<date of issuance>

**<name of the PI/LR>**

Principal Investigator?Lead Researcher

<affiliation>

<address>

**Re: Decision on <Initial Review/Resubmission No.\_> of <protocolcode>**

**Title: <protocol title>**

Dear <name of PI/LR>,

The **Palawan State University Research Ethics Review Committee (PSURERC)** reviewed your study/resubmission of your study titled “<title>” and is requesting further clarification and revision.

The Commiittee reviewed the following: <name of documents>. As a result of the review, the committee decision is ***<decision>*** due to <reasons>. Recommended revisions and clarifications are summarized below:

**Study Protocol** (refer to Study Protocol Assessment Form for the specific item number included)

* Item No. <no.> – <comments>

**Informed Consent Form** (refer to Informed Consent Assessment Form for the specific item number included)

* Item No. <no.> – <comments>

**Other Documents and Concerns**

* <Document name or concern> - <comments>

Please note that resubmissions are required to be in electronic copies and include the following:

Filled out PSURERC Form 2.2A Review of Resubmitted Study Protocol Form

Revised study protocol (with **boldfaced and underlined** revisions, line numbers, and footnote: <protocol code\_SP\_vn> where SP means study protocol, v is version, and n = version number; initial study protocol is always version 1)

Revised informed consent form (ICF) (with **boldfaced and underlined** revisions, line numbers, and footnote: <protocol code\_ICF\_vn> where ICF is informed consent form, v is version, and n = version number; initial ICF is always version 1)

Other revised documents (e.g., survey questionnaires, interview guide, etc.) should also include **boldfaced and underlined** revisions, line numbers, and footnotes: <protocol code\_document name\_vn> where document name could be questionnaire/interview guide/checklist, v is version, and n = version number; the initial document is always version 1)

Additional documents required

Please note that the cut-off for submission of the revised study protocol is <date>. Also, please note that resubmissions can only be accepted within 60 days from the date of this letter. Failure to respond within 60 days from the date of this letter will inactivate the application, and the study protocol will be archived. Subsequent submissions will be processed as initial review. Should you have any questions or clarifications regarding the abovementioned recommendations, please contact the undersigned through the PSURERC Secretariat. The PSURERC looks forward to your immediate response and action.

Very truly yours,

**<NAME OF CHAIR>**

Chair, PSURERC