



Institutional Ethics Committee (AIIMS BBN-IEC)
AIIMS Bibinagar Hyderabad Metropolitan Region, Telangana -509126
CDSO Registration No. ECR/1596/Inst/TG/2021
DHR Registration No. EC/NEW/INST/2021/1893

Chair person

Dr. G. Suryanarayana Raju

Member Secretary

Dr. Madhavi. E

Alt Member Secretary

Dr. Gomathi R

Members

Basic Medical Scientist

Dr. Madhuri Taranikanti

Clinician

Dr. Niraj Kumar

Dr. CH Rama Krishna Prasad

Social Scientist

Smt. Ms. Meeta Joshi

Legal Expert

Shri. Padma Rao Lakkaraju

**Layperson from the
Community**

Shri. Durga Das Saha

Smt. MVL Narayanamma

AIIMS/BBN/IEC/Cir/2024/ 279

Date: 15/07/2024

CIRCULAR

- The **sixteenth meeting** of the Institutional Ethics Committee (AIIMS BBN- IEC) is tentatively scheduled on **10th August 2024**.
- All faculty members, residents, nursing officers and students are requested to submit their research proposals, if any, for Ethics Committee approval. The proposals should be submitted to the Member Secretary, IEC, on or before **31st July, 2024**.
- Please note that all submitted STS Proposals will be reviewed in the meeting after the results are announced
- The proposals should be submitted in both hardcopy (one copy) and soft copy and they should be forwarded through the respective Heads of the Department.
- Please email the soft copy of the complete proposal, along with the required documents as a zipped file, to iec.aiimsbbnagar@gmail.com
- All Investigators are requested to submit their PPT presentations to iec.aiimsbbnagar@gmail.com on or before **7th August, 2024**. PPT Presentations will not be accepted on the day of IEC meeting.

The following is a list of documents to be submitted by the investigator to the IEC for review:

1. Covering letter with contact details of PI
2. Approval letter from IRC
3. Application for initial review
4. Complete proposal
5. Informed consent document in English and vernacular language
6. CRF (Case Report Form)
7. Questionnaire if any
8. Project selection letter for extramural/intramural projects
9. Other relevant documents

For Clinical trials:

1. Covering letter
2. CTRC approval letter
3. Application for initial review
4. Protocol
5. PIS -English and vernacular language
6. Informed consent -English and vernacular language
7. Assent form -In case of minors
8. Clinical trial Agreement
9. Performa /CRF
10. Patient Diary
11. Investigator brochure
12. GCP certificate of investigators



Institutional Ethics Committee (AIIMS BBN-IEC)
AIIMS Bibinagar Hyderabad Metropolitan Region, Telangana -509126
CDSO Registration No. ECR/1596/Inst/TG/2021
DHR Registration No. EC/NEW/INST/2021/1893

Chair person

Dr. G. Suryanarayana Raju

Member Secretary

Dr. Madhavi. E

Alt Member Secretary

Dr. Gomathi R

Members

Basic Medical Scientist

Dr. Madhuri Taranikanti

Clinician

Dr. Niraj Kumar

Dr. CH Rama Krishna Prasad

Social Scientist

Smt. Ms. Meeta Joshi

Legal Expert

Shri. Padma Rao Lakkaraju

Layperson from the Community

Shri. Durga Das Saha

Smt. MVL Narayanamma

13. Insurance Policy

14. DCGI clearance

15. CTIRI registration

16. Brief CV of Investigators

17. Advertisement/material to recruit participants

18. IEC communication from other institutions in case of multicentre studies

PI Should note the following, while submitting the application:

1. IRC/CTRC approval letter is mandatory for submission of proposal
2. Incomplete proposal will not be accepted/ not taken upon for review by IEC.
3. Applications and required documents should be submitted as per the IEC format
4. Student/Resident Proposal's should be forwarded through the Guide.
5. Proposals' without signatures (Both hard copy & soft copy) will not be Considered for review.
6. High resolution and clearly visible pdf versions of the soft copy should be submitted.
7. Incomplete submission (Proposals without soft copy submission) will not be accepted.


(Dr. Madhavi. E)

Member Secretary
Institutional Ethics Committee (IEC)
All India Institute of Medical Sciences, Bibinagar

Copy to:

- ❖ The Executive Director , Director Office
- ❖ The Dean, Dean Office
- ❖ The MS, MS Office
- ❖ DD(A)
- ❖ Dean (Research)
- ❖ Registrar
- ❖ Research Cell
- ❖ All HODs
- ❖ Faculty members
- ❖ Financial Advisor
- ❖ Administrative officer
- ❖ Accounts Section
- ❖ Senior and Junior residents
- ❖ Nursing Officers
- ❖ Student's notice board