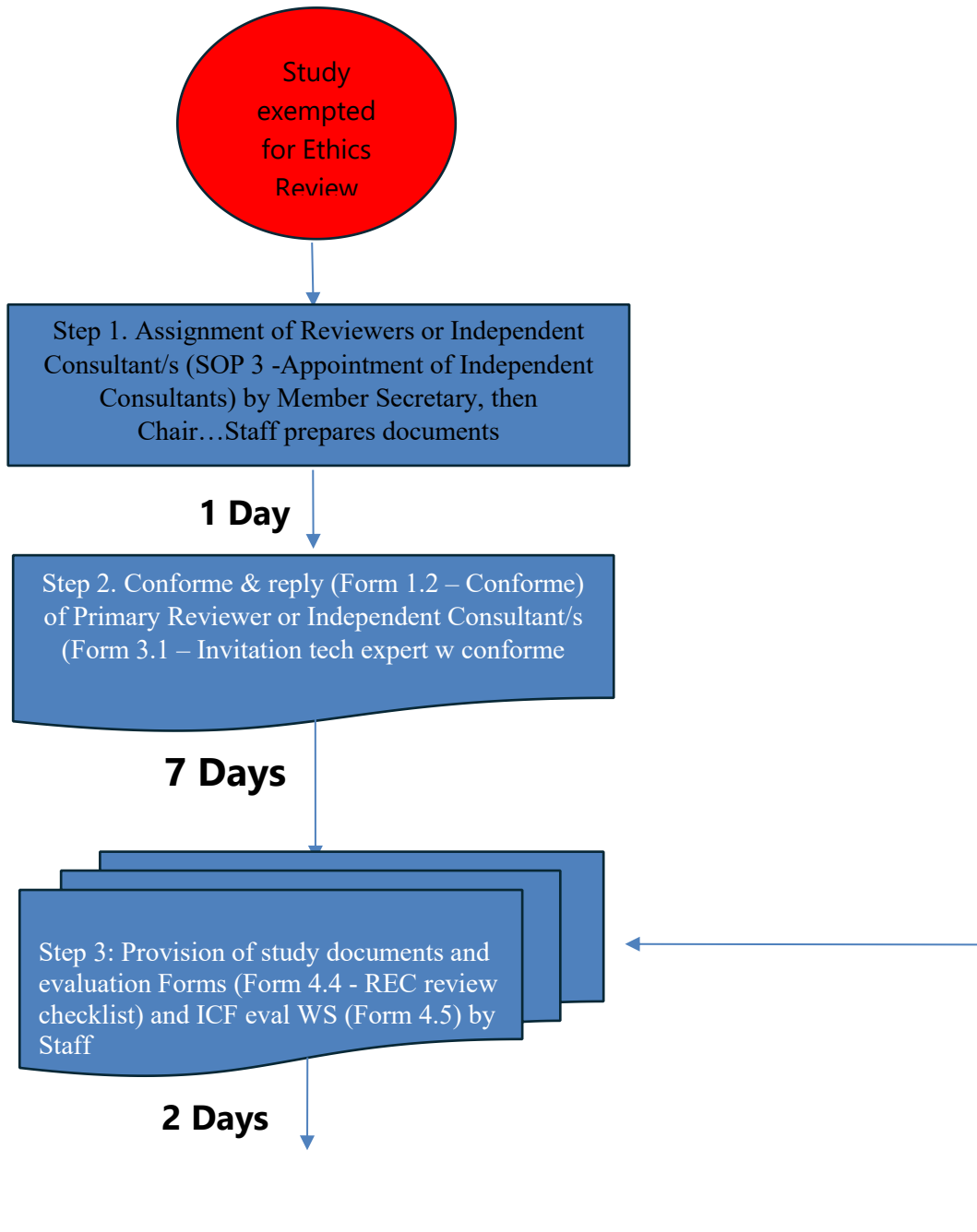


Flowchart of REC Procedures
SOP No. 4: For Exempted Review (22 days)



Step 4: Accomplishment and submission of evaluation
Forms by assigned reviewer(s) to the Chair
Step 5: Finalization & approval of review results by
Chair

8 days

Staff prepares
communication
letter

Step 6: Communication of
review results to the
researcher by Chair (SOP
21 – Communicating REC
decisions)

1day

Researcher has 5 to 10 days to
comply and submit compliance
(if applicable)

Researcher
complies/acts on the
communication

1 Day

Step 7: Filing of documents in
the protocol file (SOP –
Active File Mgt)

Step 8: Inclusion of the Review in the Agenda of the next meeting (SOP 18 – Preparing the Meeting Agenda)

