



**CARAGA STATE UNIVERSITY - RESEARCH ETHICS BOARD**

**MINUTES OF THE MEETING**

REB Form No.	G03-01
Version No.	1
Date of Effectivity	6/5/25

Type of Meeting:

Date:

Time:

Venue:

Attendance:

Present

Name	REB Designation (I.E. Non-Medical Scientist, Medical Scientist, Etc.)	Office

Also Present

Name	REB Designation	Office

Absent

Name	REB Designation	Office

1. Call to Order

2. Declaration of Quorum

3. Approval of the Provisional Agenda

4. Disclosure of Conflict of Interest

5. Review and Approval of the Minutes of the Previous Meeting (Date)

6. Business arising from the minutes of the meeting

6.1.

7. Full Review of Proposals (Initial)

7.1.

REB Code:	
Title:	
Researcher/s:	
Submission date	
Reviewers:	
Discussion/Comments:	
Scientific Soundness:	
Ethical Considerations	
-Social Value	
-Vulnerability issue	
-Measures to protect vulnerability population	
-Risk/benefit ratio	
-Measures to mitigate risks	
-Confidentiality and privacy	
-Informed Consent process, form and content	
Recommendations:	
Decision:	
Decision letter	
date	

8. Report of Protocols approved by Expedited Review (Initial)

8.1.

REB Code:	
Title:	
Researcher/s:	
Reviewers:	
Submission Date	
Discussion/Comments/Recommendations:	
Decision:	
Decision letter	
date	

9. Updates on Full Review of Proposals (Resubmissions)

9.1.

REB Code:	
Title:	
Researcher/s:	
Submission date	

<b>Reviewers:</b>	
<b>Discussion/Comments/Recommendations:</b>	
<b>Decision:</b>	
<b>Decision letter date</b>	

**10. Updates on Expedited Review of Proposals (Resubmissions)**

**10.1.**

<b>REB Code:</b>	
<b>Title:</b>	
<b>Researcher/s:</b>	
<b>Submission date</b>	
<b>Reviewers:</b>	
<b>Discussion/Comments/Recommendations:</b>	
<b>Decision:</b>	
<b>Decision letter date</b>	

**11. Updates on Approved, Ongoing Researches**

**11.1.**

<b>REB Code:</b>	
<b>Title:</b>	
<b>Researcher/s:</b>	
<b>Submission date</b>	
<b>Approval letter sent</b>	
<b>Amendment/Report submission date</b>	
<b>Lead Reviewers</b>	
<b>Discussion/Comments/Recommendations:</b>	
<b>Decision:</b>	
<b>Decision letter date</b>	

**12. Other Matters**

**13. Adjournment**

Prepared by:

Date:

Noted : (Chair)

Date: