**Guidelines for Research Ethics Committee (MU-DT / PY-IRB)**

**To consider the Exemption review (select one of the following)**

| Researcher’s opinion | Committee’s opinion | Research Category | Committee’s remarks |
| --- | --- | --- | --- |
| ❏ Yes | ❏ Yes  ❏ No | 1. Educational Research  1.1 Normal educational practice and setting includes  - Research on the effectiveness of or comparison among instructional techniques, classroom management methods, and curricula.  - Commonly accepted research methods  - Conduct during normal educational practices  - Conduct during normal educational practices  1.2 Research involving the use of educational tests such as cognitive, aptitude, diagnostic, achievement.  **The research project must not have the follow;**  - Unestablished or unrecognized research method  - Different treatments applies to same class students  - Undisclosed information to research subjects  - Excessive activities, exercises, or uncommonly accepted method. |  |
| ❏ Yes | ❏ Yes  ❏ No | 2. Research involving the use of survey, interview, or observation of public behavior that subjects cannot be directly or indirectly identified and the results are reported as a whole.  **The research project must not have the follow;**  - The questions affect the mind, sensitive issues that should be concealed or forgotten.  - The study Information is related to illegal. If a secret is leaked, volunteers may be arrested, fined, and/or prosecuted.  - The study information affects volunteer defamation, dismissed in benefits, lose some rights, or affect the financial status. |  |
| ❏ Yes | ❏ Yes  ❏ No | 3. Research project using documents, pathological specimens, diagnostic specimens, stiff/bone donation for education, teeth or dental models. These sources are public available or the information is recorded by the investigator in such a manner that subjects cannot be identified from the beginning by any code (Unidentifiable Data) or personal information has deleted (Anonymized data)  \* Requires the permission from the authority who keeps the documents/specimens. |  |
| ❏ Yes | ❏ Yes  ❏ No | 4. Research projects related to quality assurance, public benefits, or services which is the responsibility of the personnel within the organization to develop the quality of work and the performance of the organization |  |
| ❏ Yes | ❏ Yes  ❏ No | 5. Research related to quality evaluation and taste of food/products, consumer acceptance and satisfaction includes  - food/natural products without any additives.  - contains nutrients at a safe level. |  |
| ❏ Yes | ❏ Yes  ❏ No | 6. Research projects using data from a public available database in form of documents, literature reviews. |  |
| ❏ Yes | ❏ Yes  ❏ No | 7. A case report for IRB purposes is a retrospective analysis of one or two clinical cases.\* |  |

**Note:**

1. The IRB will consider which research project qualifies for an exemption review by the exemption criteria. The researcher must submit the research proposal to the Ethics Committee for consideration.
2. IRB Exemption form must be submitted for exemption consideration. The Ethics Committee’s consideration is final.
3. Exemption review is considered by the IRB chairperson or the authorized person by IRB chairperson such as vice chairperson or secretary if it is urgent.
4. Ethics Committee will issue a certificate of exemption (COE) to the researcher. Once the document is received, the researcher can do research without sending any reports to the Ethics Committee.
5. No research can begin until Certificate of Exemption (COE) is issued.

\* Reference John Hopkins Medicine Office of Human Subjects Research - Institutional Review Board