



Sandia National Laboratories

Institutional Review Board (IRB)
FWA00003764

February 20, 2018

Title of Study:	Knowledge Management Survey
Investigator:	Reed Milewicz
Type of Review:	Non-Committee Review
Exempt Category:	(2) Tests, surveys, interviews, or observation
IRB Submission ID:	SNL000172
Funding:	Sandia National Laboratories (SNL)
Documents Reviewed:	<ul style="list-style-type: none">• Introductory Email, Category: Recruitment Materials;• Survey and Consent Form, Category: Consent Form;• Recruitment Advertisement, Category: Recruitment Materials;• Signatures for IRB Form, Category: Other;• Reminder Email, Category: Recruitment Materials;• irb_form.pdf, Category: IRB Protocol;
Action:	Approved
Approval Date:	2/20/2018
Expiration Date:	2/19/2019

Thank you for your submission for this research study. The Sandia IRB has determined this project is **EXEMPT** according to federal regulations as outlined in 10 CFR 745.101(b).

Annual review is still required on exempt projects by the Department of Energy. Before the expiration date or within 30 days of study closure, whichever is earlier, you are to submit a continuing review with required explanations. You are to submit a continuing review by navigating to the active study and submitting a "Create Modification / CR."

This approval is based on an appropriate risk/benefit ratio and a study design wherein the risks have been minimized. All research must be conducted in accordance with this approved submission.

Any revision to previously approved materials must be approved by this office prior to initiation. This is performed through the IRB7 electronic system.

All unanticipated problems or adverse events must be reported to this office (see [DOE Order 443.1B](#)). Please use the appropriate form for this procedure.

Report all NON-COMPLIANCE issues or COMPLAINTS regarding this study to this office (see [DOE Order 443.1B](#)).

Please note that all research records must be retained for a minimum of three years after the completion of the study.



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Sincerely,

Craig Nimmo
Sandia IRB Administrator
505-844-7227