



# UNIVERSITY OF CAMBRIDGE

Department of Politics and  
International Studies

## **POLIS Staff and Postdoc Ethical Approval**

Please complete this form before submitting it by email to the Ethics, Risk and Fieldwork Committee ([ERF@polis.cam.ac.uk](mailto:ERF@polis.cam.ac.uk))

Some questions may not be relevant to your specific research (for example, depending on your participants), but please ensure you answer all the necessary questions.

Please ensure you send any other relevant documents to accompany your application.

### **Personal Information**

Full name:

Job role/position:

Email address:

Telephone number:

### **What type of participant is involved in your research?**

Please delete as appropriate:

Adults/Vulnerable Adults/U18s

### **1. Briefly describe the aims of the research:**

**2. If the research is to be conducted outside the UK, please detail any links to overseas institutions and how the researcher will be supported and protected (e.g. risk assessment procedures):**

**3a. Briefly describe the study design, method and procedure.**

**3b. What types of data will be gathered? Please note anything classified as 'Special Category'.**

**3c. Please give details of your plans for handling data over the course of the project.**

**4. Please give details of the participants – who (with inclusion and exclusion criteria), how many, how potential participants are identified and recruited:**

**5. If the research involves patients of the NHS or those who fall under the auspices of the Mental Capacity Act 2005, it has to be reviewed by a recognised and appropriate external REC. Please indicate if this will be required:**

**6. Describe any discomfort or inconvenience to which participants may be subjected:**

**7. Please give details about your procedures for dealing with information arising in the course of your research that is a cause for concern:**

**8. Will participants be paid? If so, how much?**

**9. What will participants be told about the study's (a) aims (b) procedures?**

**10. What information about the research procedure or the purposes of the investigation will be withheld (if anything)?**

**11. When will consent be obtained?**

**12. At the end of the research, what will participants be told about the investigation?**

**13. What measures have been taken to ensure confidentiality, privacy and data protection during and beyond the end of the project?**

**14. How long will personal data be retained for following the end of the project, and how has this been decided?**

**Please also attach copies of the research proposal, participant information sheet and consent form, and any other interview schedules or materials for review.**