



Ethics Review Committee

Faculty of Medicine, Wayamba University of Sri Lanka

Check list for applicants seeking ERC approval, at submission of proposals.

Ref No:
New/Major/Minor/Amendment

Compare this check list against your documents before submission of your proposal

1.	Complete application form	one hard copy	Yes			
2.	Single paged summary - 15 copies (in the correct format)		Yes			
3.	4 separate sets of protocol (in English)	Yes	Version:	Date:		
4.	Are the following included in the protocol					
	Participant information sheet	English	Yes	NA	Version:	Date:
		Sinhala	Yes	NA	Version:	Date:
		Tamil	Yes	NA	Version:	Date:
	Consent Form	English	Yes	NA	Version:	Date:
		Sinhala	Yes	NA	Version:	Date:
		Tamil	Yes	NA	Version:	Date:
	Questionnaire/Data collection instrument	English	Yes	NA	Version:	Date:
		Sinhala	Yes	NA	Version:	Date:
		Tamil	Yes	NA	Version:	Date:
5.	Hard copy of the short CV of Principal investigator (Signed and dated)		Yes			
6.	Soft copy of all above documents and short CVs of other investigators (CD)		Yes			
7.	Is the title in the application, summary and proposal same?		Yes			
8.	Budget		Yes			
9.	ERC fee					
	▪ University of Wayamba undergraduate project		Free			
	▪ Industry sponsored intervention study /observational study		\$ 1 000			
	▪ Other applications according to budget					
	- <Rs.100,000		Rs. 1 000			
	- Rs. 100,000 - 300,000		Rs. 2 000			
	- Rs. 300,000 - 1,000,000		Rs. 5 000			
	- Rs. 1,000,000 - 5,000,000		Rs.10,000			
	- >Rs. 5,000,000		Rs.20,000			
	▪ Application for establishment of database		Rs. 1 000			
	▪ Annual renewal of Industry sponsored studies		\$ 500			
	▪ Significant amendments to Industry sponsored studies		\$ 250			
	▪ Significant amendments to other projects		Rs. 2 500			
10.	Evidence of GCP Training (compulsory for clinical trial applications)	Yes	No			
11.	Research for Postgraduate Degree requirement	Supervisors Letter	Yes	No		
		Approval Letter from Post Graduate Institute	Yes	No		

Investigator's Name/ Designation:

Investigator's Signature:

Date:

Recipient's Signature:

Date: