

EXAMPLE OF THE MINUTES OF INSTALLATION OF THE RESEARCH ETHICS COMMITTEE

In the City of _____ being the _____ hours on dd/mm/yy, they meet (refer to the people or positions that attend the installation) to formalize the installation of the **Research Ethics Committee (CEI) of the establishment (write the name of the establishment)** hereafter "CEI".

The installation of the CEI is carried out under the responsibility of (write the full name of the director or head of the institution or establishment), based on (refer to the internal regulations that grant him/her powers).

The integration of the CEI is hereby recorded in accordance with the following:

- Name or corporate name of the facility or establishment.
- Address of the institution or establishment where the CEI is installed.

INTEGRATION

- Name, Profession and position held by each of the members of the CEI.
- Name Position Profession Signature 1..... "n"....

CEI FUNCTIONS:

The powers and obligations of the members of the Committee will be those provided for in the National Guide for the Integration and Operation of Research Ethics Committees, as well as the rules of operation of the Committee issued by this establishment.

FINANCING METHOD:

The operating expenses of the Research Ethics Committee will be covered by the establishment to which this Committee belongs.

STATEMENTS: -----

PLACE, DATE AND TIME OF INSTALLATION OF THE COMMITTEE.

AUTOGRAPH SIGNATURE OF THE ATTENDEES (DIRECTOR OR HEAD AND THE MEMBERS OF THE CEI).