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**Form for submitting projects to ISEG's Ethics Committee**

Instructions:

 1: If any item is not applicable, write NA.

 2: If you consider appropriate to add any item, use the space "OBSERVATIONS" at the end of the form.

 3: After filling it in, send the form to the email address: ethics@iseg.ulisboa.pt

1. Title of the project.

2. Identification of the researchers:

2.1 Lead Researcher (name, institution, and email)

2.2. Members of the team (names, institutions, and emails).

3. Scope of the project (Bachelors’ Degree/Masters/Post-Doctorate/Other).

4. Foreseeable duration of the project: Start..........End.............

5. Brief description of the project (problem to be researched, hypothesis to be tested, relevance and objectives).

6. Methodology and project plan.

7. Previous ethical opinions about the project (institution that approved; date of approval; proposed changes).

8. Source of financing.

9. Personal data whose collection is sought (justify the need for collection).

10. Because of the legislation in force, namely that which concerns the protection of human life and health and of personal data, and of the applicable codes of ethics, specify both the risks for the participants and the measures foreseen for their prevention or minimization, as well as for the monitoring of the safety of the participants in the study.

11. Respect for informed consent (attach relevant form).

12. Interaction of the project, in the light of the applicable legislation, with the protection of privacy and of personal data (indicate the ways in which the privacy of the participants and their personal data is ensured and whether they comply with the legislation in force, including the General Regulation on Data Protection of the Universidade de Lisboa).

13. In relation to data for scientific dissemination, specify which data will be archived, the form of archive, the conservation period of these and their destination after this period.

14. Respect for academic integrity (specify if the project is compatible with the European Code of Conduct for Research Integrity).

15. Specify if the protection of intellectual property rights (e.g. copyright and industrial property rights) are ensured.

16. Indicate studies involving similar ethical implications (indicate bibliographical references).

17. Specify the rights and obligations, with or without patrimonial content, of the participants in the study.

18. Specify the ethical issues on which ISEG’s EC opinion is sought.

19. OBSERVATIONS:

Date ........................

Signature of the Lead Researcher

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