



Dear Researchers,

Good day!

Thank you for submitting your application for Research Ethics Clearance. Based on the INITIAL REVIEW, your paper entitled “\_\_\_\_\_” has been identified as **EXEMPTED / EXPEDITED / FULL REVIEW**.

As suggested by the Ethics Panel, please incorporate the following information as our basis for the recommendation of the Issuance of your Research Ethics Clearance;

**In the Protocol/Proposal:**

- ☐ 1. Anonymity/Confidentiality of the data
- ☐ 2. Plan on processing personal data, access, disposal and terms of use (Data privacy Act of 2012)
- ☐ 3. Measures to protect privacy of participants
- ☐ 4. Appropriate mechanisms/interventions in place to address the vulnerability issues
- ☐ 5. Measures to mitigate the risks
- ☐ 6. Disclosure of conflict of Interest

**In the Informed Consent:**

- ☐ 1. Purpose of the study
- ☐ 2. Expected duration of participation
- ☐ 3. Adequate process for ensuring that consent is voluntary
- ☐ 4. Procedures to be carried out
- ☐ 5. Mechanisms in cases of discomforts and risks
- ☐ 6. Benefits to the participants
- ☐ 7. Compensations/reimbursement of expenses
- ☐ 8. Withdrawal of participants from the study anytime without penalty
- ☐ 9. Duties and responsibilities of participants
- ☐ 10. Extent of confidentiality
- ☐ 11. Ensuring that the language used in the instrument can be understood by the respondents/participants  
(Translate the instrument to the respondents/participants' languages.
- ☐ 12. Contact person
- ☐ 13. Include REOC contact details

To facilitate the checking of the Panel's suggestions, you may highlight the required information in your Protocol or Informed Consent. Please submit to the REOC office \_\_\_\_\_ set/s of your revised copy placed in a long \_\_\_\_\_ expanded envelop. Once the suggestions are incorporated, it will be forwarded to the Ethics Panel for a second review. Upon compliance and recommendation of the Ethics Panel, your Research Ethics Clearance will be released on the scheduled date.

Thank you very much.

**ANALYN D. SAAVEDRA, Ph. D.**  
*WMSU REOC Chair*

Recommended Actions:

- ☐ Pls. Incorporate required information
- ☐ For Payment at the University Cashier