

**UNIVERSITY OF HYDERABAD  
INSTITUTIONAL ETHICS COMMITTEE**

**THIRD NOTIFICATION AND EXTENSION OF DATE FOR SUBMISSION (18/8/2021)**

This is to notify that the Institutional Ethics Committee (IEC) meeting of UoH is scheduled to be held later on **26<sup>th</sup> August 2021** as per the permitted guidelines for its conduct in existence at that time. **It is further notified that the timeline for submission of your proposals and related documents is extended till Wednesday 18<sup>th</sup> August, 2021 before midnight.** E-copy submission should be done to the following E-mail addresses:

1. Member Secretary IEC - [iecmembersecretary@uohyd.ac.in](mailto:iecmembersecretary@uohyd.ac.in)

2. Member Convenor IEC - [ieconvenor@uohyd.ac.in](mailto:ieconvenor@uohyd.ac.in)

3. UoH-IEC Secretariat - [iec\\_uoh@uohyd.ernet.in](mailto:iec_uoh@uohyd.ernet.in)

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

- Signed and dated soft copy (preferably pdf) of the proposal in the standard research protocol format that you have submitted for approval to the supervisor/DRC.
- (1) One Hard copy & (1) One soft copy of the proposal document not exceeding 3 pages duly signed by all participating investigator/collaborators if possible 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 students should be duly signed and forwarded by the Guide/Supervisor. E-mail authorisation is also acceptable for group submissions.
- IEC approval of the participating Institute, if any.
- Permission letters from collaborating/permitting centres.
- Applications for renewal/extension of the project should be sent along with the annual update of the proposal/progress report with prior IEC approval details in the relevant formats.
- Application for exemptions/expedition of review if any should be made in the application with strong justification.
- Major changes in protocol/methods will require a new application submission and cannot be considered for extension. A protocol revision format circulated earlier is to be used.
- 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 and respond to the queries if the IEC & Sub-committees decide that it needs a full review. 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: [iec\\_uoh@uohyd.ernet.in](mailto:iec_uoh@uohyd.ernet.in); at the Office of the School of Medical Sciences.**

(Dr M. Varalakshmi)  
Member Convenor

(Prof. B.R.Shamanna)  
Member Secretary

**IT MAY KINDLY BE NOTED THAT BEYOND THE EXTENSION DATE, THE APPLICATIONS RECEIVED WILL NOT BE CONSIDERED AND HAS TO BE RE-SUBMITTED TO THE NEXT PROPOSED MEETING IN DECEMBER 2021. YOUR CO-OPERATION IS APPRECIATED!!!**