**Delegated Engineering Ethics Committee (DEEC) &**

**Biomedical and Scientific Research Ethics Committee (BSREC):**

**Application Form for Research Ethical Approval**

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| **Date:** Click here to enter text. | **Version:** 1 | |
| **SECTION 1. APPLICANT DETAILS** | | |
| **1.1 APPLICANT** | | |
| **Applicant’s Title (optional):** Mr  **Applicant’s Forename:** Juheb  **Applicant’s Surname:** Habib  **School or Department:** Engineering  **Warwick e-mail address:** juheb.habib@warwick.ac.uk  **Contact telephone number:** 07949164992 | | |
| **Applicant’s Status:** | | |
| **STUDENT:** | | |
| **Undergraduate Student**  **Taught Postgraduate Student**  **Postgraduate Research Student**  **Name of course/qualification:** Electronic Engineering | | |
| **1.2 SUPERVISOR** | | |
| **Supervisor’s Title:** Dr  **Supervisor’s Forename:** James  **Supervisor’s Surname:** Covington  **Supervisor’s Post:** Professor  **Supervisor’s Warwick e-mail address:** J.A.Covington@warwick.ac.uk  **Supervisor’s contact telephone number:** 02476574494 | | |
| **1.3 OTHER INVESTIGATORS/COLLABORATORS (INTERNAL & EXTERNAL)** | | |
| **Please list all other known collaborators, internal and external to Warwick, including the name of the company/organisation or Investigator’s Warwick department/school and their role in the project:**  N/A | | |
| **1.4 REFERRALS** | | |
| **Has the Project been referred to BSREC from another REC or delegated process?**  *If yes, please provide the reason:*  **Referred by HSSREC as project involves the NHS**  **Referred by department as not within the remit for delegated approval**  **Other**  Please provide details: Click here to enter text. | | **Yes  No** |
| **1.5 TRAINING** | | |
| **Have you completed the Epigeum Research Integrity Training?**  **Please attach your certificate with your application.**  *The Research Integrity training courses can be found* [*here*](https://warwick.ac.uk/services/od/ras/opportunities/development_support/research_integrity)*.*  *Please note, it is mandatory for all staff involved in the delivery of research to complete the concise version (45 minutes) of the training. Research students are advised to complete the full version.*  *All staff and students applying for ethical approval must also complete the supplementary ‘Protecting Human Participants’ module (15 minutes). If the training has been completed within the last 3 years, this will be accepted.* | | **Yes**  **No** |

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| **SECTION 2. PROJECT DETAILS** | | | | |
| **2.1 Project Title:** | | Click here to enter text. | | |
| **2.2 Estimated start date:**  *Please indicate when you intend to commence research activities that involve human participants / data.* | | Click here to enter text. | | |
| **2.3 Estimated completion date of project:** | | Click here to enter text. | | |
| **2.4 Does the project involve the NHS or social care:** | | Yes:  No: | | |
| **2.9 Links with other BSREC applications**  Is the project linked to any other BSREC application?  **If yes:**  Project title:  Chief Investigator:  BSREC Reference (if known):  Nature of linkage: | | **Yes**  **No**  Click here to enter text.  Click here to enter text.  Click here to enter text.  Click here to enter text. | | |
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| **SECTION 3: BACKGROUND/LAY SUMMARY** | | | | |
| **Please provide a lay summary of the project:**  The summary should be easily understood by someone who is not an expert in the area. Definitions and explanation of terms should be provided (avoid technical language).  *To include:*   * *a description of the proposed study and population to be studied building on review of previous studies/evidence* * *the scientific benefit of the proposed study*   Click here to enter text. | | | | |
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| **SECTION 4 RISK ASSESSMENT AND ETHICAL CONSIDERATIONS CHECKLIST** | | | | |
| **Complete the checklist ticking ‘Yes’ or ‘No’ to all questions.**  **Where you have ticked ‘Yes’ to a question below, you will need to specifically address the ethical issues raised by that point and detail what safeguards will be put in place to minimise the potential risks/harm in the relevant section of the application form or in the space provided.** | | | | |
|  | | | **Yes** | **No** |
| **A** | **Does the study involve participants who are particularly vulnerable or unable to give informed consent or in a dependent position** (e.g. children, your own students, over-researched groups, people with learning difficulties, people with mental health problems, young offenders, people in care facilities, prisoners)?  *If yes, please provide details:* Click here to enter text. | |  |  |
| **B** | Will participants be taking part in the study **without their consent or knowledge** at the time, or will **deception** of any sort be involved (e.g. covert observation of people in non-public places)?  *If yes, please provide details:* Click here to enter text. | |  |  |
