

## Institutional Ethics Committee (IEC)

Seth GS Medical College and KEM Hospital, Mumbai, Maharashtra,  
India, 400012.

**Office address:** UG/PG, Hostel Building, Ground Floor,  
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Working Days	Office Working Hours	IEC office hours for submission of documents
Monday to Friday	09.30 am to 05.00 pm	01.30 pm to 04.30 pm
Saturday	09.30 am to 01.30 pm	10.30 am to 12.30 pm

- The IEC office will remain **closed** on **Sunday, all Bank Holidays** and on the **last working day** of **every month** for monthly data update of IEC's.
- During **non-working hours (including Sundays and holidays)** of the IEC office investigators are requested to report serious adverse events (**SAEs**) to the IEC **via email via Email ID: [iec-1@kem.edu](mailto:iec-1@kem.edu)**, with details. Submit the **hard copy on the next working day** to the IEC office.



Mrs. Janhavi (Nayan) Katkar  
General Manager, IEC

## IEC-I



Ms. Shweta Surve  
Deputy Manager



Ms. Prajakta Auti  
Deputy Manager



Mrs. Manasi Kambli  
Deputy Manager

## IEC-II



Ms. Rasika Nikharange  
Sr. Executive Assistant



Ms. Shital Morajkar  
Executive Assistant

## IEC-III



Mr. Pranay Toraskar  
Executive Assistant



Ms. Sayali Rane  
Executive Assistant



Ms. Mangesh Khochade  
Office Assistant, IEC



Mr. Chetan Solanki  
Office Attendant, IEC