Office of the Institution Ethics Committee
Pt. Jawaharlal Nehru Govt. Medical College, Chamba, Distt. Chamba H. P.
E-Mail Address = iecptjlngmch@gmail.com
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No/GMC/IEC/Physiology/2026 185 Dated Chamba the: - /2026

CIRCULAR

ONE-DAY WORKSHOP ON GOOD CLINICAL PRACTICE (GCP)
Basic Orientation Programme for Faculty and Postgraduate Students
Date: Thursday, 26 November 2026
Venue: Pt. Jawahar Lal Nehru Government Medical College & Hospital, Chamba, Himachal Pradesh
Target participants: Faculty members and postgraduate students
Workshop Coordinator: Dr. Parveen K. Sharma, Professor & Head, Department of Pharmacology, SLBS Government Medical College, Ner Chowk, Mandi
Timing: 9:00 AM – 5:00 PM

Proposed scientific programme

Time	Session / Topic	Duration
8:30–9:00 AM	Registration and pre-workshop assessment	30 min
9:00–9:15 AM	Inaugural session and introduction to workshop objectives	15 min
9:15–10:00 AM	Session 1: Fundamentals of Good Clinical Practice — History, objectives, ethical principles, ICH-GCP E6(R3) and overview of Indian regulations Dr. Bikash Medhi	45 min
10:00–10:45 AM	Session 2: Ethics in Clinical Research — Ethical principles, role of IEC, risk–benefit assessment, vulnerable populations Dr. PK Sharma	45 min
10:45 AM–11:30 PM	Session 3: Informed Consent Process — Essential elements, consent documentation, special situations and common errors Dr. Bikash Medhi	45min
11:30–11:45 AM	Tea break	15 min
11:45–12:30 PM	Session 4: Conduct of Clinical Trials — Clinical trial phases, protocol, investigator responsibilities, randomisation, blinding and protocol deviations Dr. Prakash	45 min

12:30–1:15 PM	Session 5: Adverse Event Monitoring and Reporting — AE, SAE, causality assessment, reporting responsibilities and timelines Dr. Bikash Medhi	45 min
1:15–2:00 PM	Lunch break	45 min
2:00–2:45 PM	Session 6: Essential Documentation and Data Integrity — Source documents, CRFs, essential records, ALCOA+ principles and common documentation errors Dr. PK Sharma	45 min
2:45–3:00 PM	Tea break	15 min
3:00–4:00 PM	Session 7: Interactive GCP Workshop — Three case-based group exercises on informed consent, protocol deviations and SAE reporting	60 min
4:00–4:15 PM	Post-workshop assessment and feedback	15 min
4:15–4:30 PM	Valedictory session and certificate distribution	15 min

Yours sincerely,

Dr. Randeep Mann
Member Secretary
Institutional Ethics Committee
Pt.JLNGMC&H Chamba,
Himachal Pradesh
Dated

No as above :-
Copy to

1. The Principal Pt.JLNGMC&H Chamba for kind information please.
2. All the HOD's Pt.JLNGMC&H Chamba for information and necessary action please.
3. All the Faculty members Pt.JLNGMC&H Chamba for information and necessary action.
4. All the PG Students Pt.JLNGMC&H Chamba for information and necessary action.
5. The Nodal officer website Pt.JLNGMC&H Chamba for information and necessary action.
6. Notice Board

Dr. Randeep Mann
Member Secretary
Institutional Ethics Committee
Pt.JLNGMC&H Chamba,
Himachal Pradesh