



UNIVERSITY OF CAPE TOWN
Faculty of Health Sciences
Human Research Ethics Committee



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Dear Heads of Department, Department Research Chairs and Researchers

Faculty of Health Sciences Human Research Ethics Committee: End of Academic Year Submission Deadlines and Office Closure

The Faculty of Health Sciences Human Research Ethics Committee (HREC) Office wishes to inform Heads of Department, Department Research Chairs and researchers that the last submission date for new protocol applications that may be considered for possible expedited review in 2016 is **Wednesday 30th November 2016**.

However, please note that given the low availability of reviewers over the December/January period, the HREC cannot guarantee that new protocol applications will be sent out for review before the first formal 2017 submission deadline on 9th January 2017.

New protocol applications submitted after Wednesday 30th November 2016 will be held over until the first 2017 submission deadline, which is **9th January 2017**. The first 2017 Full Committee Meeting is on **27th January 2017**.

The HREC Office will also be closed from **23rd December 2016 to 2nd January 2017** (inclusive). The HREC Office will re-open on Tuesday 3rd January 2017.

From 1st to 22nd December 2016; and 3rd to 6th January 2017, the HREC Office will continue to process all other ethics-related matters, including study amendments, study staff amendments, annual progress reports, protocol deviations, and serious adverse events. New protocol applications will also be processed to facilitate review in January 2017.

The HREC wishes to thank Heads of Department, Department Research Chairs, reviewers and researchers for their continued support.

Yours sincerely

PROFESSOR M. BLOCKMAN
CHAIRPERSON, FHS HUMAN RESEARCH ETHICS COMMITTEE