**Delft University of Technology**

**HUMAN RESEARCH ETHICS**

**RESEARCH ETHICS EXECUTION SCHEDULE
(Version: February 2022)**

When you’re conducting research involving human Research Subjects, designing an effective [Data Management Plan](https://www.tudelft.nl/en/library/research-data-management) and [Informed Consent process](https://d2k0ddhflgrk1i.cloudfront.net/TUDelft/Over_TU_Delft/Strategie/Integriteitsbeleid/5_ICTG-Informed%20Consent%20templates%20and%20guide.docx) is key. Once you’re conducting your research – and just as importantly after you’ve finished your study – ensuring that you execute the commitments you make with your participants is also vital. This checklist can help you monitor, amend and execute these binding commitments, during your study and after you’ve collected your research data.

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| **Point to Execute** | **Responsible** | **Date** | **Status** |
| **Data Management Plan** |
| *Eg: Delete identification key or raw data such as video and audio recordings.* | *Who is going to do this (and how will this be updated if personnel change)?* | *Date or criteria on which the date will be determined* | *What is the status on what date – and how will this be monitored?* |
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| **Informed Consent** |
| *Eg: Transcripts will be sent to participants for approval before raw data are deleted.* | *Who is going to do this (and how will this be updated if personnel change)* | *Date or criteria on which the date will be determined* | *What is the status on what date – and how will this be monitored?* |
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