**Research Ethics Flowchart for Proposals**

To ensure ethical research at PNU, researchers conducting thesis and dissertations in the graduate school, including those with Project-Based Grants (PBRG) beginning cycle 5, must submit their proposals to the PNU Research Ethics Committee (REC) after colloquium and RECC approval, respectively, to secure certification to proceed in the research. Below is the flowchart to guide the researchers on this process. Corresponding forms to be accomplished by the researchers are also listed below.

 ***If low risk***

Proposal with Forms 1 & 2 must be submitted

one (1) week before the meeting to be processed

**Review Panel 1 or Panel 2**

**Full board review**

***If no risk***

 ***If medium to high risk***

REC Secretariat consolidates comments & decisions

***If for revision***

***If ok***

**Researcher**

Accomplishes Form 1 and submits it to REC Secretariat togetherwith the proposal and Form 2

**Researcher**

receives Notice to Proceed Certification

REC determines the

level of risk& forward

proposal to appropriate review

panel or issues

Notice to Proceed if

exempted

**Researcher**

receives Notice to Proceed Certification

***List for Required Forms***

Form 1 - General Research Ethics

Checklist for Research

Proposal

Form 2 - Proposal Review Form

***Certificate to be issued by REC:***

Form 3 – Notice to Proceed

**Research Ethics Flowchart Prior to Publication**

Research for publication, including master’s theses and dissertations, must be issued certificate of compliance by the REC. Below is the flowchart to guide the researchers on this process. Corresponding forms to be accomplished by the researchers are also listed below.

 ***If low risk***

Research report with Forms 4 & 5 must be submitted

one (1) week before the meeting to be processed

**Review Panel 1 or Panel 2**

**Full board review**

***If no risk***

 ***If medium to high risk***

REC Secretariat consolidates comments & decisions

***If for revision***

***If ok***

**Researcher**

Accomplishes Form 4 and submits it to REC Secretariat togetherwith Form 5 and research report

**Researcher**

receivesCertificate of Compliance

REC determines the

level of risk& forward

report to appropriate review

panel or issues

Notice to Proceed if

exempted

**Researcher**

Receives Certificate of Compliance

***List for Required Forms:***

Form 4 - General Research Ethics

 Checklist for Research

 Report

Form 5 - Research Report Review

***Certificate to be issued by REC:***

Form 6 – Certificate of Compliance