| **C** | Is there a risk that the **highly sensitive nature** of the subject might lead to **disclosures** from the participant concerning their involvement in illegal activities or other activities that represent a threat to themselves or others (e.g. sexual activity, drug use, or professional misconduct)?  If yes, please provide details: Click here to enter text. | |  |  |
| **D** | Could the study induce **psychological distress or anxiety**, or produce **humiliation**, or **cause** **harm**, or lead to **negative consequences** beyond the risks encountered in normal life?   * *Applicable to studies involving sensitive topics, vulnerable participants as well as studies involving driving experiments, simulators, computational or physiological experiments. For the latter, please detail potential risks associated with any equipment and how these will be monitored and addressed in the space below.* * *Please also consider the risk to individuals if any personally identifiable data collected as part of the study is accidently disclosed. Please see guidance note for more information.*   If yes, please provide details: Click here to enter text. | |  |  |
| **E** | Does the study involve **substantial** **physical exertion**?  If yes, please provide details: Click here to enter text. | |  |  |
| **F** | Does the study involve the **administration** of any substance?  If yes, please provide details: Click here to enter text. | |  |  |
| **G** | Does the study involve **physically intrusive procedures**, use of **bodily materials** or **human tissue**, or **DNA/RNA analysis**?   * *Approval from the University’s GMBSC (Genetic Modification and Biosafety Committee) is required before collection or use of any of these materials within the United Kingdom.* * *For studies overseas, please consult the GMBSC to confirm that the require risk assessments are completed.*   If yes, please provide details: Click here to enter text. | |  |  |
| **H** | Is any **reward**, including travelling and other expenses, to be given to participants?  If yes, please provide details and justification for this, to ensure this is appropriate, and **not** seen as a bribe or to coerce participants into taking part.   * *Please consider what reward (if any) would be most appropriate for your participants. In some cases, cash payments may be appropriate, in other cases vouchers may be more suitable. Consideration should be given to the cultural context of your study. When providing vouchers, please consider that a range of options are available and the most suitable option for your participants should be selected. More guidance can be found* [*here.*](https://warwick.ac.uk/services/ris/research_integrity/researchethicscommittees/biomed/faqs/#payments)   Click here to enter text. | |  |  |
| **I** | Could the proposal give rise to researchers having any **conflicts of interest**?  [***https://warwick.ac.uk/services/finance/resources/regulations/fp1***](https://warwick.ac.uk/services/finance/resources/regulations/fp1)   * *Consider relationships/previous personal interactions with participating organisations, participants etc.*   If yes, please provide details including how this will be managed: Click here to enter text. | |  |  |
| **J** | Will any part of the project be undertaken overseas?  If yes, please state which Country/Countries, the locations at which the project will be undertaken, e.g. public place, school, company, hospital, University, researcher’s office, including the services of an overseas cloud hosting provider for storage or a market research company etc. and the local permissions in place for this (where required): Click here to enter text.  Please see University Guidance for data processing overseas: [International Data Transfers (warwick.ac.uk)](https://warwick.ac.uk/services/legalandcomplianceservices/dataprotection/internationaldatatransfers) | |  |  |
| **K** | Will the researchers go to any areas where their **safety may be compromised**?  If yes, please provide details, including what measures will be put in place to minimise risks and ensure the researcher’s safety. A risk assessment should be submitted with the application: Click here to enter text. | |  |  |
| **L** | Will **pregnant individuals** be participants in the study?   * *Please note, while you may not purposefully be recruiting pregnant individuals to the study, consider if any special measures would need to be put into place or if it is appropriate for these individuals to take part, e.g. safety risks.* * *If you are not excluding pregnant individuals but not asking for this information (e.g. it is not relevant for the study) please tick ‘Yes’ but state that there are no foreseeable risks for this group, if applicable.*   If yes, please provide details: Click here to enter text. | |  |  |
| **M** | **Will the study involve children under 5 years old?**  **If yes, please provide details:** Click here to enter text. | |  |  |
| **N** | **Is the research commissioned by the military?\***  **If yes, please provide details:** Click here to enter text. | |  |  |
| **O** | Is the research commissioned under an **EU security call**?\*  If yes, please provide details: Click here to enter text. | |  |  |
