

## CONDITIONS FOR REVIEWING APPLICATIONS FROM EXTERNAL INSTITUTES

### 1. Eligibility of the Applicant Institution

The external institution must be a recognised academic, research, or not-for-profit organization engaged in health or social research. The institution must not be under any regulatory or legal sanctions related to research ethics.

### 2. Type of Research Permitted

The IEC will review only studies relevant to KHPT's thematic areas (e.g., Public Health, Climate-Health, Urban Health, Women's Health, NCDs and Mental Health, Adolescent Health, Tuberculosis Research, Community-Based Health Interventions, Gender and Health, Health Research on Vulnerable Populations or any other studies that deemed fit for review by the Chairperson of KHPT IEC). The research must involve human participants and identifiable data requiring ethics oversight.

### 3. Prior IEC Review Status

Applications that have already been reviewed and approved/rejected by another registered IEC must disclose this information, along with documented proof. Duplicate submissions or "ethics shopping" will not be entertained.

### 4. Documentation Requirements

Submission of a complete application form with all required study documents (protocol, informed consent forms, tools, investigator CVs, funding details, risk-benefit assessment, and insurance if applicable). Formal request letter from the head of the external institution stating the reason for approaching KHPT IEC. Agreement to comply with KHPT IEC policies and SOPs.

### 5. Administrative Requirements

Payment of a review fee (if applicable) for external applications. Availability of a Memorandum of Understanding (MoU) or Data Sharing Agreement, if KHPT's involvement in monitoring, data handling, or participant referral is expected.

### 6. Compliance & Accountability

The Principal Investigator (PI) must take full responsibility for the conduct of the study as per the approved protocol and provide progress/annual/final reports to KHPT IEC. **The PI must agree to permit site monitoring visits or audits by KHPT IEC if required. The PI must immediately report any protocol deviations, adverse events, or ethical concerns.**

### 7. Exclusion Criteria

Applications from commercial/pharma companies without collaborative linkage to KHPT or relevant partners may not be considered. Studies that conflict with KHPT's mission or values, or pose high reputational/ethical risks, will not be reviewed.