

**Research Ethics Board**

**Application for Exemption from REB Review**

Approval from the Research Ethics Board (REB) is required prior to engaging in Scholarly Activity that involves human participants and is associated with VIU. Scholarly Activity is defined as “research, scholarship and professional activities associated with the university and consists of contributions made by a Researcher to his/her discipline or profession which result in the presentation of work for formal or informal peer or public review outside the institution” (VIU Policy 31.10: Integrity and Conduct in Research And Scholarly Activity).

The *Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (TCPS 2014)* defines research as “an undertaking intended to extend knowledge through a disciplined inquiry and/or systematic investigation” ([Article 2.1](http://pre.ethics.gc.ca/eng/tcps2-eptc2_2018_chapter2-chapitre2.html)).

Accordingly, activities involving human participants require REB approval unless it can be clearly demonstrated that the proposed activity:

* is not Scholarly Activity, as defined by Policy 31.10; and
* is not research, as defined by the TCPS; or
* is one of the activities exempted from REB review described in [TCPS Articles 2.2-2.6](http://pre.ethics.gc.ca/eng/tcps2-eptc2_2018_chapter2-chapitre2.html).

Except for projects intended solely for pedagogical purposes, very few scholarly projects involving human participants are exempt from REB review.

Please be aware that researchers involving human participants are responsible for complying with all TCPS guidance relevant to their research even if their research is exempt from REB review (see [Tri-Council Panel on Research Ethics Interpretations](http://pre.ethics.gc.ca/eng/policy-politique_interpretations_scope-portee.html)).

If you are unsure whether your project requires ethical review, please submit this form to the REB ([reb@viu.ca](mailto:reb@viu.ca)).

## 1. Project Title

Click here to enter text.

## 2 Project Personnel

|  |  |  |
| --- | --- | --- |
| **NAME** | **PROGRAM/DEPT.** | **EMAIL** |
| **Project lead** | | |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Supervising Faculty (if student/s is/are involved)** | | |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Other team member/s** | | |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

**3. Briefly describe the project, including project methods, data sources, and human participants involved.**

Click here to enter text.

**4. Describe the project purpose. Why is the project being done? What is the project intended to accomplish?**

Click here to enter text.

**5. Describe the products the project is intended to produce (e.g. data, assessment report, MA project, feasibility study, community plan, on-line media, etc.).**

Click here to enter text.

**6. Describe the activities participants would be asked to engage in, if any (surveys, focus group, interviews, etc.).**

Click here to enter text.

**7. In your opinion, is the project “Scholarly Activity” as defined in VIU Policy 31.10? If not, please explain why you think the project is not Scholarly Activity as defined by Policy 31.10.**

(Scholarly Activity is defined as “research, scholarship and professional activities associated with the university and consists of contributions made by a Researcher to his/her discipline or profession which result in the presentation of work for formal or informal peer or public review outside the institution”)**.**

Click here to enter text.

**8. In your opinion, does the project fall within the meaning of one or more of the activities exempt from REB review, as described in TCPS Articles 2.2-2.6? If yes, please explain why you think so.** See nest page of this form for TCPS Articles 2.2-2.6.

Click here to enter text.

**Research Exempt from REB Review**

Some research is exempt from REB review where protections are available by other means. The TCPS (2018) allows the following exemptions from the requirement for REB review, as outlined below.

**Article 2.2** Research that relies exclusively on publicly available information does not require REB review when:

1. the information is legally accessible to the public and appropriately protected by law; or
2. the information is publicly accessible and there is no reasonable expectation of privacy.

**Article 2.3**REB review is not required for research involving the observation of people in public places where:

1. it does not involve any intervention staged by the researcher, or direct interaction with the individuals or groups;
2. individuals or groups targeted for observation have no reasonable expectation of privacy; and
3. any dissemination of research results does not allow identification of specific individuals.

**Article 2.4** REB review is not required for research that relies exclusively on secondary use of anonymous information, or anonymous human biological materials, so long as the process of data linkage or recording or dissemination of results does not generate identifiable information.

**Article 2.5** Quality assurance and quality improvement studies, program evaluation activities, and performance reviews, or testing within normal educational requirements when used exclusively for assessment, management or improvement purposes, do not constitute research for the purposes of this Policy, and do not fall within the scope of REB review.

**Article 2.6**Creative practice activities, in and of themselves, do not require REB review. However, research that employs creative practice to obtain responses from participants that will be analyzed to answer a research question is subject to REB review.

For more information, see, e.g., [TCPS (2014) Chapter 2](http://pre.ethics.gc.ca/eng/tcps2-eptc2_2018_chapter2-chapitre2.html) *and* [Tri-Council Panel on Research Ethics Interpretations](http://pre.ethics.gc.ca/eng/policy-politique_interpretations_scope-portee.html)). Please attached documentation that can assist the REB in making a determination of whether ethical review is required (e.g. project proposal, agreement/contract for funding, memorandum of understanding with project sponsors/proponents, etc.).