| **P** | Does the research involve the acquisition of **security clearances?\***  If yes, please provide details: Click here to enter text. | |  |  |
| **Q** | Does the research concern **terrorist or extreme groups**?\*  If yes, please provide details: Click here to enter text. | |  |  |
| **R** | Does the research involve an **intervention**?   * *An “intervention” here is understood as a systematic controlled change of participant conditions, which could be psychological or physical. It can include but is not limited to changes in diet, activity, access to information, or use of certain products.*   If yes, please provide details: Click here to enter text. | |  |  |
| **S** | Is your research funded by or are you collaborating with a non-UK military organisation?  *Military Organisations means organizations, departments, or individuals authorized by a Governmental Entity to defend or engage in combat for a country or who otherwise engage in activities of a military nature or function.*  If yes, please provide details: Click here to enter text. | |  |  |
| **T** | Are you transferring (physically, electronically or verbally) any technologies, material, equipment or know-how listed in the categories below, to any non-UK organisation?  Categories:  0- Nuclear materials, facilities and equipment  1- Special materials and related equipment  2- Materials processing  3- Electronics  4- Computers  5- Telecommunications and "information security"  6- Sensors and lasers  7- Navigation and avionics  8- Marine  9- Aerospace and Propulsion  If yes, please provide details and advise at what [Technology Readiness Level (TRL)](https://en.wikipedia.org/wiki/Technology_readiness_level) the work is. The intention here is to understand whether the academic activity can be categorised as “Basic Scientific Research” as defined [here](https://www.gov.uk/guidance/export-controls-applying-to-academic-research). Click here to enter text. | |  |  |
| **U** | Does the technology, material, equipment or know-how have the potential to support the design, development, production, stockpiling or use of nuclear, chemical or biological weapons?  If yes, please provide details: Click here to enter text. | |  |  |
| **V** | Do you have any concerns that the end user of this research could use the technology, material, equipment or know-how to support the design, development, production, stockpiling or use of nuclear, chemical or biological weapons?  *The end user can be one or all of the following: The funder of research; Partners and/or collaborators in the research project and organisations that these partners/collaborators engage with, whether or not these are directly involved in the project; Organisations that you are sharing data/materials/know-how with, whether or not these organisations are directly involved in the production of the research*  If yes, please provide details: Click here to enter text. | |  |  |
| **W** | Are you receiving any technology, material, equipment or know-how from the US or which is subject to US export control? ([Guidance here](https://warwick.ac.uk/services/ris/export-controls/other-controls/)).  If yes, please provide details: Click here to enter text. | |  |  |
| **X** | Does the study involve any additional ethical considerations or risks to participants or the researcher that are not listed above?  If yes, please provide details: Click here to enter text. | |  |  |
| *\* Please refer to the University webpages on* [*Prevent Duty*](http://www2.warwick.ac.uk/services/ris/research_integrity/code_of_practice_and_policies/research_code_of_practice/legal_regulatory_funding/prevent) | | | | |
| **SECTION 5: STUDY DESIGN, METHODOLOGY & ANALYSIS** | | | | |
| **5.1 Clearly state the research aim(s) of the project:**  *To include:*   * *a clear explanation and justification for the research question(s)/aim(s)*   Click here to enter text.  **5.2 What are the objective(s) for the project:**   * *Objectives are intermediate steps that will help you to meet your research aim(s)*   Click here to enter text.  **5.3 Study design and data collection methods:**  *To include:*   * *a clear description of the study design and data collection methods* * *a suitable design should reflect the aim(s) of the study* * *This may include ethnography/observations, interviews, focus groups, questionnaires, document analysis etc.* * ***Ethnography/Observations****- what/who will be observed, by whom, for how long? What equipment (if any) will be used for recording etc.?* * ***Interviews****- who is conducting the interviews, how, where and when- by telephone/in person/skype; will they be recorded- how? How long will they last? How will the interview guide be developed? etc.* * ***Focus groups****- who is leading, how will they be organised, when and where will they take place, how will they be recorded? How long will they last? etc.* * ***Questionnaires****- who has designed the questionnaire, who will distribute it, how long will it take to complete etc.* * ***Document analysis****- what documents will be requested, where from, by whom, what permissions are in place for this etc.