
	ISU – INSTITUTIONAL RESEARCH ETHICS BOARD	Form No.:	ISU-IREB-Form-2023-01	
	LIST OF REQUIRED DOCUMENTS	Revision No.:		
		Effective Date:		

Protocol Title:

Primary Investigator/s:

CHECKLIST FOR INITIAL REVIEW

1. Letter of Application for Review addressed to the Chairperson.

JANE G. CABAUTAN, Ph.D.

OIC Chairperson, Institutional Research Ethics Board

Isabela State University

San Fabian, Echague, Isabela 3309

2. CV with 2x2 picture of PI and Co-Investigator/s

3. Document Receipt Form

4. IREB Application for Protocol Review and Conflict of Interest Declaration

5. REC Protocol Summary Sheet

Two (2) Hard Copies (for Expedited review) or

Seven (7) Hard Copies (for Full Board reviews)

Soft Copy (MS Word Format) to be sent to: ireb@isu.edu.ph (must be retrievable at the time of submission).

6. Complete Research Protocol

Two (2) Hard Copies (for Expedited review) or

Seven (7) Hard Copies for full board review

Soft Copy (PDF format) to be sent to: ireb@isu.edu.ph (must be retrievable at the time of submission).

- Study Budget *(if applicable)*
- Technical Review Board Approval/Approval Sheet
- Informed Consent Form *(if applicable)*
- Patient/Participant Information Form *(if applicable)*
- Advertisement *(if applicable)*
- Investigatory Brochure *(if applicable)*
- Case Report Form *(if applicable)*
- Research Team List *(if applicable)*
- GCP Certificate *(if applicable)*

7. MOA*

8. Revised Protocol

9. Revised Consent Form

10. Protocol Re-submission Form

11. Amendments

INTERNAL REVIEW FEES FOR ISU STUDENTS AND FACULTY

TYPE OF REVIEW	STUDENT	FACULTY	POSTGRADUATE
FULL BOARD	1,000.00	3,000.00	2,000.00
EXPEDITED	500.00	2,000.00	1,500.00
EXEMPTED	FREE	1,500.00	1,000.00

EXTERNAL REVIEW FEES

TYPE OF REVIEW	STUDENT	FACULTY	POSTGRADUATE	EXTERNAL FUNDED FOR POSTGRAD/RESEARCHER
FULL BOARD	1,000.00	10,000.00	5,000.00	15,000.00
EXPEDITED	700.00	7,000.00	3,500.00	12,000.00
EXEMPTED	500.00	5,000.00	2,500.00	10,000.00

*MOA is required for research studies that will be conducted outside of the university