



## **Arab Open University Oman Branch Research Ethics Clearance Form**

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Dear Researcher:

The following Research Ethics Clearance Form (RECF) is to help you check your research for compliance with ethical forms and requirements at the AOU in Oman. You are required to submit the following clearance form to the Ethics Committee at the AOU before you can carry out your research. This applies to all researchers including staff researchers and students. It applies to all researchers who are writing research papers that may involve human subjects. For example, distributing questionnaires, conducting interviews and observing humans. Some papers however might be exempted from the review process, if the paper is not involving any human participants. In this case you only need to submit your proposal and the Committee will decide if the paper should be exempted from the review. Please fill in the following form with short and direct answers and return it to the head of the Research Ethics Committee, Dr. Mohammed Banihani at [mbanihani@ou.edu.om](mailto:mbanihani@ou.edu.om). You don't have to submit your original paper unless you are asked to. The REC will study the application and will reply to your request within 10 working days. The Committee might draw your attention to some issues and ask you to change them. Please keep in mind that this form is to help you to be aware and alert to the ethical issues that may face researchers.

### **Please fill the following form:**

1- What are the aims of your research?

- 2- What is your research design?
- 3- What are your methods for data collection?
- 4- Who are the participants (research subjects), how many, and what are the selection criteria?
- 5- What are the procedures to secure informed consent? How are you going to document initial and continuing consent?
- 6- Are you familiar with the research methods to be used? Describe.
- 7- What are the expected outcomes of the research?
- 8- What are the benefits to participants and/or third parties?
- 9- What are the dissemination methods and feedback to participants?
- 10- Have you conducted a risk assessment to determine:
  - a- whether there are any ethical issues and whether ethics review is required;
  - b- the potential for risks to the organization, the research, or the health, safety and well-being of researchers and research participants;
  - c- measures taken to secure confidentiality, privacy and data protection. List:
- 11- Will your research comply with all legal and ethical requirements and other applicable guidelines, including those from other organisations and/or countries if relevant?



12- Will your research comply with all requirements of legislation and good practice relating to health and safety?

13- Has your research undergone any necessary ethics review from another party?

14- Will your research comply with any monitoring and audit requirements?

15- Does your project comply with any contracts and financial guidelines relating to the project?

16- Is your research in conformity with intellectual property, publication and authorship?

17- Have you agreed on the roles of researchers and responsibilities for management and supervision, in case of more than one author?

18- Have all conflicts of interest relating to your research been identified, declared and addressed?

19- Are you aware of the guidance from all applicable organizations on misconduct in research?

**Thank you for filling the form.**

P.S. This form is based on the AOU Code of Ethics and the check list, as referenced in the AOU Code has drawn on, and been adapted from: UK Research Integrity Office (2009), Code of Practice for Research Ethics. Economic and Social Research Council (UK- no date), Research Ethics Framework.