**Research Ethics Committee (REC)**

**The Aga Khan University**

**Nairobi, Kenya**

AGA KHAN UNIVERSITY

# PROGRESS REPORT

**PROJECT ID REPORT DATE**

GRANT CODE **FROM** AND **TO**

**URC** **Seed Money** **External Funded** : Local Overseas

**FUNDING PERIOD** (from & to) :

|  |  |
| --- | --- |
| **PROJECT TITLE** : |  |
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|  |  |
| --- | --- |
| **PRINCIPAL INVESTIGATOR** |  |
| OR REPORTED BY |  |

[[1]](#footnote-1)**PLEASE COMPLETE AND RETURN THIS FORM NO LATER THAN:**

|  |  |
| --- | --- |
| 1. PROJECT COMMENCEMENT DATE: |  |

1. IF THE PROJECT HAS NOT COMMENCED, OR COMMENCEMENT DELAYED, ADVISE WHEN THE PROJECT IS EXPECTED TO COMMENCE OR WHETHER THE PROJECT IS TO BE WITHDRAWN OR WHAT IS THE REASON FOR DELAY IN STARTING THE PROJECT WORK

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|  |

1. IS THE PROJECT COMPLETE ?YES IF, YES, GIVE DATE :

NO

1. GIVE A BRIEF REPORT OF PROGRESS AND RESULTS TO DATE, IF ANY, Problems encountered actions taken to solve the problems, IF ANY AND INCLUDE A LIST OF PUBLICATIONS, IF ANY (ATTACH A SEPARATE PAGE IF NECESSARY).

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| 1. THIS REPORT COVERS THE PERIOD BETWEEN |  | TO |  |

1. DETAILS OF PROGRESS REPORTS (IF ANY) SUBMITTED EARLIER.

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| --- | --- | --- | --- | --- |
| **REPORT NO** | **PERIOD COVERED** | **PHASE WISE**  **COMPLETION OF THE WORK PLAN** | **DATE OF SUBMISSION** | **REMARKS** |
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1. HAS THE PROJECT BEEN CONDUCTED IN ACCORDANCE WITH THE PROTOCOL APPROVED BY THE RESEARCH COMMITTEE AND HEALTH ETHICS COMMITTEE

Yes No

IF NO, PLEASE GIVE DETAILS.

1. HAVE YOU MADE /PROPOSE ANY MODIFICATION IN THE ORIGINAL PROTOCOL OR METHODOLOGY, OR WORK PLAN?

Yes No

IF YES, PLEASE DETAIL REASONS FOR MODIFICATIONS. (add extra rows if needed and attach revised proposal )

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| **Item** | **Original Text & Page** | **Modification made & Page** | **Explanation for Change** |
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1. HAS THE REC APPROVAL PERIOD EXPIRED?

Yes No

IF YES, DO YOU WISH TO APPLY FOR AN EXTENSION OF THE APPROVAL PERIOD?

Yes No

IF YES, PLEASE STATE THE NEW EXPIRY DATE REQUESTED AND THE REASON FOR REQUEST FOR EXTENSION.

|  |  |
| --- | --- |
| **New expiry Date Requested** | **Reasons for Extension** |
|  |  |

PLEASE REMEMBER THAT ANY AMENDMENTS TO THE APPROVED PROTOCOL REQUIRE FURTHER SPECIFIC APPROVAL BY REC.

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I CONFIRM THAT THIS RESEARCH PROJECT IS IN CONFORMITY WITH THE SPONSOR[[2]](#footnote-2) AND THE APPROVAL OF THE ETHICAL REVIEW COMMITTEE AND (AND SUBJECT TO ANY CHANGES SUBSEQUENTLY APPROVED) AND THAT ALL AMENDMENTS ARE ALREADY REPORTED TO THE RESEARCH SUPPORT UNIT

ALL FINANCIAL MATTERS ARE DEALT ACCORDING TO THE GRANTS & CONTRACTS OFFICE GUIDELINES.

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| **Principal Investigator** |  |  |  |

###### Name Department

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|  |  |  |  |

###### Signature Date

**Department Chair’s**

**Signature & Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Submit Progress Report to Research Support Unit via email [↑](#footnote-ref-1)
2. Sponsor is referred to as the funding agency for e.g. (URC, Seed Money or External funding agency) [↑](#footnote-ref-2)