* * ***Experimental*** *– what tests/lab work will be undertaken on participants, by whom, is specialist training required before undertaking?* * ***Secondary analysis of previously collected data****- analysis of data that has been previously collected by a third party for research or other purposes, that is not publicly available e.g. healthcare, student, financial records. Please state whether the data set is identifiable or anonymised.*   Click here to enter text.  **5.4 Data Analysis**  *To include:*   * *Specifically what data sets will be collected (name, date of birth, email address, ethnicity, health status, financial records, IP address etc.)* * *whether this data will be collected directly from participants (e.g. via questionnaires/interviews) or indirectly, from a third party (previously collected data set) and how i.e. web form, online application, paper form* * *Detail the analysis methods that will be undertaken e.g. content analysis, framework analysis,* *interpretative phenomenological analysis etc. and any statistical analyses.* * *Describe how and by whom any data will be transcribed, coded, de-identified, stored, transferred, accessed, archived* * *Any software used in the analysis should be specified and detailed how it will be used in the project*   Click here to enter text. | | | | |
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| **SECTION 6: RECRUITMENT** | | | | |
| **6.1 State the total number of planned participants and the sampling strategy; provide justification for this:**  *To include:*   * *The rationale behind the proposed size of the sample* * *Will the sample size provide enough data to answer the research question?* * *If sampling will be continued until saturation is reached, then this should be stated and linked to the research question* * *Sampling strategy- is this random, snowball, purposive, convenience etc.* * *What is the rationale for this- it should reflect the methodological framework for the study*   Click here to enter text.  **6.2** **Where applicable, state the breakdown of participants by type and number of each type of participant, e.g. children (include age), parents, teachers, health care professionals etc.:**  **Type of Participant: Number:**  Click here to enter text. Click here to enter text.  **6.3 Please provide clear inclusion criteria:**  Click here to enter text.  **6.4** **Please provide clear exclusion criteria:**  Click here to enter text.  **6.5 Please detail how participants will be recruited to the study:**  *To include:*   * *How participants will be identified/screened and approached; by whom?* * *Where participants will be recruited from and when?* * *Detail the source of any personal information that may be used to identify participants. If this information will be accessed by someone outside the team who would have access to this information as part of their day to day role, the reason for this should be explained, and permissions detailed e.g. healthcare, student records etc.* * *Will any vulnerable groups be recruited?* * *What materials will be used to recruit participants- please provide copies of posters, leaflets, invitation emails, etc.* * *Where will the above materials be advertised: list and provide details of locations, websites, social media etc.* * *Will any recruitment tools be used e.g. SONA- please specify and provide details.*   Click here to enter text. | | | | |
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| **SECTION 7: INFORMED CONSENT** | | | | |
| **7.1 Please detail the process for obtaining informed consent.**  *Informed consent* ***must*** *be obtained prior to the participant undergoing any research activities that are specifically for the purposes of the study. This should involve discussion with potential participants or their legally acceptable representative; the presentation of written materials e.g. participant information leaflet(s) –PIL(s) and consent form, and the opportunity to ask questions.*  *To include:*   * *How and when informed consent will be obtained- written, verbal etc. provide details and justification. Justification must also be provided if informed consent will* ***not*** *be sought or if consent will be assumed (please note this needs to be appropriate to the study type).* * *Who will be taking consent? What training has been undertaken for this?* * *When and how potential participants will be issued with the information leaflet, in what format and how long they will be given to consider taking part?* * *Does the study involve children- if so, will consent be obtained from parents, if not provide clear justification why not.* * *Are the informed consent materials appropriate for the target audience- consider age / language / literacy levels / cultures etc.*   Click here to enter text.  **7.2** **Please detail how participants withdraw from the study if they have requested to do so. Please also describe how participants can withdraw their data from the study after participation (if possible).**  *The process by which an individual can withdraw their participation from the study without giving a reason or experiencing any detrimental effects e.g. should they not wish to continue with their participation in an interview or focus group.