

INSTITUTIONAL ETHICS COMMITTEE (IEC)

INSTRUCTIONS FOR INVESTIGATORS FOR SUBMISSION OF RESEARCH PROTOCOLS

- Submit the research protocol as per the prescribed format to:
The Member Secretary,
Institutional Ethics Committee,
Department of Pharmacology,
GMERS Medical College, Gandhinagar.
- Submit in 15 hard copies and a soft copy: study protocol including case record forms, informed consent forms in English and local language, participant information sheet in English and local language.
- Investigators have to submit brief summary (1 page) of the protocol in 15 hard copies and a soft copy.
- Go through the checklist for submission and submit accordingly. Incomplete protocols will not be considered.
- Investigators will be informed about date of IEC meeting by email; so investigators are instructed to check their emails regularly.
- Principal / co- investigator may remain present at the IEC meeting for clarification required by the committee.
- Investigators from this institute may submit their research protocols to the scientific committee of the institute before submitting to IEC, to avoid rejection on technical grounds.
- Processing fees for the IEC:
 - For undergraduate students of this institute (Rs. 500/-)
 - For faculty members and postgraduate students of this institute (Rs.1000/-)
 - For students/faculty members of other institutes and private practitioners (Rs. 2000/-)
 - For sponsored research project (Rs. 5000/- at the time of submission of protocol and if protocol is approved then either 5,000/- or 2.5% of the proposed total project expenditure whichever is more)
 - All the investigators have to submit the processing fees at the time of submission only by **cheque/DD** in favor of **“IEC, GMERS Medical College, Gandhinagar”**, payable at **Gandhinagar, Gujarat**.