

**OSCE Academy in Bishkek**

***Application for Ethical Approval of Research Activities***

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| Name of Student / Researcher |  |
| Study Programme / Research Project |  |
| Thesis / Research Project Title |  |
| Name of Supervisor / Co-Investigator |  |
| Institutional Affiliation of Supervisor / Co-Investigator |  |
| Funding Institution / Grant (title) |  |
| (Planned) Starting Date of Research Activity |  |
| Contact Information of Student / Researcher (email) |  |
| Contact Information of Supervisor / Co-Investigator (email) |  |

Information on the Thesis / Researcher Project

Please provide a short summary of the planned thesis / research project, outlining rationale and objectives (max 300 words)

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Background Information on the Planned Research Activity:

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| Duration |  |
| Location(s) |  |
| Preparations (contacts, support structures, travels, technical equipment) – (max 150 words) |  |

Information on Study Design and Methods to be Used

Please provide detailed information on the access to the field / approach to participants. Describe the stages / schedules of the research activity, the methods to be applied (types of interviews, survey(s), observation, participation) and the rationale for the selection of methods (max 500 words)

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Information on Vulnerable Participants

Please provide information about the approach to vulnerable participants in the research activity. This might include participants with physical limitations (e.g. elderly, disabled, children), members of socially stigmatized groups (e.g. LGBT, ethnic minorities), or under political surveillance (e.g. members of opposition, CS activities) – (max 300 words)

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Information on Informed Consent / Waiver of Informed Consent

Please provide information if and how (oral, written, signed) informed consent will be obtained from participants. Detail the information provided to the participants about the research project, the procedures, its objectives, use of the results in further work.

In case informed consent will not be obtained please specify the reason.

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Information on Confidentiality / Data Protection

Please provide information about your efforts to guarantee anonymity of the participants and / or the confidentiality of the data collected in the research. Specify the methods used to protect and store data collected during the research (max 200 words).

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Risk Assessment

Please provide information on the potential risks with regard to the planned research activities and the later use / publication of collected data. Assess to what extent the research activities can be interpreted as sensitive and opposed by official positions / other societal actors. Estimate the risk to personal (physical / psychological) safety of the researcher(s) and the participants before, during, and after the research.

Consider to what extent the OSCE Academy and the OSCE and its Field Missions might be confronted with repercussions of the planned research activities and the results of the research work (including publications on sensitive questions) – (max 500 words).

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Compliance with OSCE Academy rules and regulations:

With my / our signatures below, I / we confirm that I / we have read the Academic Regulations of the OSCE Academy and the Code of Conduct of the OSCE Academy.

Signed

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| --- | --- |
| Student / Researcher | Date |
| Supervisor / Co-Investigator | Date |

***Ethical Board***

Recommendation

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Approval[[1]](#footnote-1)

Signature of the Ethical Approval Committee

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| --- | --- | --- |
| Name | Date | Signature |

1. In case approval can not be granted the “recommendation” section should stipulate a recommended course of action (revision of research design / plan; provision of additional information; resubmission to the ethical Board). [↑](#footnote-ref-1)