

**List of SOPs of the Institutional Ethics Committee**

<b>No</b>	<b>Title of the Standard Operating Procedures (SOPs)</b>	<b>SOP No.</b>
1	<i>Preparation of Standard Operating Procedures for Institutional Ethics Committee</i>	<i>SOP 01</i>
2	<i>Constitution of Institutional Ethics Committee (IEC), Selection, Roles and Responsibilities of Members of the IEC</i>	<i>SOP 02</i>
3	<i>How to Handle Conflict of Interest</i>	<i>SOP 03</i>
4	<i>Selection and responsibilities of Independent Consultants</i>	<i>SOP 04</i>
5	<i>Procedures for allowing Guest/ Observer to visit Institutional Ethics Committee or attend IEC Meeting</i>	<i>SOP 05</i>
6	<i>Management of Submission of Research Study Protocol and Study Related Documents</i>	<i>SOP 06</i>
7	<i>Categorization of Submitted Protocols for Ethics Review</i>	<i>SOP 07</i>
7A	<i>Initial Full Board Review of New Research Study Protocols</i>	<i>SOP 7 A</i>
7B	<i>Expedited Review of Research Study Protocols</i>	<i>SOP 7 B</i>
7C	<i>Exemption from Ethics Review of Research Study Protocols</i>	<i>SOP 7C</i>
8	<i>Agenda Preparation, Meeting Procedures and Recording of Minutes</i>	<i>SOP 08</i>
9	<i>Review of Resubmitted and Amended Protocol and Protocol-related Documents</i>	<i>SOP 09</i>
10	<i>Continuing Review of Study Protocols</i>	<i>SOP 10</i>
11	<i>Review of Protocol Deviation / Non-Compliance / Violation / Waiver</i>	<i>SOP 11</i>
12	<i>Review of Serious Adverse Events (SAE) Reports</i>	<i>SOP 12</i>
13	<i>Review of Study Completion Reports</i>	<i>SOP 13</i>
14	<i>Management of Premature Termination / Suspension / Discontinuation of the Study</i>	<i>SOP 14</i>
15	<i>Request for Waiver of Written Informed Consent and Waiver of Consent</i>	<i>SOP 15</i>
16	<i>Site Monitoring and Post-Monitoring Activities</i>	<i>SOP 16</i>

17	<i>Dealing with Participants' Requests and Complaints Coming to Ethics Committee</i>	<i>SOP 17</i>
18	<i>Maintenance of Active Study Files, Administrative Records of the Ethics Committee, Archival and Retrieval of Closed Study Files</i>	<i>SOP 18</i>
19	<i>Reviewing Proposals involving Vulnerable Populations</i>	<i>SOP 19</i>
20	<i>Preparing for Ethics Committee Audit/ Inspection</i>	<i>SOP 20</i>
21	<i>Training of Ethics Committee Members</i>	<i>SOP 21</i>