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MEMORANDUM ORDER NO. CCDP-2016-081

TO : Deans, PGH Director

SUBJECT : Revised UP Manila Research Ethics Board Review Fees

Attached for your reference are the guidelines on the charging of fees for ethical review of research protocols by the UP Manila Research Ethics Board.

For your compliance and guidance please.

CPK-6

CARMENCITA D. PADILLA, MD, MAHPS

Professor and Chancellor *CP*

Revised UP Manila Research Ethics Board Review Fees

The following guidelines shall apply in the charging of fees for ethical review of research protocols by the UP Manila Research Ethics Board, effective April 15, 2016.

I. REVIEW FEES

A. UP Manila Researches

1. The review fee is covered by grants from respective colleges and units for the following:
 - a. Student researches : Undergraduate and post-graduate students who are enrolled at the time of submission of the protocol for review (P 3,000 is covered by Research Grant from respective colleges and units)
 - b. REPS-initiated research with no funding (P 3,000 is covered by UPM Research Grant for REPS)
 - c. Residents and Fellows of the PGH (P3,000 is covered by PGH Research Grants)
 - d. Faculty -initiated and faculty-funded or not funded researches, NIH funded researches (P 5,000 fee is covered by Faculty Development Fund)

Note : There is an application process in place to avail of these grants from each unit.

2. For externally-industry sponsored researches, regardless of the design of the study and sponsor, including Post Marketing Surveillance (PMS) study
 - Initial Review Fee P 50,000
 - Continuing Review Fee P 10,000 per year
3. For government agency-funded researches
 - Initial Review Fee P 30,000
 - Continuing Review Fee P 5,000 per year

B. Non-UP Manila researches

1. For all sponsored researches including PMS studies
 - Initial Review Fee P50,000, plus incidentals*
 - Continuing Review Fee P10,000, plus incidentals*
2. For student researches:
 - Initial Review Fee P 5,000, plus incidentals*
 - Continuing Review Fee P 3,000, plus incidentals*

* Incidentals include expenses incurred during site visits

II. PAYMENTS

If the Investigator/Sponsor cannot settle the entire review fee upon protocol submission, ten percent (10%) of the initial review fee should be paid before the scheduled day of review. The full amount of the fee should be settled at the completion of the review and prior to the release of the Final Action of the Board.

The continuing review fee will be charged every year for clinical trials and beyond three (3) years for non-clinical trial study.

Check payments should be issued to UP Manila. The collection of the UPMREB review fees shall be done by the RGAO. An official receipt issued by the UPM Cashier shall be given to the Sponsor or Principal Investigator.