

HEC / 40
06/12/24



MAHARSHI DAYANAND UNIVERSITY, ROHTAK (HARYANA)

(A State University established under Haryana Act No. XXV of 1975)
A+ Grade University Accredited by NAAC

HUMAN ETHICS COMMITTEE (HEC) & INSTITUTIONAL COMMITTEE ON STEM CELL RESEARCH (IC-SCR)

NOTICE

(Sub: Submission of Research Proposals/Reports for HEC/IC-SCR consideration)

With reference to the registration of the Human Ethics Committee (HEC) of MDU Rohtak with the National Ethics Committee Registry for Biomedical and Health Research (NECRBHR), Department of Health Research, Ministry of Health & Family Welfare, New Delhi w.e.f. 26.11.2024, the HEC meetings to review and approve the research proposals can be held from now onwards. Consequently, the office of the HEC & IC-SCR is hereby inviting research proposals for the Initial Review (fresh proposals), along with mandatory Continuing Review/Annual Reports & Study completion/Final Report (of already approved proposals) as per national guidelines from the concerned faculty members/Principal Investigators of the Departments/Centres of MDU for HEC consideration.

Application Procedure: -

- 1) Research Proposals/Reports for Initial Review, Continuing Review/Annual Reports & Study completion/Final Report etc. (both for the HEC & IC-SCR review) should be properly prepared and submitted only in the attached prescribed application forms (<https://mdu.ac.in/Department/OfficeMain.aspx?Dept=125>).
- 2) Proposals/Reports duly signed by the Principal Investigator (PI) and Co-PIs/Research Scholars/ Collaborators should be submitted along with relevant supporting documents including study protocol/synopsis, research approvals, letters by funding agencies, investigator CV, and informed consent, etc., wherever applicable. All pages of the proposal/report should have page numbers.
- 3) The application, along with proposal/report should be forwarded by the Head/Director of the Department/Centre etc. to the Chairperson, Human Ethics Committee, MDU Rohtak.
- 4) Submit properly arranged fifteen (15) hard copies of the Proposals/Reports in the office of HEC & IC-SCR (Room No. 206, First Floor, Aryabhata Central Instrumentation Laboratory, MDU Rohtak) before due date, which is Friday 20th December 2024 (up to 4:00 pm). An electronic copy (pdf format) of the submitted proposal/report including the application and all the supporting documents is mandatorily required to be sent on official email hec.secretary@mdurohtak.ac.in before due date.
- 5) In the case of already approved proposals by HEC/IC-SCR, the submission of Continuing Review/Annual Reports & Study completion/Final Report research report is mandatory as per national ethical guidelines.
- 6) Applicants who are also the designated member of the HEC must declare a 'Conflict of Interest' in the proposal/reports.
- 7) Proposals submitted after the last date would be considered in the next schedule/cycle of the HEC meeting.

Once the Research Proposals/Reports are accepted in the desired order, the HEC meeting (only in offline mode) would be scheduled to review and grant approvals. The date and venue of the HEC meeting would be informed to the Heads/Directors and applicant PIs one week before the meeting is held to present and offer any clarification with respect to the submitted research proposal/report.

All the Heads/Directors of the Departments/Centres etc. of MDU Rohtak are kindly requested to display the attached 'NOTICE' on departmental 'Notice Board' for information, and also circulate the same amongst their Faculty members/Research scholars to submit the proposal/report, as needed/required for the HEC/IC-SCR consideration.

Enclosed:

1. Prescribed forms/formats for submission of Proposals/Reports etc. and ICMR-National Ethical Guidelines For Biomedical and Health Research involving Human Participants [Please do visit <https://mdu.ac.in/Department/OfficeMain.aspx?Dept=125> for the SOPs & prescribed forms, and https://ethics.ncdirindia.org/ICMR_Ethical_Guidelines.aspx & https://ethics.ncdirindia.org/Common_forms_for_Ethics_Committee.aspx for more details].

Copy to:

1. Dean R&D Cell, MDU Rohtak for Information. Display
2. All Head/Directors of the Department/Centres of the MDU Rohtak for information and circulation amongst faculty members.
3. Director UCC, MDU Rohtak for uploading the 'NOTICE' on MDU website/webpage.

(Member Secretary)

HEC & IC-SCR, MDU Rohtak

Dr. Rajvinder Singh

Member Secretary

Human Ethics Committee (HEC)

M.D. University, Rohtak

