



**CIRCULAR**

No. JIP/IECIS-1/CR.1/1225

Dated: 10/12/2025

**Sub: Call for submission of proposals to 1<sup>st</sup> IEC-Interventional Studies 2026 Meeting, to be tentatively held on Third/ Fourth week of January-2026 at Board Room, III Floor, Administrative Block, JIPMER, Puducherry 06 – last date of submission is 12-01-2026 (04:00 PM)-Reg.**

Faculty, PhD scholar, P.G. and U.G. Students are invited to submit research proposals approved by JSAC/PGRMC/SCTRC/GJ-STRAUS for approval by Institutional Ethics Committee – Interventional studies in the prescribed proforma available on website.

- The Principal Investigators / Student Researchers are required to send an e-mail (with Mail Subject & two attachments as mentioned below as mandated) to [iechumanstudies@jipmer.edu.in](mailto:iechumanstudies@jipmer.edu.in), [ja5415@jipmer.ac.in](mailto:ja5415@jipmer.ac.in), [agilan.mahes@gmail.com](mailto:agilan.mahes@gmail.com), with Appropriate Subject such as: “Submission of Initial / Revised (Minor /Major Modifications) proposal / Amendment / SAE / Other Type Notifications w.r.t. <<Proposal No. (only if applicable)>> by <<Name of Principal Investigator>> for 1st IEC-IS 2026 meeting tentatively on Third/ Fourth week of January-2026” and two attachments:
  - > One Portable Document File (“.pdf format”) which contains the complete scanned copy of the covering letter and entire research proposal (with all required signatures) and
  - > One Microsoft Word File (“.docx format”) of covering letter and entire research proposal (editable document without any signature) have to be sent.
- One original hard copy of the following documents is required to be submitted to Member-Secretary, Institutional Ethics Committee – Interventional studies (IEC-IS) at Office of Dean (Research), First floor, Administrative block, JIPMER:
  - Covering letter (Forwarded by Guide & HoD) with tabulation of list of documents submitted;
  - JSAC/ UGRMC/PGRMC certificate;
  - GCP certificate of student & guide;
  - Original signed research proposal (JSAC ver. October 2020) / PGRMC proposal dated 15.11.2020);
  - Signed Original Declaration form;
  - Informed Consent Documents (PIS, Consent forms, Assent form etc);
  - Data collection proformas, Questionnaire etc;
  - CV of PI / Co-PI (s) / Guide & Co-Guide (s);
  - Any other documents (relevant to the proposal submitted).

(PIs / Student Researchers are requested to attach the documents in the above given order i.e. a to i)
- The hard copy should be typed using both sides of A4 size paper, in 12 font size with 1.5 spacing and page numbering.
- The last date for the above said submission of proposal (both hard copies and soft copies) is 12-01-2026 (04:00 PM)-, please note that the proposals submitted beyond the said last date will be taken up only for the next meeting.
- It is mandatory to submit both Hard Copies and Soft copies**, as mentioned in the above point nos. 3, 4 and 5, through proper channel to the Office of Dean (Research), Room No. 106, I Floor, Administrative Block, JIPMER, on or before the said last date, failing which the proposal will not be considered for the upcoming meeting.

o/c  
16/12/25

S.S. S.  
16/12/25

Dr. Sandhiya S,  
Member-Secretary,  
IEC- Interventional Studies, JIPMER  
CDSO Reg. No. ECR/342/Inst/PY/2013/RR-110

**MEMBER SECRETARY**  
INSTITUTIONAL ETHICS COMMITTEE  
JIPMER, PUDUCHERRY

To:

- The Officer-in-charge, AIS Unit – To publish in both Internal Website and Official General Website under “Research Circular” Tab, and send this circular in “Portable Document Format (.pdf) as attachment in e-mails of JIPMER Faculty, Residents, Students, etc...
- All Heads of the Departments - with a request to bring the same to the knowledge of the faculty and residents of their departments.