RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

As mandated by the 2017 National Ethical Guidelines (page 28, section D, paragraph 2), UV-REC should consider both the scientific and ethical aspects of the proposed research even when the REC is distinct from the technical review committee. For student researches, PI and advisers are advised to ensure that the technical and scientific soundness are in place, and that the recommendations of the technical review committee and consultants are considered and integrated in the protocol. It is further advised, that the Research Protocol Assessment Forms issued by UV-REC are considered during the crafting and evaluation of the proposal.

Instructions:

To the Proponent: Please indicate in the space provided below whether or not the specified assessment point is addressed by your study protocol to facilitate the evaluation of the assessment point. Indicate the page and paragraph where this information can be found.

To the Reviewer: Kindly evaluate how the assessment points outlined below have been appropriately addressed by the researcher protocol as applicable. Please confirm the submitted information by putting your comments in the space provided under "OBSERVATION" and "REFERENCE". Finalize your review by indicating your conclusions under "RECOMMENDED ACTION" and sign the space provided by the reviewer.

Reference Number 2019 - _____	Protocol Title : Click here to enter text.
Authors: Click here to enter text.	
Adviser: Click here to enter text.	
Panel Members: Click here to enter text.	

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
INTRODUCTION						
Does the introduction present a clear exposition of the topic?	◉	○	○	pp		
Is the introduction supported by scholarly evidences?	◉	○	○	pp		
Does the introduction reveal what is unknown?	◉	○	○	pp		

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
Is the gap addressed?	⦿	○	○	pp		
PHILOSOPHICAL STANCE						
Is the ontological assumptions explicitly acknowledged and is it appropriate for the problem? - Existence (Questions of Experiencing and Understanding) - First Opening - For Descriptive: Person considerd as a separate mind-body person living in a world of objects - For Interpretative: Person exists as a being in and of the world	○	○	○	pp		
Is the epistemological assumptions explicitly acknowledged and is it appropriate for the problem? (Questions of Knowing) - Theoretical Naïveté - Preteoretical Stance - Pre Thematized - Epoché - Intentionality	⦿	○	○	pp		
Is the axiological assumptions explicitly acknowledged and is it appropriate for the problem? - Facticity - Phenomenological Reduction - Bracketing (for Descriptive only) or Briddling (for Interpretative only) or Hermeunitic Circle (for Hermuenitics only) - For Descriptive: Data speaks for itself - For Interpretive: Interpreters participate in making data	⦿	○	○	pp		
Is the rhetoric assumptions explicitly acknowledged and is it appropriate for the problem?	⦿	○	○	pp		

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
- Metaphores (for Interpretative only)						
Is the methodological assumptions explicitly acknowledged and is it appropriate for the problem? - Thematizing - Intuiting	●	○	○	pp		
DOMAINS OF INQUIRY						
Is the problem stated unambiguously, and is it easy to identify?	●	○	○	pp		
Does the problem statement build a cogent, persuasive argument for the new study?	●	○	○	pp		
Does the problem have significance to the profession?	●	○	○	pp		
Is there a good match between the research problem on the one hand and the paradigm, tradition, and methods on the other?	●	○	○	pp		
Verb: explore, describe, discover	●	○	○	pp		
Encode/Foci: experience, lived experience, meaning, essence	●	○	○	pp		
RESEARCH QUESTIONS						
Are research questions explicitly stated? If not, is their absence justified?	●	○	○	pp		
Are the questions consistent with the study's philosophical basis, underlying tradition, or ideological orientation?	●	○	○	pp		
What is the lived-experience of the informants? (description) What does this mean to them? (essence) Where does it come from? (origin) How is it experienced? (process)	●	○	○	pp		
If procedural: What are the experiences?	●	○	○	pp		

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

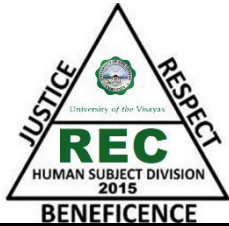| *TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point →* **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
What themes emerge form the experience? What are the common context and thoughts? What are the universal structures? What are the invariant structures? What is the overall essence of the experience?						
SIGNIFICANCE OF THE STUDY AND COMMUNITY CONSIDERATION						
Does the problem have significance to the profession? Is there a clear statement to which findings are linked?	◉	○	○	pp		
Is there a review of the impact of the research on the community where the research occurs? Is there involvement of the community in decision about the conduct of the study?	◉	○	○	pp		
Is there discussion on issues like stigma or drainage of local capacity? Is there discussion on sensitivity to cultural traditions?	◉	○	○	pp		
RESEARCH TRADITION						
Descriptive or Interpretative? Is it appropriate and aligned to the Philosophical Stance? Is the specific design or school of thought declared?	◉	○	○	pp		
Was an adequate amount of time spent in the field or with study participants? Was there an adequate number of contacts with study participants?	◉	○	○	pp		
Did the design unfold in the field, giving researchers opportunities to capitalize on early understandings?	◉	○	○	pp		
POPULATION AND SAMPLE						
Is the population or sample described in sufficient detail?	◉	○	○	pp		
Did it utilize criterion-based purposive technique or purposive with snowball technique? Did it state that the "informants must have experienced the phenomenon"?	◉	○	○	pp		

