

## SOP: 16

### POLICY TO MONITOR OR PREVENT CONFLICT OF INTEREST

#### PURPOSE:

To describe the process to identify and manage conflict of interest among members of Institutional Ethics Committee (IEC), IGIDS

#### SCOPE

Applicable to members of IEC, IGIDS.

#### RESPONSIBILITY:

All IEC members are responsible for understanding the definition of Conflict of Interest (COI) and for self-identifying and disclosing the same. The Chairperson would need to ensure that COI are identified, declared and managed by all members during initial and continuing review of research studies.

#### DETAILS AND PROCEDURE:

1. Conflict of Interest will refer to "A set of conditions in which professional judgment concerning a primary interest like patient's welfare or the validity of research tends to be or appears to be unduly influenced by a secondary interest like non-financial (personal, academic or political) or financial gain. (ICMR guidelines for Biomedical research, 2017)

#### 2. A personal COI is said to exist when:

i) There is immediate family relationship (spouse, parent or parent of a spouse, child or child of a spouse, sibling or sibling of a spouse, or a dependent -who resides with an IEC member or consultant or who receives 50% or more support from an IEC member, regardless of age) or other close personal relationship ("step" relationships included) with the investigator, or with co-investigators.

Prepared by:  
Prof. Manoharan PS  
Member, IEC

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Prof. Dr. Pratebha B  
Member Secretary, IEC, IGIDS

Verified by:  
Prof. Dr. Aruna Sharma  
Principal-IGIDS, SBV

Approved by:  
Prof. Dr. R. Madhavan Nirmal  
Chairman, IEC, IGIDS, SBV

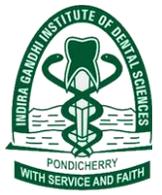




## INSTITUTIONAL ETHICAL COMMITTEE

### INDIRA GANDHI INSTITUTE OF DENTAL SCIENCES

Ethics Committee Registration No: ECR/290/Indt/PY/2018



ii) IEC member or his/her immediate family member serves as a contributor to the research project as a collaborator, consultant, research staff or financier. Research study is submitted by a departmental colleague/senior (may be regarded as a personal conflicting interest if applicable).3.

#### A professional COI is said to exist when

1. IEC member or his/her immediate family member serves as trustee, director, manager, or scientific advisor of the funding agency sponsoring the research.
2. A financial COI for IEC members and immediate family exists
3. IEC member or the spouse or dependent of a member receives monetary benefits including, but not limited to, salary or payments for other services (e.g., consulting fees or honoraria), equity interests (e.g., stock, stock options, or any other ownership interests) and intellectual property rights (e.g., patents, copyrights, product or service being evaluated)
4. There should be no conflict of interest. The members shall voluntarily withdraw from the Ethics committee meeting while making a decision on an application which evokes conflict of interest which may be indicated in writing to the chairman prior to the review and be recorded so in the minutes. All members shall sign a declaration on conflict of interest.
5. A member must voluntarily withdraw from the IEC while making a decision on an application which evokes a conflict of interest which should be indicated in writing to the chairperson prior to the review and should be recorded so in the minutes. If one of the members has her/his own proposal for review, then the member should not participate when the project is discussed.
6. No IEC member will participate in the IECs initial or continuing review of any project in which the member has a conflicting interest, except to provide information requested by the IEC

#### 7. SOP for Management of COI

The IEC member should determine whether he/she has a COI before reviewing research and declare all certain or potential conflicts of interest prior to engaging in any review process. IEC members should not participate in discussing or decision making on research proposals

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## SRI BALAJI VIDYAPEETH

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**INSTITUTIONAL ETHICAL COMMITTEE**

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applications reviewed at any level (exempt, expedited, or full-board) when they have conflicts of interest except to provide information requested by the IEC

In case of a COI,

- i) IEC members will disclose the COI (Refer Disclosure form below)
- ii) IEC members will not serve as reviewers
- iii) IEC members will not participate in the discussion and decision making for the concerned study
- iv) IEC Member Secretary and the Secretariat will record the points related to disclosure and management of COI of IEC members in the IEC minutes.

I am aware of the policy of the IEC regarding Conflict of Interest (COI) and that no reviewer may participate in the review, comment or participate in decision making of any activity in which he/she has actual/potential conflict of interest except to provide information as requested by the IEC.

I declare \_\_\_\_\_ (actual or potential COI) in relation to the proposal entitled “\_\_\_\_\_” submitted for review to the IEC. The reason for COI is \_\_\_\_\_

I will refrain from the review process and /or discussion at the IEC meeting / and also will not take part in ongoing and periodic review and monitoring of this study.

\_\_\_\_\_ Signature of IEC Member \_\_\_\_\_ Date

\_\_\_\_\_ Chairperson’s Signature \_\_\_\_\_ Date

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