IAP National Independent Ethics Committee

Process for submission of the protocols

Dear IAP members,

Welcome and thanks for deciding to submit your research protocol to this committee!

The protocols will be submitted on the website https://iecmanager.org/

Website for protocol submission



Steps for submission of the protocol on this website STEP-1

• Find 'Search your institute' and type 'Indian Academy of Pediatrics ' and click on 'Go'



Steps for submission of the protocol on this website STEP-2

- You will reach the page below.
- Login or register your self

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Steps for submission of the protocol on this website STEP-3

- Fill the form (shown below) and submit
- Send an email (with subject as 'New registration for IAP Ethics Committee') to <u>harishpemde@gmail.com</u> and <u>dr.rajakumar71@gmail.com</u>
- The processing of the submission is manual and will take 2-3 days.
- You will receive an email from '**eEC** <eec.noreply@iecmanager.org> <u>via</u> sendgrid.net' with the subject '**e-EC You have been Registered as PI'** after approval of your registration.
- You can then set-up your password.

Steps for submission of the protocol on this website STEP-4

- After the approval of your registration, use the same steps and Login using your email and password set by you.
- Find Submit new project on 'Dashboard'
- Fill the form and upload the required documents, and

- Submit
- You will receive the information for presentation of your project to IAP Ethics Committee

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