4

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
Is there an Inclusion criterion? Are the inclusion criteria precise both for scientific merit and safety concerns? Is there equitable Selection?	⦿	○	○	pp		
Is there an Exclusion Criteria? Are the exclusion Criteria precise both for scientific merit and safety concerns? Is there justifiable exclusion?	⦿	○	○	pp		
Is there withdrawal criteria? Are the withdrawal criteria precise both for scientific merit and safety concerns? Will attrition be minimized?	⦿	○	○	pp		
DATA COLLECTION						
Were the methods of gathering data appropriate? - Researcher as the Main Instrument? - Interview (Main Enabler) – Semi-structured or unstructured; Never structured?	⦿	○	○	pp		
6 Interview Quality Criteria? Sensitivity and Good Interview Skills?	⦿	○	○	pp		
Did the researcher ask the right questions and were they recorded in an appropriate fashion?	⦿	○	○	pp		
Was a sufficient amount of data gathered? Were the data of sufficient depth and richness?	⦿	○	○	pp		
PROCEDURES						
Are data collection and recording procedures adequately described and do they appear appropriate?	⦿	○	○	pp		
Were data collected in a manner that enhances trustworthiness? If biases occur, was it acknowledged and reported?	⦿	○	○	pp		
Was the staff that collected data appropriately trained?	⦿	○	○	pp		
STRATEGIES TO ENHANCE TRUSTWORTHINESS						
Throughout the Inquiry - Reflexivity/reflexive journaling	⦿	○	○	pp		

5

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	**YES**	**NO**	**N/A**	Page & paragraph where it is found	**OBSERVATION** *(TO BE FILLED-OUT BY THE REVIEWER)*	**REFERENCE** *(TO BE FILLED-OUT BY THE REVIEWER)*
- Careful documentation, decision trail						
Data Generation - Prolonged Engagement - Persistent Observation - Comprehensive Fields notes - Theoretically driven sampling - Audiotaping & verbatim transcription - Triangulation (data, method) - Saturation of Data - Member Checking	◉	○	○	pp		
Data Coding/Analysis - Transcription rigor - Inter-coder checks; development of a codebook - Quasi-statistics - Triangulation (investigator. Theory, analysis) - Search for confirming evidence - Search for disconfirming evidence/negative case analysis - Peer review/debriefing - Inquiry audit	◉	○	○	pp		
Presentation of Findings - Documentation of quality-enhancement efforts - Thick, vivid description - Impactful, evocative writing - Disclosure of researcher credentials, background - Documentation of reflexivity	◉	○	○	pp		
DATA ANALYSIS						
Are the data management and data analysis methods sufficiently described? Was the data analysis strategy	◉	○	○	pp		

RESEARCH PROTOCOL ASSESSMENT FORM:
Phenomenology

TO BE FILLED-OUT BY THE PRINCIPAL INVESTIGATOR OR PROPONENT: Indicate if the protocol contains the specified point → **ASSESSMENT POINTS**	YES	NO	N/A	Page & paragraph where it is found	OBSERVATION (TO BE FILLED-OUT BY THE REVIEWER)	REFERENCE (TO BE FILLED-OUT BY THE REVIEWER)
compatible with the research tradition and with the nature and type of data gathered?						
For Descriptive: Collaizi? Kaam? Giorgi? For Interpretative: IPA? Smith?	◉	○	○	pp		
Did the analysis yield an appropriate "product" (e.g., a theory, taxonomy, thematic pattern)? Do the analytic procedures suggest the possibility of biases?	◉	○	○	pp		
PI, ADVISER OR CONSULTANT QUALIFICATION						
Is the PI Qualified? If not, are there qualified advisers or consultant?	◉	○	○	pp		

RECOMMENDED ACTION	
□ EXPEDITED	□ APPROVE
□ FULL BOARD	□ MINOR MODIFICATIONS
	□ MAJOR MODIFICATIONS
	□ DISAPPROVE
	□ PENDING, IF MAJOR CLARIFICATION ARE REQUIRED BEFORE A DECISION CAN BE MADE

JUSTIFICATION FOR RECOMMENDED ACTION:

PRIMARY REVIEWER:	RESEARCH ADVISER:	RESEARCH INSTRUCTOR/COORDINATOR:
_____ (Print Name & Signature) (Date)	_____ (Print Name & Signature) (Date)	_____ (Print Name & Signature) (Date)

Corner Colon & Jakosalem Streets, Cebu City 6000, Philippines   *Telephone: +63 (32) 416.8607; Email: rec@uv.edu.ph*