



LUNG CENTER OF THE PHILIPPINES

INSTITUTIONAL ETHICS REVIEW BOARD

Quezon Avenue Extension, Quezon City, Philippines 1100

4th Flr. Room 4013 Tel Nos. 9246101 local 568

E-mail : lcpierb@gmail.com. Website : erc@lcp.gov.ph

INVITATION LETTER

<Date: dd/mm/yyyy>

<Title, Name, Surname of nominee>

<Institution/Affiliation>

<Address>

Dear _____:

The **LCPIERB** would like to invite you as an **Alternate Member**.

As an **Alternate Member**, we recognize your expertise in the field of research that will be proposed and appreciate your insights/expert opinions as well as any recommendations.

As an **Alternate Member**, you will be assigned as a Primary Reviewer and will accomplish the two LCP-IERB forms attached to the research protocol/s that will be sent to you two (2) weeks before the regular meeting of the LCP-IERB which is every 4th Wednesday of the month. You will be required to attend the meeting and participate in the discussion. You will be counted in the quorum and will have the responsibilities as the Regular Member you are alternating for.

Please sign the conforme below if you accept our invitation. Likewise, examine and sign the Confidentiality Agreement and Conflict of Interest Disclosure Form (refer to attached form) and return these to the **LCPIERB** Secretariat. You are required to submit your latest Curriculum Vitae and updated ICH-GCP Certificate.

An honorarium will be given for every meeting attended, subject to the approval of the Executive Director and the Management Committee.

For any questions, please feel free to contact the **LCPIERB** Secretariat at **924-6101 loc. 568**.

Thank you for your attention and hoping for your favorable response.

Sincerely,

Executive Director
Lung Center of the Philippines

Conforme:

Signature over Printed Name

Date