



Institutional Review Board
Approval Letter For Research Involving Human Subjects

Principal Investigator:	Mr Kwok Boon Chong
Project Title:	Accuracy and Reliability of Manual Muscle Testing and Subjective Feedback to Identify Optimal Hip Flexion Angle for Clamshell Exercise (“Project”).
Project Number:	2020102
Action:	APPROVED
Approval Date:	13 July 2020
Expiry Date:	31 December 2020

Dear Mr Kwok Boon Chong

Based on the materials submitted, this Project has been reviewed and approved by the SIT-IRB by Expedited Review. If there are modifications to any of the materials, you are required to re-submit them for approval. Likewise, if this Project cannot be completed before the expiry date above, you are required to seek approval from the SIT-IRB to continue with it. Please be reminded that it is your duty to ensure that the SIT-IRB’s approval covers the entire duration of this Project.

In addition, please note the following due to the current COVID-19 pandemic:

1. Where possible, interviews with participants shall be conducted via telephone, tele-conferencing or video-conferencing;
2. Research studies that will be conducted face-to-face in close proximity must adhere to the advisory guidelines emailed by A/Prof Susanna Leong to Principal Investigators on 3 July 2020. Please see Appendix 1;
3. Appendix 2 is the advisory email you may use to advise your students, research staff and trainees on the guidelines.

SIT, Institutional Review Board

Professor Ponnampalam Gopalakrishnakone, Chairman of Singapore Institute of Technology – Institutional Review Board

Date: 13 July 2020

Signature: 

Appendix 1: Advisory on Research Activities during Phase 2 from A/P Susanna Leong, 3 July 2020

From: Susanna Leong Su Jan
Sent: Friday, July 3, 2020 11:33 AM
To: Faculty; POD
Cc: Tsoi Mun Heng; Mervyn, Tan Pik Shein; Cluster Directors; Estates; APPLIED RESEARCH OFFICE; Cluster Support; Goh Geok Ngoh; Derek Chua Yong Wei; Rachel Ong Hui Lin
Subject: Advisory to PIs, Students, Research Staff and Trainees: Guidance on research activities
Attachments: Research Activities Advisory - Phase 2 - Students Research Staff and Trainees_SL.pdf; Research Activities Advisory - Phase 2 - Students Research Staff and Trainees_SL.docx

Dear Principal Investigators (PIs),

We trust that you are doing well and keeping safe.

Singapore started Phase Two of post-Circuit Breaker on 19 June 2020.

A. Principal Investigators (PIs), students, research staff and trainees may engage in the following research activities on and off campus with effect from **6 July 2020**:

i. Core Curriculum Activities:

Research projects applicable to core curriculum activities*.

ii. Other Applied Research activities (not part of students' curriculum):

These projects may involve students hired under the student helper scheme, research staff, or trainees hired under the SGUnited Traineeship Programme.

Please communicate the attached guidelines to **students, research staff and trainees** who are part of your research team.

*Note:

- a. If the activity is not a core curriculum or can be postponed (even if it is a core curriculum) without affecting the academic progression of the student, it should be postponed until guidance is given from MOE to allow such activities.
- b. Students must be given the option to opt out if they are not comfortable to proceed with the research activity. The PI will need to explain to the students the impact on their learning progression.

B. The following guidelines are for the safe conduct of research activities on and off SIT Campuses:

i. On SIT Campuses:

- a. Risk assessment must be conducted prior to any research activity;
- b. SIT's Safe Management Measures (SMM) must be adhered to;
- c. Approval must be sought before any research activities are conducted, from the relevant authority (e.g. students from supervisors, research staff from PI, faculty from CDs, POs from Dir, POD);
- d. Approval will be subject to capacity of work venues (lab usage requires POD approval);
- e. Research activities must not involve more than five persons per group and adhere to safe distancing measures;
- f. PIs/ students/ research staff/ trainees who are unwell, or who have household members on Home Quarantine Order/Stay Home Notice or have adult household members with flu-like symptoms such as fever and cough, are required not to engage in research activities;

- g. Research activities must stop by 10:00 pm on weekdays (Mon-Fri). Research activities on weekends are not permitted during Phase Two.

