



NATIONAL COUNCIL FOR EURASIAN AND EAST EUROPEAN RESEARCH

**HEWETT POLICY FELLOWSHIP  
HUMAN SUBJECTS REVIEW FORM**

*Before completing this form, please first review the Human Subjects Categories of Review, available at the following URL:  
[http://www.nceer.org/Programs/Hewett/Human\\_subjects\\_categories\\_of\\_review.pdf](http://www.nceer.org/Programs/Hewett/Human_subjects_categories_of_review.pdf).  
Please also provide relevant details and a copy of the survey or questions to be asked.*

1. Name of organization: \_\_\_\_\_

2. Who are you speaking to in the focus group/ surveying? Do they fall into any of the protected groups like minors, pregnant women, people who are compelled to participate without wanting to, etc.

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3. Did they have the right to refuse to participate? Are their remarks anonymous?

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4. How long are the sessions/ survey? In what language are they being given? That is, will people clearly understand what they are being asked?

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5. Is there any potential that parents, supervisors, officials, etc. will retaliate against them for answers that they give to certain questions?

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6. You are asking some potentially inflammatory issues about working conditions, corruption, etc. Are people going to be free to speak without fear that someone will retaliate?

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7. How are you protecting their confidentiality? For example, are supervisors interviewed at a different time from subordinates? Do supervisors know if subordinates are being interviewed? Will your write-up contain anonymous comments that cannot be traced to a certain individual?

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