



## INSTITUTIONAL ETHICS COMMITTEE (IEC)

Seth G. S. Medical College and KEM Hospital, Mumbai.

### Annexure 1

AX 01/SOP 18/V7

### Complaint/Appeal Record Form for Investigators

<b>Date</b>	
<b>Received by</b>	
<b>Complaint/ Appeal received through</b>	<input type="checkbox"/> Letter to Head of the Institution: ..... <input type="checkbox"/> Letter /Date: ..... <input type="checkbox"/> E-mail /Date: ..... <input type="checkbox"/> Walk-in / Date /Time: ..... <input type="checkbox"/> Other, specify: .....
<b>Investigator's Name</b>	
<b>Contact address</b>	
<b>Phone</b>	
<b>Details of complaint/appeal</b>	
<b>Deliberations with investigators</b>	
<b>Actions taken</b>	
<b>Outcome</b>	

Signature of the IEC Member Secretary/Chairperson: .....

Date: .....