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**WUEC Document 1.2**

Version…….Date……………………………

**WUEC’s submission Form for Ethics in Human Research for**

**Social/Anthropological studies**

 The researcher must submit details on related topics (respond to every item, if an item is not applicable to the submitted project, write ‘not applicable’. Do not leave any item blank).

**1. Research title:** ………………………………………………………………………………………………………………………………………….

**2. Principal investigator and affiliation:**

 **Name**……………………………………………….. **Academic Position**…………………………………..

 **Affiliation**…………………………………………………………………………………………………………………………………………

 **Mobile phone number**………………….

 **E-mail**……………….

**3. Co- investigator(s) and affiliation(s):**

 **Name**……………………………………………….. **Academic Position**…………………………………..

 **Affiliation**…………………………………………………………………………………………………………………………………………

 **Mobile phone number**………………….

 **E-mail**……………….

**4. Significance of problems to be studied (executive summary)**

*(Provide a general statement of the problem area, with a focus on a specific research problem, to be followed by the rationale or justification of your study. Describe briefly why you are undertaking this study and why this study is needed.)*

**5. Objectives (Write clearly)**

 *(Describe your objective(s) or research goal(s) clearly and succinctly.)*

**6. Concrete benefits of the project once completed.** .

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**7. Research methodology (Make a check mark √) in the boxes where applicable)**

* a. Qualitative
	+ Phenomenology
	+ Ethnography
	+ Grounded Theory
	+ Others (please specify)..........................................................
* b. Quantitative
	+ Descriptive
	+ Relationships studies
	+ Experimental/Quasi-experimental
	+ Systematic reviews
	+ Others (please specify)..........................................................
* c. Action Research/ Participatory Action Research
* d. Others (please specify).........................................................

**8. Methods of data collection**

* 1. Self-response questionnaires
* 2. Structured or semi-structured interviews
* 3. In-depth interviews
* 4. Focus groups
* 5. Observations (please specify, for example, participatory or non-participatory)
* 6. Others (please specify).........................................................

**9. Background and review literature**

 -*Rationale/research questions (summarized with references)*

**10. Population and volunteers**

**a. How many volunteers are needed? How is the number of volunteers calculated? Why this number?** ................................................................

**b. What are the qualifications of the volunteers? How are the volunteers selected? Are there any groups of volunteers that are excluded from the study?** ................................................................

**c. What is the method used in dividing the volunteers into experimental and control groups, if any?** ................................................................................................................................

**d. Are the following vulnerable volunteers (who cannot make decisions in critical situations) used in the study?**

* No
* Yes
* Infants, children
* Pregnant women
* The elderly
* Patients with chronic diseases
* Those who cannot give consents on their own behalf
* The disabled
* Prisoners, alien labors, the socially disadvantaged
* School pupils/students, subordinates
* Others (please specify).........................................

**If there are vulnerable subjects, please state reasons why this group of subjects must be included in the study. Please also suggest how you plan to protect these vulnerable subjects.** ..................................................................................................................................................................................................

**e. How are the volunteers approached?** ......................................................................................................

**f. If there are compensations or rewards, please specify the amount or other details.**

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**11. Explain the study method and give reasons why this study contains only a minimal risk.**

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**12. What method is used in obtaining the volunteers’ consent? (Please specify clearly)**

* a. Signed written consent (Please attach the participant information sheet and informed consent form)
* b. Verbal consent (Please attach the participant information sheet)

**Remark:** The WUEC may also waive the requirement for the researcher to obtain signed consent forms for some or all enrolled participants if it finds that one of the following is met:

1. That the only record linking the subject and the research would be the consent document and the principal risk would be potential harm resulting from a breach of confidentiality. Each subject will be asked whether the subject wants documentation linking the subject with the research, and the subject's wishes will govern; OR
2. That the research presents no more than minimal risk of harm to subjects and involves no procedures for which written consent is normally required outside of the research context.

**13. Explain the process of obtaining subject’s consent:**

 13.1) Who is the person who asks for consent? (Consider that the subjects give their consent without undue influence /coercion). .........................................................................................

 13.2) When are the subjects asked for consent? (Consider that the subjects have an opportunity to ask questions about research and adequate time before making decision) ..............................................................................................................................................................................

 13.3) Where does the process of consent take place? (Consider that the place provides privacy and keep the confidentiality of the subjects as well as convenience for the subjects asking questions about becoming a research subject). Please give details. ..............................................................................................................................................................................

**14. What are the benefits to the volunteers and the community involved in the study including community empowerment?**

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**15. What are (if any) the negative/undesirable effects that may happen to the people or community involved in the study? For example,**

1. Are there any risks of danger to the body and mind of the people involved or to the society and economy? What measures has the researcher planned to prevent any harmful effects or to remedy such harmful effects?
2. In the case of effects on the community, how does the researcher plan to approach or consult with the community?

**16. What method is used in protecting the volunteers’/community’s confidentiality?**

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**17. Is the researcher involved with the research tool e.g. designed program, study syllabus, or product or service to be tasted?**

* Yes. Please specify the involvement ………………………………………………………………………………

 And Measure (s) that the researcher has planned to guard against the unreliability of data and undue risks to the volunteers is (are) ...................................................................................................................................

 ( For example, if the researcher is the owner of the product or service, the assessor of the outcome should be a person who does not have a stake in the product or service ; if the researcher is course teacher, data from the volunteers must not have any influence on their academic performance ; or if the researcher is head of the office, data from the volunteers must not have any influence on their work performance.

* No.

**18. What are the budget details for this research study?**

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**19. What is the length of time for this research study?**

1. Data collection is expected to start in (month)………..(year)………..and finish in (month)…………(year)………
2. Expected length of time for the research study is……….years………months.

**20. The following documents are attached in requesting the approval from the KKUEC to conduct the proposed research study.**

* Submission fee receipt
* One original and two copies of WUEC’s submission Form for Ethics in Human Research for Social/Anthropological studies (specify version and dated).
* Three copies of research proposals /thesis proposals
* Three copies of information sheet for research subjects (specify version and dated). (See example in WUEC’s website)
* Three copies of informed consent form for research subjects (specify version and dated). (See example in WUEC’s website)
* Three copies each of principal investigator’s and/or co-investigator’s curriculum vita in Thai or English, and certificate of participation in a workshop for ethics in human research
* Three copies of research tools (specify version and dated).
* Others. Specify..............................................................

**I hereby certify that the above information is truthful, and I fully and clearly understand every piece of the information given.**

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| --- | --- |
|  Signature………………………………….…………. |  Signature ………………………………….…… |
| (……………………………….…………) |  (……………………………….……) |
| Project AdvisorIn case the principal investigator is a student |  principal investigator |