**PROPOSAL REVIEW CHECK LIST**

**Name of Principal Investigator:**

**The emphasis in ethical review is indicated in the checklist below.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Review Item** | **Comment (evaluation of status of review item)** | **Remarks** |
| 1 | **Scientific design and conduct of the Study**  This must be in line with the field of study’s research design and procedure for carrying out research. If otherwise, it will be considered unethical. |  |  |
| 2 | **Plagiarism and scientific misconduct.**  The proposal must have proper citations where information is obtained from elsewhere and have a reference list containing all the citations in the document. |  |  |
| 3 | **Use and misuse of data**  Permission should be obtained from the source to use figures, tables, or other copyrighted information and information that has not been published. |  |  |
| 4 | **Management of privileged information**  Use of information that has not been made public but one is aware of it by virtue of the position they hold in an organization. |  |  |
| 5 | **Recruitment of research participant’s rights**  Recruitment of research participants must be conducted in a transparent manner without any coercion of any sort. |  |  |
| 6 | **Informed Consent Process**  Should have a brief explanation to the participant who the researcher is, from which institution, what the research entails, what is expected of them, are there risks or benefits in participating in the research. |  |  |
| 7 | **Care and Protection of research participant’s confidentiality**  An elaborate plan should be put in place to show how research participants will be taken care of and protected from exposure of their private and confidential information. |  |  |
| 8 | **Community considerations**  It should be clearly shown how the research will benefit the community or how the community expects to benefit from the research. |  |  |
| 9 | **Any other issues of concern**  Indicate any information that has not been covered above which is important |  |  |

Name of Reviewer ------------------------------------------- email address

Mobile Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of review ----------------------

**General comments**: ------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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| --- | --- |
| DECISION\*: | COMMENTS |
| 1. ACCEPTED |  |
| 1. ACCEPTED WITH REVISION |  |
| 1. REJECTED |  |

*\*The decision of the TUM-ERC is subject to the information available at the time of approval. The ERC reserves the right to review its decision on the grounds of discovery of new and important information which was not within its knowledge at the time of approval or on account of mistake or error apparent on the face of the record or for any other sufficient reason.*

**Seal:**

**Chairperson**: Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Secretary**: Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lay member:** Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_