



OFFICE OF THE DEAN / CEO
KHYBER GIRLS MEDICAL COLLEGE, PESHAWAR
GOVT. OF KHYBER PAKHTUNKHWA, HEALTH DEPARTMENT



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No 10541 /Estt./KGMC

Dated 08/12 /2025

OFFICE ORDER

The undersigned is pleased to approve the Advanced Studies Research Board (ASRB) and Graduate Committees to streamline and standardize the review process of research conducted at the institute. This measure aims to enhance the quality, accountability, and oversight of research conducted within the institution, ensuring compliance with institutional and ethical standards.

Approval from the ASRB or the relevant Graduate Committee will be **mandatory** before submission of the proposal to the Institutional Review & Ethical Board (IREB) for an ethical approval certificate.

The following procedural framework shall be adopted with immediate effect:

1. Research Proposal Submission (See the algorithm annexed)

- The faculty, registrars, and demonstrators/lecturers of MTI-HMC/KGMC, and postgraduate scholars of nursing, physiotherapy, and other allied health sciences who want to conduct their research in MTI-HMC/KGMC and its affiliate institutes shall submit their research proposals to the **Advanced Studies Research Board (ASRB)**.
- Trainee Medical Officers (TMOs), House Officers, Undergraduate Students of KGMC and other medical colleges, and Undergraduate Scholars from Allied Health Sciences who want to conduct their research in MTI-HMC/KGMC and its affiliate institutes, shall submit their research proposals to the **respective Graduate Committee**, depending on the subject area of their proposal.

2. Mode of Submission:

- All research proposals must be submitted **online** through the **official website of the Research Deanery** (<http://rdkgmc.com>). No hard copies or direct submissions will be entertained.

Research scholars are advised to visit the website of the Research Deanery for the TORs of ASRB and GCs for further details. The website also features comprehensive guidance on the submission process and has all the relevant documents available for downloading.

For any further clarification, please contact the ASRB Office at asrb@kgmc.edu.pk



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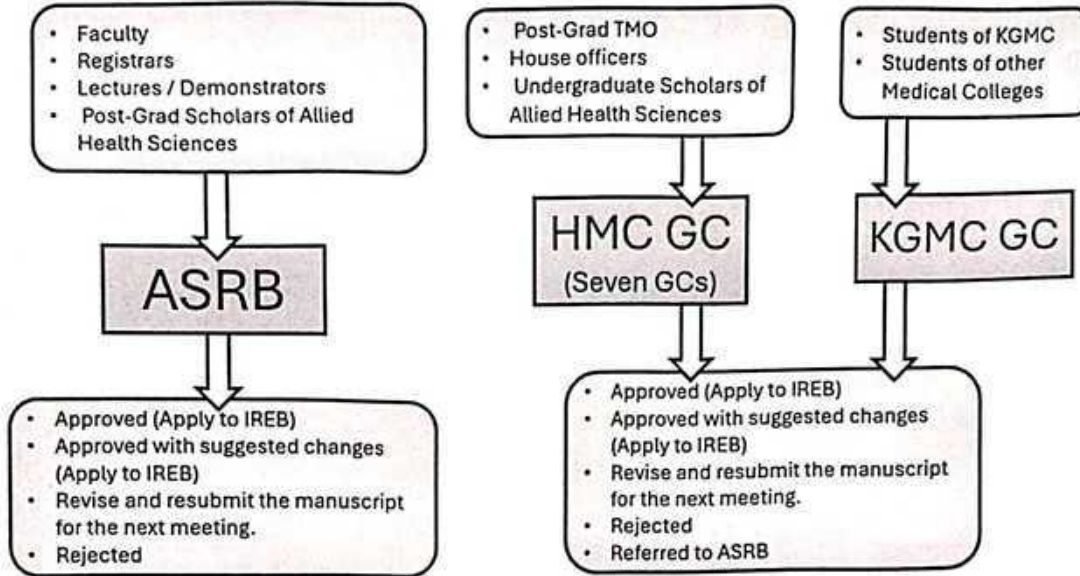
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DEAN / CEO
MTI HMC/ KGMC
Hayatabad Peshawar.

No. 10541-S1 /Estt./KGMC

Copy of the above is forwarded to:

1. The Vice Dean, KGMC, Peshawar.
2. The Medical Director MTI HMC/ KGMC, Peshawar.
3. The Hospital Director MTI HMC/ KGMC, Peshawar.
4. All the Director Affiliate Institutes MTI HMC/ KGMC, Peshawar.
5. The Associate Dean (Research) MTI HMC/ KGMC, Peshawar.
6. All the Chairpersons Basic and Clinical Science Departments MTI HMC/ KGMC, Peshawar.
7. The Manager-HR, KGMC, Peshawar.
8. The Manager-HR, HMC, Peshawar.
9. The Secretary to Chairman, BoG, MTI HMC/ KGMC, Peshawar.
10. The Accounts Officer, KGMC, Peshawar.
11. The PS to Dean KGMC Peshawar.

DEAN / CEO
MTI HMC/ KGMC
Hayatabad Peshawar.