



De La Salle Medical and Health Sciences Institute
Dasmariñas, Cavite 4114

INDEPENDENT ETHICS COMMITTEE

Cavite (046) 481-8000/ Manila (02) 988-3100 Local 8042

DLSMHSI-IEC Form 1A6/V2/2019
Standard Operating Procedures
Effective Date: November 2019

**LETTER OF APPOINTMENT OF DLSMHSI-IEC INDEPENDENT
CONSULTANT**

Dear

I have the honor to appoint you as an Independent Consultant of the De La Salle Medical and Health Sciences Institute – Independent Ethics Committee (DLSMHSI-IEC) for a Period of three (3) years, effective _____ until _____. As an independent consultant, you will have the following roles and responsibilities:

- The IEC Secretariat provides study protocol documents to the concerned consultant for review, after the latter has signed the confidentiality and conflict of interest agreement.
- The consultant must complete the assessment form for the protocol under review at the same time the study protocol is being reviewed by the committee.
- The consultant may attend the IEC meeting, present his/her assessment, and participate in the discussion but without the right to vote. The assessment form becomes a permanent part of the study protocol file.
- As a consultant, you are asked to impart your expert knowledge especially in risk / benefit assessment; and mitigation; any new knowledge pertaining to the topic of inquiry, procedures.

If you agree with the terms of this appointment, please sign on the space provided below, dated your signature, and return one copy of this letter to the DLSMHSI-IEC Secretariat. Sign, date and submit your latest curriculum vitae and a copy of the Confidentiality and Conflict of Interest Agreement.

Respectfully yours,

Vice Chancellor for Research Division

Conforme:

(Signature over Printed Name/Date)

Independent Consultant, DLSMHSI-Independent Ethics Committee