*  *To include:*   * *Consideration for any data already collected up until this point- whether it is possible for this to be removed. E.g. it may not be possible to identify data once submitted for an anonymous survey. This needs to be clear in the participant information leaflet (PIL).* * *Researchers should specify up to what point participants can withdraw their data from a study and* ***how*** *a participant would request this- this also needs be clear in the participant information leaflet (PIL).* * *Consideration should be given to when data will be anonymised, analysed, published etc. make sure it is possible/feasible for data to be withdrawn if this is being offered to participants. It may be appropriate to provide a time frame for withdrawal.*   Click here to enter text. | | | | |
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| **SECTION 8: DATA COLLECTION, USE & STORAGE (DPA 2018 & GDPR)** | | | | |
| **For projects involving processing of personally identifiable data, please answer the questions below to map the data flow to indicate the data controllers and data processors. This can be submitted as a separate document if necessary, please see accompanying guidance note from the Legal and Compliance team.** | | | | |
| **8.1** **Does the project involve the collection, analysis or storage of personally identifiable data**?  **Yes  No**  *‘Personal data’ is****any information relating to an identified or identifiable natural person- a ‘data subject’.***  *An identifiable natural person is one who can be identified,****directly or indirectly****, in particular by reference to an identifier (such as a name, an identification number, location data, financial data, opinion, an online identifier), or to one or more factors specific to the****physical, physiological, genetic, mental, socio- economic, cultural, race, religion, trade union membership, political beliefs, medical, gender or social identity of****that natural person.*  **If yes, please provide details of what will be collected:** Click here to enter text. | | | | |
| **8.2. Does the project involve the collection, analysis or storage of any personally identifiable, special category data or criminal offence data?** **Yes  No**  *Special category data includes personal data which is by its nature, particularly sensitive in relation to fundamental rights and freedoms of individuals such as: racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data (for the purpose of identifying a natural person), data concerning health or data concerning a natural person's sex life or sexual orientation. This type of data merits specific protection as the context of its processing. Failure to handle this data correctly could result in significant risks to the fundamental rights and freedoms of the individuals.*  **If yes, please provide details of what will be collected and for what purpose**: Click here to enter text.  **What measures are being implemented to reduce or eliminate the risk to these participants’ data for the duration of the period that their personal data is collected and stored?** Please see accompanying guidance note for more information.  Click here to enter text. | | | | |
| **8.3 Does the project involve the collection or analysis of personal data relating to children under 13 or vulnerable groups?** **Yes  No**  *UK law provides that for data protection purposes an individual aged under 13 years old is considered a child. For the purposes of the GDPR, a child is someone aged under 16 years old, although Member States are able to reduce this age. Please consider Member State law as Parental/Guardian consent will be required for a child participating in the research*.  **If yes, please provide details of what will be collected:**  Click here to enter text.  **For what purpose do you need to process the children’s or vulnerable person’s data?**  Click here to enter text.  **What measures are being implemented to reduce or eliminate the risk to these participants’ data for the duration of the period that their personal data is collected and stored?**  Click here to enter text. | | | | |
| **8.4 Who will have access to the study data?**  *Include individuals internal and external to the University and what level of access they have to the data e.g. anonymised, pseudonymised, identifiable etc.*  *Please note you will need to hold a University approved data sharing/processing agreement with each third party (external to the University) with whom data is to be shared.*  Click here to enter text. | | | | |
| **8.5 During the project, will data be hosted on any external platforms or use new technology? Yes  No**  *e.g. Apps, online survey tools (qualtrics, Bristol online surveys etc.), recruitment tools (Prolific, SONA etc.), cloud hosting tools.*  *Please note that any online platforms or websites should be compliant with Accessibility legislation – see* [*https://warwick.ac.uk/terms/accessibility/authors\_guidance/*](https://warwick.ac.uk/terms/accessibility/authors_guidance/)  **If yes, please provide details of the system(s) and how they operate:** Click here to enter text.    Have you contacted Information Security ([informationsecurity@warwick.ac.uk](mailto:informationsecurity@warwick.ac.uk)) regarding whether these technologies will be required to go through the Software Procurement process? [Software Procurement | IDG | University of Warwick](https://warwick.ac.uk/services/its/servicessupport/software/purchasing) **Yes  No**  **How and when will the data be deleted and who by?**  Click here to enter text. | | | | |