- ii. Off SIT Campuses e.g. tertiary/research institutes, hospitals, hotels, industry sites, etc. Please use the attached draft in your email communication to the students, research staff and trainees.
 - a. Risk assessment must be conducted prior to any research activity;
 - b. SMM of host organization must be complied with;
 - c. Approval must be sought before any research activities are conducted, from the relevant authority e.g. students from supervisors, research staff from PI, faculty from CDs, POs from Dir, POD);
 - d. Researchers must wear masks at all times and maintain a 1-metre safe distance between individuals. If not practicable, a 1-metre safe distance must be maintained between groups, with each group made up of no more than 5 persons, and no mixing between groups;
 - e. Meetings between research participants must be at public venues only; meetings at individuals' homes are not recommended as personal safety & hygiene/risk level at the location (or as practiced by the residents) cannot be effectively ascertained;
 - f. Check in and check out of a site using SafeEntry, comply with temperature and symptom screening at the respective venues, and activate the TraceTogether App when possible;
 - g. PIs/ students/ research staff/ trainees who are unwell, or who have household members on Home Quarantine Order/Stay Home Notice or have adult household members with flu-like symptoms such as fever and cough, are required not to engage in external research activities.

If you have any queries with respect to the above, please contact Mr Mark Alexander (Email: mark.alexander@singaporetech.edu.sg, Tel: 6592 3321) from the Applied Research Office (ARO) for assistance.

Thank you.

Regards,

A/Prof Susanna Leong
Assistant Provost (Applied Research)

Appendix 2: Advisory on Research Activities during Phase 2 to be provided by PI to students, research staff and trainees, from A/P Susanna Leong, 3 July 2020

Research Activities Advisory for Students, Research Staff & Trainees – Phase Two

Dear SIT Students, Research Staff & Trainees,

We trust you are doing well and keeping safe.

Singapore started Phase Two of post-Circuit Breaker on 19 June 2020.

A. Principal Investigators, students, research staff and trainees may engage in the following research activities on and off campus with effect from 6 July 2020:

- i. Core Curriculum Activities:
Research projects applicable to core curriculum activities*.
- ii. Other Applied Research activities (not part of students' curriculum):
Research projects which may involve research staff, students hired under the student helper scheme, or trainees hired under the SGUnited Traineeship Programme.

***Note:**

- a. If the activity is not a core curriculum or can be postponed (even if it is a core curriculum) without affecting the academic progression of the student, it should be postponed until guidance is given from MOE to allow such activities.
- b. Students have the option to opt out if they are not comfortable to proceed with the research activity; Your supervisor/PI will explain you the impact on your learning progression.

B. The following guidelines are for the safe conduct of research activities on and off SIT Campuses:

- i. On SIT Campuses:
 - a. Risk assessment must be conducted prior to any research activity;
 - b. SIT's Safe Management Measures (SMM) must be adhered to;
 - c. Approval must be sought before any research activities are conducted, from the relevant authority (e.g. students/research staff/trainees must seek approval from respective supervisors or PIs);
 - d. Approval will be subject to capacity of work venues (lab usage requires POD approval);
 - e. Research activities must not involve more than five persons per group and adhere to safe distancing measures;
 - f. PIs/ students/ research staff/ trainees who are unwell, or who have household members on Home Quarantine Order/Stay Home Notice or have adult household members with flu-like symptoms such as fever and cough, are required not to engage in research activities;
 - a. Research activities must stop by 10:00 pm on weekdays. Research activities on weekends are not permitted during Phase Two.
- ii. Off SIT Campuses e.g. tertiary/research institutes, hospitals, hotels, industry sites, etc.
 - a. Risk assessment must be conducted prior to any research activity;
 - b. SMM of host organization must be complied with;
 - c. Approval must be sought before any research activities are conducted, from the relevant authority (e.g. students/ research staff/ trainees must seek approval from respective supervisors or PIs);
 - d. Researchers must wear masks at all times and maintain a 1-metre safe distance between individuals. If not practicable, a 1-metre safe distance must be maintained between groups, with each group made up of no more than 5 persons, and no mixing between groups;
 - e. Meetings between research participants must be at public venues only; meetings at individuals' homes are not recommended as personal safety & hygiene/ risk level at the location (or as practiced by the residents) cannot be effectively ascertained;
 - f. Check in and check out of a site using SafeEntry, comply with temperature and symptom screening at the respective venues, and activate the TraceTogether App when possible;
 - g. PIs/ students/ researchers staff/ trainees who are unwell, or who have household members on Home Quarantine Order/Stay Home Notice or have adult household members with flu-like symptoms such as fever and cough, are required not to engage in external research activities.

If you have any queries with respect to the above, please contact your supervisor/PI or Mr Mark Alexander (email: mark.alexander@singaporetech.edu.sg, Tel: 6592 3321) for assistance.

Thank you.

A/Prof Susanna Leong
Assistant Provost (Applied Research)

3 July 2020