

Ontario Cancer Research Ethics Board N2/CAREB REB SOP Addendum

OCREB has adopted the N2/CAREB REB SOPs. However, in order to reflect specific OCREB requirements, this addendum must be used in tandem with the SOP noted below*.

N2/CAREB SOP 105A – Conflicts of Interest – REB Members and REB Office Personnel

| SOP Section | OCREB Addendum |
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| <p>5.7.2 REB members sign a <i>Confidentiality of Information and Conflict of Interest Agreement</i> annually, or as determined by the organization;</p> | <p>5.7.2 REB members sign a <i>Confidentiality of Information and Conflict of Interest Agreement</i> annually. Additionally:</p> <ul style="list-style-type: none"> OCREB members complete and sign a <i>Conflict of Interest Declaration</i>, when applicable; New community members complete and sign a <i>Conflict of Interest Non-Affiliation Declaration</i>; The OCREB Research Ethics Officer, or designate, receives and reviews all declarations and brings real, potential or perceived Conflict of Interest to the OCREB Policy & Procedures Committee for further review. |
| <p>5.7.6 At the time of hire, all REB Office Personnel sign a <i>Confidentiality of Information and Conflict of Interest Agreement</i> as a condition of their employment with the organization agreeing to abide by the COI and confidentiality policies of the organization. REB Office Personnel must also comply with REB COI SOPs;</p> | <p>5.7.6 At the time of hire and annually, all REB Office Personnel sign a <i>Confidentiality of Information and Conflict of Interest Agreement</i> as a condition of their employment with the organization agreeing to abide by the COI and confidentiality policies of the organization. REB Office Personnel must also comply with REB COI SOPs;</p> |

| Revision History | |
|---------------------|------------------------------------------------------------------------------------------------------|
| Date/Version | Summary of Changes |
| August 28, 2018/001 | Original version. |
| March 21, 2025/004 | 5.7.2, Clarified procedure for when declarations are reviewed by the Policies & Procedures Committee |
| June 5, 2026/005 | No revision needed. |