| **8.6 Will any research activities be audio or video recorded? Yes  No**  *This needs to be clear in the participant information leaflet and consent form.*  **If yes, please provide details of what will be recorded, how long it will be kept, how it will be stored securely and how it will be deleted:** Click here to enter text. | | | | |
| **8.7 Will data be shared with any organisation external to the University for processing? Yes  No**  *e.g. external transcription services, external statistics support, archiving etc.*  **If yes, please provide details of the sharing arrangements: clarify whether the data shared will be identifiable, the external organisation to which it will be sent and what contracts/arrangements are in place to safeguard the data and ensure the data processors/controllers will comply with data protection requirements:** Click here to enter text. | | | | |
| **8.8 Please detail how, where, in what format and for how long the research data will be stored securely, including on back up storage.**  *e.g. hard/electronic copies, locked filing cabinets in researcher’s office, encrypted files, password protected devices, Warwick servers. Please also consider consent forms here. These should be stored separately to research data. Where possible, it is often preferable to digitise hard copies of data (e.g. consent forms) as quickly as possible and store securely on the University servers rather than in locked offices.*  *The University’s data retention policy for staff is that anonymised research data should be reviewed after 10 years to see if it should then be retained or deleted. Identifiable data such as audio/video recordings should be deleted as soon as they are no longer needed (e.g. after transcripts have been made).*  Click here to enter text. | | | | |
| **8.9 For this project, will data be processed, (to include the collation, collecting, distributing, sharing, accessing, reviewing, amending, deletion) transferred or stored in any Countries outside UK?**  **Yes  No**  *e.g. the use of transcribing service outside the UK , market research company, cloud hosting provider*  **If yes, please provide details of the country/countries and the collection/transfer/storage arrangements:**  Click here to enter text. | | | | |
| **8.10 Describe compliance and proportionality measures in place to satisfy the requirements of the Data Protection Act 2018 and the GDPR.**  *e.g. how will you ensure: fairness and transparency to research participants, data quality, data minimisation (only collect data which is necessary for the purpose(s) of the study), purpose limitation (no further processing of the data for purposes incompatible to those for which it was collected), de-identification of the data as soon as possible, appropriate technical and organisational measures in place to avoid unauthorised access and accidental loss or damage to data etc. Please see the accompanying guidance note from the Legal and Compliance Team to help answer this question.*  Click here to enter text. | | | | |
| **8.11 Is it anticipated that there will be any future use of the data? Yes  No**  *Future use of the data here refers to separate projects which may wish to make use of the research data collected for this project. E.g. you may later realise that research data for this project are useful for another project, in which case separate ethical approval will be required. Gaining consent from participants to allow for this future use will strengthen your case for ethical approval to use this data in future projects.*  *Please note, ‘future use’ is separate to ‘dissemination’ (below) which refers to the dissemination of research findings from this project.*  **If yes, please provide details (if known at this stage). This should be clear in the Participant Information Leaflet and on the consent form if there is potential for future use of this data:**  Click here to enter text. | | | | |

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| **SECTION 9: DISSEMINATION** |
| **Please describe the dissemination arrangements for the study:**  *To include:*   * *What will happen to the results at the end of the study?* * *Will this study have any opportunities for impact or are any impact-related activities planned?* * *How and where will the results be reported/published?* * *Are there any plans to notify/debrief the participants of the outcome of the study, either by provision of the publication, or via a specifically designed newsletter, presentation etc.?* * *If it is possible for the participant to specifically request results from the researcher when would this information be provided e.g. after the Final Study Report had been compiled or after the results had been published?*   Click here to enter text. |

