



## SOP: 9

### PROCEDURE FOR COMMUNICATING THE DECISION OF IEC TO THE INVESTIGATOR (FRESH RESEARCH PROPOSAL)

#### PURPOSE

To communicate the decision of IEC to the applicant

#### SCOPE

Applicable to the IEC of IGIDS

#### RESPONSIBILITY

Member Secretary is responsible for implementing this SOP

#### PROCEDURE

1. A decision of the IEC will be communicated to the applicant in writing, within 10 days of the meeting at which the decision was taken in the specified format (Document-10).
2. If a project is approved, the ethical committee will issue an approval certificate (Document No.11) signed by the Chairman and Member Secretary. The applicants can get the same from the office of the Member Secretary, within one week of intimation, after duly signing in the prescribed form.
3. All the approvals will be valid for only three years or for the duration of the project whichever is less.
4. Investigator has to get his or her project re-approved after three years if necessary.
5. The communication of the decision will include:
  - a) Name and address of IEC
  - b) The date and place of decision

Prepared by:  
Prof. Manoharan PS  
Member, IEC

Prepared by:  
Prof. Dr. Pratebha B  
Member Secretary, IEC, IGIDS

Verified by:  
Prof. Dr. Aruna Sharma  
Principal-IGIDS, SBV

Approved by:  
Prof. Dr. R. Madhavan Nirmal  
Chairman, IEC, IGIDS, SBV





**INSTITUTIONAL ETHICAL COMMITTEE**

**INDIRA GANDHI INSTITUTE OF DENTAL SCIENCES**

Ethics Committee Registration No: ECR/290/Indt/PY/2018



- c) The name and designation of the applicant
- d) Title of the research proposal reviewed
- e) The clear identification of protocol number
- f) A clear statement of decision reached.
- g) Any advice by the to the applicant.
- h) In case of conditional approval, statements/suggestions regarding the changes to be made
- i) In case of rejection of the proposal, reason(s) for the rejection will be clearly stated.
- j) Signature of the member secretary with date.

Prepared by:  
Prof. Manoharan PS  
Member, IEC

Prepared by:  
Prof. Dr. Pratebha B  
Member Secretary, IEC, IGIDS

Verified by:  
Prof. Dr. Aruna Sharma  
Principal-IGIDS, SBV

Approved by:  
Prof. Dr. R. Madhavan Nirmal  
Chairman, IEC, IGIDS, SBV



**SRI BALAJI VIDYAPEETH**

Established Under Section 3 of the UGC Act 1956  
PILLAYARKUPPAM,, PUDUCHERRY – 607 402PH: 0413-2516808FAX: 0413- 2516808