**Imperial College Research Ethics Committee (ICREC) and Science, Engineering and Technology Research Ethics Committee (SETREC)**

**Terms of Reference**

The Imperial College Research Ethics Committee and the Science, Engineering and Technology Research Ethics Committee:

1. shall review research projects requiring ethical approval to be carried out by College staff, or students under the supervision of College staff, unless:
2. The Imperial College PI is not the project lead (for example, the Imperial College PI is a co-investigator and the project lead is at another academic institution);
3. They fall under the remit of the NHS or Clinical Trial Regulations on human subjects, tissues or databases of personal information; and/or
4. They involve animal subjects.
5. shall, following review:
6. Give favourable opinion to the proposal without requiring any amendment;
7. Require clarification or modification to any part of the proposal, and give favourable opinion to the proposal subject to such clarification or modification being made; or
8. Reject the proposal in part or in whole.
9. may demand or initiate another review at any point in the life of a project previously given favourable opinion by the Committee or a Head of Department, and revoke the favourable opinion if necessary, in circumstances where:
10. There have been relevant or material changes to the personnel or the protocol;
11. The Committee has concerns about the conduct of the researchers or of the research;
12. Adverse events have been reported to the Committee (in line with the ICREC-SETREC SOP 044); and/or
13. More than 5 years have passed since the last favourable opinion.
14. shall establish, implement and keep under review the codes of practice, procedures and policy guidelines for the consideration, favourable opinions and monitoring of research projects, including adherence to the International Conference on Harmonisation Good Clinical Practice (ICH GCP) guidelines alongside the Research Governance and Integrity Team.
15. shall use the criteria for the evaluation of proposed research activities as set out in the National Institutes of Health (NIH) guidelines for the conduct of research involving human subjects and the associated NIH Multiple Project Assurance.
16. where ICREC or SETREC are concerned with the review and approval of ethical issues relating to participant safety and research integrity, the committee may require that Head of Department and/or Academic Supervisor take responsibility for any general health and safety aspects of the research activity and conduct.
17. shall assess the ethical concerns of research projects submitted for review and approval by ICREC/SETREC.
18. shall escalate serious concerns regarding research compliance or adverse events to the approving Head of Department and advise on corrective actions.
19. shall review the Terms of Reference at the first Committee Meeting of each calendar year.