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| **SECTION 10: FURTHER INFORMATION (OPTIONAL)** |
| **Please provide any further details/information relevant to this application that may aid the ethical review process.**  *To include:*   * *For complex studies with multiple work packages, collaborators or steering groups, applicants may wish to submit a protocol or supplementary documents in addition to this application form detailing the roles and responsibilities of each party.* * *Peer review* * *Flow diagram* * *Data management plan*   Click here to enter text. |

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| **SECTION 11: SUPPORTING DOCUMENTS** |
| The Engineering Ethics committee will need to review **all** participant facing documents associated with this application.  There may be more than one type of each document for each study, i.e. multiple participant information leaflets if there are different participant groups, or work packages.  Please specify below, which documents have been submitted with this application (where applicable):  Participant information leaflet(s)  Consent form(s)  Poster(s)/advertisement(s)  Invitation email(s)  Questionnaire(s)/Survey question(s)  Interview schedule(s)/topic guide(s)  Data Collection form  Data flow map  Data Management Plan  Risk assessment  Protocol (optional- needs to be consistent with the application)  Other, please specify: Click here to enter text. |

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| **SECTION 12. SIGNATURES AND DECLARATIONS** |
| **12.1 RESEARCHER/APPLICANT** |
| ***The information in this form together with any accompanying information is complete and correct to the best of my knowledge and belief and I take full responsibility for it.***  ***I undertake to abide by the University of Warwick’s*** [***Research Code of Practice***](https://warwick.ac.uk/services/ris/research_integrity/code_of_practice_and_policies/research_code_of_practice/legal_regulatory_funding/prevent/) ***in undertaking this study.***  ***I understand that BSREC grants ethical approval for projects, and that the seeking and obtaining of all other necessary approvals and permissions prior to starting the project is my responsibility.***  ***I confirm I am familiar with and will conduct my project in line with the General Data Protection Regulation (GDPR) and Data Protection Act 2018 (DPA 2018), reporting any data breaches to the University’s Information and Data Director:*** [***DPO@warwick.ac.uk***](mailto:GDPR@warwick.ac.uk)***.***  ***I understand that I must not begin research and related projects with human participants, their data or tissue until I have received full approval from the relevant Research Ethics Committee of the University of Warwick.***  ***I understand that any changes that I would like to make to this study after receiving approval from BSREC, including changes to the research team or study end date must follow BSREC procedures as detailed on the BSREC web pages.***  **Signature of Applicant:** Click here to enter text. **Date:** Click here to enter text. |
| Send a signed copy of the form to [eng.ethics@warwick.ac.uk](mailto:eng.ethics@warwick.ac.uk%20) along with copies of **all** study documentation, including questionnaires, interviews schedules/topic guides, posters/leaflets, invitation emails etc. |
| **12.2 SUPERVISOR SECTION (For Student Projects)** |
| ***I confirm that I have read this application and will be acting as the student researcher’s supervisor for this project.***  ***The proposal is viable and the student has the appropriate skills to undertake the research. Participant recruitment procedures, including the Information Leaflet(s) to be provided and the process for obtaining informed consent, are appropriate, and the ethical issues arising from the project have been addressed in the protocol.***  ***I have reviewed any questionnaires, interview schedules/topic guides where relevant, and these are appropriate for the project.***  ***I understand that BSREC grants ethical approval for projects, and that the seeking and obtaining of all other necessary approvals and permissions prior to starting the project is the responsibility of the student.***  ***I confirm I am familiar with and will ensure the student will conduct the project in line with the General Data Protection Regulation (GDPR) and Data Protection Act 2018 (DPA 2018) reporting any data breaches to the University’s Information and Data Director:*** [***DPO@warwick.ac.uk***](mailto:GDPR@warwick.ac.uk)***.***  ***I understand that research and related projects with human participants, their data or tissue must not commence without full approval from the relevant research ethics committee of the University of Warwick.***  **Name of Supervisor:** Click here to enter text.  **Signature:** Click here to enter text.  **Date:** Click here to enter text.  NB: An e-mail from the Academic Supervisor that states the above, in lieu of a signature on this form, may be sent to: eng.ethics@warwick.ac.uk |