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# SINGAPORE SPORT INSTITUTE INSTITUTIONAL REVIEW BOARD – Research Monitoring Guide

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## 1. Research Monitoring

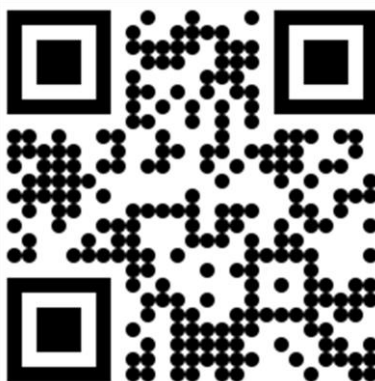
### 1.1 Periodic Update of Research

It is the responsibility of the Principal Investigator(s) to provide status update every half-yearly (i.e., before the last calendar day of June and December). SSI-IRB Secretariat will provide email reminders to researchers when the reporting date nears. Researchers who miss the stipulated reporting dates will be given a warning and are required to update the status within 7 calendar days. Failure to do so will result in internal disciplinary action (i.e., suspension of study). Repeated offenders will face similar disciplinary actions.

#### STATUS UPDATE OF RESEARCH

It is the responsibility of the Principal Investigator(s) to:

- Provide status update of on-going research online (~3 min)
- By the end of every January & July
- Via [bit.ly/39vUMWI](https://bit.ly/39vUMWI)



#### FAILURE TO UPDATE STATUS OF RESEARCH

Researchers who fail to comply:

- Given a warning; to submit research status within 7 calendar days
- Disciplinary actions will be taken

## 1.1 Internal Audit of Research Studies

