**Application No:**

**Documents Checklist**

I declare that I have attached the following documents (Please tick the check box and confirm)

1. Application form
2. Complete research protocol including an ethics consideration section
3. Information sheet for the research participants – In all three languages; Sinhala, Tamil and English
4. Consent form – In all three languages; Sinhala, Tamil and English
5. Assent forms – In all three languages; Sinhala, Tamil and English
6. Data collection tools/forms/questionnaires – In all three languages; Sinhala, Tamil and English
7. Indemnity/Insurance coverage (for clinical trials)
8. Summary and flow charts (for clinical trials)
9. Certificate of GCP training for at least one member of the research group
10. Materials transfer agreement (required for all research involving transfer of biological samples abroad)
11. Ethics approval from sponsoring country or country of the overseas investigator (if relevant)
12. Brief Curriculum vitae of all investigators
13. Receipt for the appropriate payment to the accounts department

I understand that the application for ethics clearance will not be accepted unless all documents are submitted. I declare that I am not seeking approval for a study that has already commenced or has already being completed. I understand that at least two months are required for ethics review and granting ethics clearance.

Signature of Principal Investigator: ………………………… Date: ……………………