

**Sample format of undertaking to be printed on departmental letter head.**

**Undertaking by HOD when Principal Investigator (PI) for the regulatory study is contractual faculty.**

**Project title, Protocol ID \_\_\_\_\_entitled, “ \_\_\_\_\_”.**

The Principal Investigator Dr. \_\_\_\_\_(contractual faculty) has completed ONE YEAR of service in this institute on \_\_\_\_ (date).

Dr. \_\_\_\_\_ (regular/permanent faculty) will work as Co- Principal Investigator for the referenced regulator study.

If Dr. \_\_\_\_\_ (contractual faculty) who is working as PI for the above-mentioned regulatory study leaves the institute, then the said regulatory study will be taken up by the HOD / regular/permanent faculty as PI. This is as per SOP 05-A /V7.1 dated 9<sup>th</sup> April 2026 Effective from 9<sup>th</sup> May 2026.

Dr. \_\_\_\_\_  
Co-Principal investigator (Co-PI)  
Date:  
Seal:

Dr. \_\_\_\_\_  
Head of the Department.  
Date:  
Seal:

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Sample format of undertaking to be printed on departmental letter head.

Undertaking by PI for the regulatory study when Principal Investigator is contractual faculty.

I Dr. \_\_\_\_\_ Principal investigator (contractual faculty) for the regulatory study, Protocol no. \_\_\_\_\_ Version \_\_\_\_\_ date \_\_\_\_\_ entitled, “ \_\_\_\_\_ ” assure you that:

If I leave the institute, I understand that I will cease to be the PI / Co-I of the above-mentioned project. I further understand that the project will remain with the institute. This is as per SOP 05-A /V7.1 dated 9<sup>th</sup> April 2026 Effective from 9<sup>th</sup> May 2026.

Dr. \_\_\_\_\_  
Principal investigator (PI)  
Date:

Forwarded by

Dr. \_\_\_\_\_  
Signature of HOD \_\_\_\_\_

or

Dr. \_\_\_\_\_  
Signature of regular/permanent faculty working  
as CO-I for the referenced study. \_\_\_\_\_

Date: \_\_\_\_\_  
Seal:

Date: \_\_\_\_\_