**Doc 6**

**SLIIT ETHICS REVIEW COMMITTEE**

**Template for Information Sheet**

**Note: It is desirable that the Information Sheet on the proposed research be prepared in the following template!**

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[Title of Research]

1. Principal Researcher’s Name:

Designation:

Institution:

1. Brief Statement of Objects of Research (in layman’s language)
2. Tentative Duration of the Research:
3. Expected Outcome of the Research and its Potential Benefits:
4. Potential Risks or Dangers:
5. What does Participation in the Research involve? (explain in layman’s language)
6. Confidentiality and Exclusivity of Data Use

(Explain that the identity of and information given by the participant which could reveal the giver’s identity would not be revealed and strict confidentiality would be maintained about them. Data would be used in such a way that the identity of the participant would not be made known. The collected data would be used exclusively for this research only. These could be released only when written consent is provided by the participant to do so.)

1. Permit and encourage the potential participants to raise questions and provide answers to them.
2. Inform the names, designations and institutions of other Researchers, Investigators, Data Collectors, etc. Also inform who, out of the researchers, will have access to the information.
3. Make them know the contact details (telephone numbers, office address, official email addresses) of the Principal Researcher.
4. Make them also know that they could contact the Chairperson or Administrative Secretary of ERC if they entertain any doubt or want to raise any question with the same. Provide the contact details (telephone numbers, office address, official email addresses) of these officials to the participants.
5. Explain to them that they have to sign a Declaration of Voluntary Consent to participate in the study.
6. Participation is Free and Voluntary:

(Explain in layman’s language what ‘free and voluntary’ participation means. That the person is not compelled, or under any duty, to participate in the study; he/she is free to decline to participate without giving any reason for doing so; inform him/her that there would not be any adverse consequence to him/her or any others who are close to him/her and also to his/her or others’ rights and freedoms which they are otherwise legally entitled to; that the participation does not promise or guarantee any benefit – material or otherwise – to him/her or/and to those who are close to him/her. He/She need not take part in the research or continue to take part in the research; for he/she need not give any reason for doing so. He/She is free to leave from the study at any time during the course of research if he/she has started to participate in the research.)

Principal Researcher’s Signature:

Date: