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1 PURPOSE

This standard operating procedure (SOP) describes the Research Ethics Board (REB) process for responding to reports of non-compliance, and the actions that the REB may take as a result of its review of reports of serious and/or continuing non-compliance.

2 SCOPE

This SOP pertains to REBs that review human participant research in compliance with applicable regulations and guidelines.

3 RESPONSIBILITIES

All REB members, REB Support Staff, and Researchers are responsible for ensuring that the requirements of this SOP are met.

Researchers are required to comply with all of the applicable guidelines and regulations governing the conduct of human research, as well as with the required conditions of approval of the REB.

The REB Support Staff and the REB members are responsible for bringing any and all allegations of non-compliance to the attention of the REB Chair or designee.

The REB is responsible for reporting any incidents of serious or ongoing allegations of non-compliance to the authorities overseeing the responsible conduct of research in the institution. If intentional, serious or continuing non-compliance is established, the REB may determine relevant corrective action.

4 DEFINITIONS

See Glossary of Terms.

5 PROCEDURES

Applicable procedures are covered in the institution's Policy on the Responsible Conduct of Research.

6 REFERENCES

See footnotes, if any.

7 REVISION HISTORY

| SOP Code | Effective Date | Summary of Changes |
|-----------------|----------------|---|
| REB-SOP 702.001 | 2020-03-20 | Original version (MUHC Board of Directors acknowledged 2020-03-20; approved 2021-03-22) |

8 APPENDICES