



MAHARSHI DAYANAND UNIVERSITY, ROHTAK (HARYANA)

(A State University established under Haryana Act No. XXV of 1975)

NAAC Accredited A⁺ University

Office of the Human Ethics Committee & Institution Committee on Stem Cell Research

(HEC Registration No.: EC/NEW/INST/2024/4561 Dated 26.11.2024)

Room No. 206, First Floor, Aryabhata Central Instrumentation Laboratory (ACIL), MDU Rohtak-124001(Haryana) India.

Office Phone: 01262-293027 & 9896398962

E-mail for HEC: hec.secretary@mdurohtak.ac.in & E-mail for IC-SCR: icscr.hec@mdurohtak.ac.in

NOTICE

SUBJECT: SUBMISSION OF RESEARCH PROPOSALS AND REPORTS ETC. FOR HEC/IC-SCR CONSIDERATION

The Office of the HEC & IC-SCR hereby invites research proposals for Initial review, along with mandatory Continuing reviews/Annual reports (for already approved proposals as per the due date), Study completion/final reports, and other related documents. These submissions should comply with the ICMR National Ethical Guidelines for Biomedical and Health Research Involving Human Participants. Proposals are requested from the concerned faculty members and principal investigators of the UTDs, Centres, and Cells of MDU, Rohtak, for consideration by the Human Ethics Committee/Institution Committee on Stem Cell Research of MDU Rohtak.

Guidelines for Application Procedure and Review

- 1) Research proposals and reports for initial review, continuing review/annual reports, and study completion/final reports (for both HEC and IC-SCR review) should be properly prepared and submitted using only the attached prescribed application forms/ formats available at <https://mdu.ac.in/Department/OfficeMain.aspx?Dept=125>
- 2) Proposals and reports must be duly signed by all involved, such as Principal Investigators (PIs), Co-PIs, Research Scholars, and Collaborators.
- 3) These should be submitted along with relevant supporting documents, including the Study Protocol or Ph.D. Synopsis, departmental scientific committees approvals, registration letter, letters from funding agencies, CVs of the investigators and co-investigators, informed consent forms, Material Transfer Agreements (MTA), and any other applicable documents.
- 4) All pages of the proposal or report should be numbered.
- 5) The application, along with the proposal/report, should be forwarded through the proper channel by the Head or Director of the Department, Center, Cell, etc., to the Chairperson of the Human Ethics Committee, MD University, Rohtak.
- 6) Submit fifteen (15) properly arranged hard copies of the Proposals/Reports to the Office of HEC & IC-SCR, Room No. 206, First Floor, Aryabhata Central Instrumentation Laboratory/Office of the Department of Forensic Science, M.D. University, Rohtak, before the due date, **Friday, 21st August 2026, by 4:00 p.m.**
- 7) An electronic copy (PDF format) of the submitted proposal/report, including the application and all supporting documents, must be sent to the official email (hec.secretary@mdurohtak.ac.in) before the due date.
- 8) In the case of proposals already approved by HEC/IC-SCR, the submission of Continuing Review/Annual Reports and Study Completion/Final Reports is mandatory by the due date, in accordance with the approval letter and the National Ethical Guidelines (2017).
- 9) The submitted research proposals and reports will first be reviewed at the office level to ensure proper order and documentation.
- 10) Then, the HEC meeting will be scheduled to consider them for ethical approval.
- 11) The date and venue of the HEC meeting will be communicated to the Heads/Directors and applicant PIs one week prior to the meeting.
- 12) Applicant PIs will present in person and provide any necessary clarifications regarding the submitted research proposals or reports before the HEC on the day of the meeting.
- 13) The applicants, who are also the designated members of the HEC, must declare any 'Conflict of Interest' in the proposal and reports.
- 14) Any proposal submitted after the due date may be considered in the next scheduled cycle of the HEC meeting.

All the Heads/Directors of the UTDs/, Cetres and Cells etc. of M.D. University Rohtak are kindly requested to display this Notice on their 'Notice Board' for information, and also circulate the same amongst their Faculty Members/Research Scholars to submit the Proposal and Report, etc. 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 visit <https://mdu.ac.in/Department/OfficeMain.aspx?Dept=125> for the HEC-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].

No. HEC-57 Dated 04.08.2026

Copy to:-

1. Chairperson, HEC-MDU Rohtak for kind information.
2. Dean R&D Cell, MDU Rohtak for kind information.
3. All Head/Directors of the Department/Centres/Cells of the MDU Rohtak for information and circulation amongst faculty members
4. Director UCC, MDU Rohtak for uploading this 'NOTICE' on MDU website/webpage
5. Concerned UTDs faculty members.


(HEC Member Secretary)
Member Secretary
Human Ethics Committee (HEC)
M.D. University, Rohtak