



Research Report Review Form

REC Form 2

BASIC INFORMATION

Reference Number: ¹	
REC Code: ²	
Title of the Research:	
Researcher's Name and Designation/Affiliation:	
Research Team Members: (If Team Research)	

INSTRUCTIONS:

To the Researcher/Research Team:

Please indicate in the space provided below whether or not the given criteria are addressed by your research report. To facilitate the evaluation of the criteria, indicate the page and paragraph where this information can be found in your research report.

To the Reviewer:

Please review how the criteria outlined below have been appropriately addressed by the research report, as applicable, by placing your rating in the space provided and putting your comments if found appropriate. Finalize your review by indicating your conclusion under "RECOMMENDED ACTION" and signing in space provided for the panel reviewers.

¹ To be issued upon submission of this form

² To be issued upon release of review results

CRITERIA FOR REVIEW	To be filled out by the Researcher /Lead Researcher			To be filled out by the Reviewer	
	Indicate if the research proposal contains the specified criteria		Page and paragraph where it is found in the proposal	REVIEWER'S RATING (For "YES" answers) 3 = Adequately addressed in the research report 2 = Needs minor modification 1 = Needs major modification	
	YES	N/A		Rating	Comments
1. NATURE OF THE STUDY					
1.1 The report discussed the ethical issue/s in case the topic involves sensitive topic (e.g. partner violence, drug addiction, abortion etc).					
1.2 The research objectives are posed in a manner that guaranteed the safety and protection of the participants and researchers.					
1.3 A Complete set of information was provided to the research participants were given regarding the nature of the study (e.i. avoidance of deception especially in experimental research studies)					
2. CONDUCT OF THE STUDY					
2.1 The researcher(s) qualifications show capability to manage the research related to risk(s) it may entail.					
2.2 Given are the criteria or sampling technique required in the selection of the participants including information on the inclusion and exclusion criteria.					
2.3 The suitability of research site/locale to ensure safety and protection of the participants and researchers are guaranteed.					
2.4 Given is the duration of the study or the extent of participation in the study (e.g. number of hours for an interview or observation).					
2.5 Given are the descriptions of the data collection tools and its development and validation.					
2.6 The final copy of the data collection tool/s is/are attached.					
3. ETHICAL CONSIDERATIONS					
3.1 Conflict of interest is avoided. (i.e. compromising research objectivity or independence in return for financial or non-financial benefit for the researcher or for his/her relative or friend).					

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	Indicate if the research proposal contains the specified criteria		Page and paragraph where it is found in the proposal	REVIEWER'S RATING (For "YES" answers) 3 = Adequately addressed in the research report 2 = Needs minor modification 1 = Needs major modification	
	YES	N/A		Rating	Comments
3.2 Protection of privacy and confidentiality of participants' information as indicated by data collection tools and procedure are guaranteed.					
3.3 Informed consent process –is observed. (i.e. application of the principle of respect, who solicited consent, how and when it was done, who gave consent especially in case of special population like minors, or indigenous people which require additional clearances)					
3.4 The final copy of the informed Consent Form is attached.					
3.5 Involvement of vulnerable population like children, the elderly, ethnic and racial minority groups, the homeless, prisoners, people with incurable diseases and the like is protected. If applicable, there is a discussion on how the ethical issue/s involving the special population was/were resolved.					
3.6 Procedure in the recruitment of study participants is defined.					
3.7 Obtaining assent of children (for research having children as study participants). If applicable, procedure for obtaining assent is discussed.					
3.8 There is an information on the level of risk and measures to mitigate these risks (including physical, psychological, social, economic), including plans for adverse event management.					
3.9 There is an information about direct benefit to participants; the capacity to yield generalizable knowledge about the participants' condition/problem; non-material compensation given to participant; direct benefit from the project received by the participants.					

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	YES	N/A		Rating	Comments
3.10 Incentives or compensation – the amount and method of compensations, financial incentives, or reimbursement of study-related expenses for the participants.					
3.11 There is an information about the impact of the research on the community where the research was undertaken and/or to whom findings was linked; including issues like stigma or sensitivity to cultural traditions, and involvement of the community in decisions about the conduct of study.					
3.12 There is an information about how the results will be disseminated or shared to the participants or to the community.					
TOTAL SCORE:					

RECOMMENDED ACTION

- APPROVED FOR THE ISSUANCE OF CERTIFICATE OF COMPLIANCE
- FOR REVISION/S (Please specify the parts of the report)

- FOR FULL BOARD DELIBERATION ON: _____

REVIEWER

Name and signature

Designation in the REC

Date: _____