

Circular

6<sup>th</sup> January 2023

Dear Investigators,  
Happy New Year 2023!!!

Kindly note the composition of all three IECs have been renewed by the respected Dean madam and all three committees took over the responsibilities with due approval from the regulatory authorities as IEC-I with effect from 9<sup>th</sup> December 2022 and IEC-II & III with effect from 21<sup>st</sup> December 2022. To facilitate the investigators and research we have decided the following changes with immediate effect:

**1. Software e-EC discontinuation and submission of a new study proposal via hard copy & soft copy via pen drive.**

As the e-EC software requires high maintenance fees the IEC has decided to discontinue the software and to take hard copy study proposal along with checklist (detail instructions available on [www.kem.edu](http://www.kem.edu)) and scanned soft copy (PDF version) on pen drive on or before 20<sup>th</sup> of every month which will be taken up for discussion (providing all documents are complete as per SOP5 version 6.1) in the next month's full board meeting.

**2. Last date / deadlines for initial review protocols / projects**

Project proposals submitted to IEC on or before 20<sup>th</sup> of every month will be taken up for discussion at the next month's IEC meetings of respective boards. The IEC will follow the deadlines strictly as the pandemic is over now. If 20<sup>th</sup> is a holiday, then the next working day will be considered for the submission.


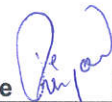
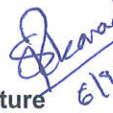



**3. Payment methods, submissions details, annexures and all registration / accreditation and recognition certificates along with SOPs and guidelines are elaborated on [www.kem.edu](http://www.kem.edu)**

**4. Kindly comply with the IEC SOPs version 6.1 dated 29<sup>th</sup> June 2022.**

**5. Following IEC office hours for submissions, enquiries, and telephonic communication are as follows:**

Monday to Friday - 1.30 to 4.30 pm, Saturday – 10.30 to 12.00 noon

**6. For any suggestion or enquiries regarding your proposal, kindly contact the following IEC secretary / Jt. Secretary:**

	IEC-I	IEC-II	IEC-III
<b>Member Secretary</b>	Dr. Raakhi Tripathi Associate Professor Pharmacology & Therapeutics Intercom no. 7444, 7482 Mobile no. 9821724700  Signature 	Dr. Priyanka Prasad Associate Professor Microbiology Intercom no. 7552 Mobile no. 9930923115  Signature  6/1/2023	Dr. Swapna Kanade Associate Professor Microbiology Intercom no. 7827 Mobile no. 9004377725  Signature  6/1/2023
<b>Joint Member Secretary</b>	Dr. Nithya Gogtay Prof. and Head, Clinical Pharmacology  Intercom no. 7715 Mobile no. 9820495836  Signature  6 <sup>th</sup> Jan 2023	Dr. Mona Agnihotri Associate Professor (Additional) Pathology Intercom no. 7566, 7555 Mobile no. 9987810111  Signature  6/1/2023	Dr. Shirish Joshi Professor (Additional) Pharmacology & Therapeutics Intercom no. 7444 Mobile no. 9820338456  Signature  6/1/2023
<b>IEC Office no.: 24107515, Intercom no.: 7515, Mobile no. 877922129</b>			