

Research Committee Important information

**Pre-requisite for sending research proposal to Research Committee**

- It should be in GMCH format for research proposal.
- Research proposal format can be download from website [www.gmch.gov.in](http://www.gmch.gov.in)  
Go to the section of download and then research proposal proforma.
- It should be signed document by PI and CI(s).
- It should be a single document in PDF format and not a cam scanned or word document.
- Each document should have
  - a) A research proposal
  - b) Annexure(s)
  - c) PIS (Hindi and English)
  - d) Informed Consent (Hindi and English)
  - e) Ethical justification
  - f) Data Record form
  - g) Undertaking
- *All this should be sent as single document*
- Undertaking by PI and CI(s)
  - This is his/her original work and has not be copied from other project/published work.
  - Contents of the proposal are plagiarism checked.
  - In case of funded projects mention that the project has not been submitted to more than one funding agencyCovering letter should mention the title of project, number of copies send (3), email send at [research.comittee.gmch@gmail.com](mailto:research.comittee.gmch@gmail.com) and document checklist (a-g).
- In Case of Multi-centre study submit a copy of Ethics committee approval of the primary research centre
- In case of involvement of agency outside GMCH, a copy of approval of involvement with such agency obtained from Director Principal should be submitted

**Meeting Days:** 10<sup>th</sup> of Every month except January; June and July. In case 10<sup>th</sup> of month is a holiday next day will be considered for meeting. Change in Date will be informed.

**Project Submission Deadline:** 3<sup>rd</sup> of every month (1 week prior to meeting) for submitting  
4<sup>th</sup> of every month (to reviewer)

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4/03/19

**Place of submission of document:**

- The documents should be submitted in form of 3 hard copies to Mr Anil Yadav, Academic Branch, Extn no 4225
- simultaneous email at [research.committee.gmch@gmail.com](mailto:research.committee.gmch@gmail.com)

**Tracking your proposal:**

- Changes suggested will be emailed to concerned person in next 2-3 days.
- In case changes are received over next 2-3 days then the project will be proved with the final minutes, other wise it will be taken in subsequent meeting
- Final minutes will be available only once all the members have signed the same. (7-10 working days from the date of meeting).
- Candidate(s) must make changes and send the changed version as a completely new document via email. This version must be submitted as revised version. It should mention RC No, Point wise clarification and a complete revised proposal document.

**Pre-requisite of approval of project:**

1 Hard copy of final version and soft copy in pdf format with Research Committee proposal number on covering letter must be submitted and email at above mentioned address.

Prof. Jagdish Chander  
Member

Prof. G.P. Thami  
Member

Prof. Ravneet Kaur  
Member

Dr. Ajeet Sidana  
Member

Dr. Dinesh Walia  
Member

Dr. Vanita Ahuja  
Member

Dr. Anshu Palta  
Member

Dr. Bharti Goel  
Member

Prof. Suksham Jain  
Convener

Prof. Jasbinder Kaur  
Chairperson