd</sup> August 2024 before midnight through an E-copy submission to the following E-mail addresses:**

1. IEC UoH Office - [iecuohoffice@uohyd.ac.in](mailto:iecuohoffice@uohyd.ac.in)
2. Member Convenor IEC - [ieconvenor@uohyd.ac.in](mailto:ieconvenor@uohyd.ac.in)
3. Member Secretary IEC - [iecmembersecretary@uohyd.ac.in](mailto:iecmembersecretary@uohyd.ac.in)

The following documents need to be submitted **together with the e-submission:** -

- Signed and dated **soft copy (preferably pdf)** of the proposal **in the application format enclosed.**
- (1) One Hard copy & (1) One soft copy of the proposal document not exceeding 3 pages duly signed by all participating investigator/collaborators **directly to Ms. Meharunnissa** – School of Medical Sciences Office.
- **Participant Information Sheet & Informed consent form in lay – simple local language.**
- **A brief CV of the Principal Investigator** if they are applying for the first time to IEC of UoH.
- **Proposals submitted by scholars/students should be duly signed and forwarded by the Guide/Supervisor.**
- **Clearly indicate whether you seek virtual data collection option in the form.**
- IEC approval of the other participating Institute, if any.
- Permission letters from collaborating/partnering centres.
- Proposals related to stem cell research/therapy should be sent to both IEC and IC-SCRT.
- **Applications for renewal/extension (as applicable) of the project should be sent along with the annual update of the proposal/progress report with prior IEC approval details in the separate format enclosed.**
- Major changes in protocol/methods will require a new application submission and cannot be considered for extension.
- Information on funding/sponsorship if applicable.
- Any other information (eg. transfer of biological samples, international collaborations, insurance, clinical trial approval, dossier, permission letters etc.)

The Principal Investigators or Co-Investigators are requested to be ready with a brief presentation (5-7 minutes) of the proposal **if subjected to a full review** and/or respond to the queries if asked for. Request the Deans and Heads of Department to kindly disseminate the information to all faculty and students. **For any further query, please contact Ms. Meharunnissa at the Office of the School of Medical Sciences. Email at: [iecuohoffice@uohyd.ac.in](mailto:iecuohoffice@uohyd.ac.in) .**

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