

**Reliance Acknowledgement
Between**

National Aeronautics and Space Administration (NASA)

And [Enter Name of Relying Institute]

For Institutional Review Board (IRB) Review

1. AUTHORITY AND PARTIES

1.1 Name of Institution Providing IRB Review (IRB of Record): National Aeronautics and Space Administration (NASA)

NASA IRB Registration Number	IORG0007525
NASA FWA Number	FWA00019876
Street Address	2101 E NASA Pkwy
City	Houston
State (if US)	TX
Zip/Postal Code	77058

Name of Individual Responsible for Administration of this Agreement	Marisa Covington, Ph.D., CIP
Title of Individual	Director, OCHMO Office of Research Assurance
Phone Number	281-244-8277
Email address	marisa.d.covington@nasa.gov

1.2 Name of Institution Relying on the Reviewing IRB (Relying Institution):

Institution's OHRP FWA #	
Name of Institutional Official	
Street Address	
City	
State (if US)	
Zip/Postal Code	

Name of Relying Site Investigator	
Title of Individual	
Phone Number	
E-mail address	

2. SCOPE OF THE ACKNOWLEDGEMENT

2.1 The Officials signing below agree that the **[Enter Name of Relying Institute]** IRB shall rely on the NASA IRB for review and continuing oversight of the following research protocol:

Title of Research Project*	
NASA eIRB Number	
Name of NASA Principal Investigator	
Name of Sponsor	
Name of Funding Agency	
Award Number, if any	

*If an RA for more than one research project is being completed at this time, attach an addendum for the additional projects to this form.

2.2 The review performed by NASA IRB will meet human subject protection requirements [14 CFR 1230, NPR 7100.1A, HHS 45 CFR 46, and FDA 21 CFR 50, 56, 312, and 812], as applicable. The NASA IRB will follow written procedures for reporting its findings and actions to the appropriate officials at the **[Enter Name of Relying Institute]** IRB.

2.3 The **[Enter Name of Relying Institute]** IRB remains responsible for ensuring compliance with the NASA IRB’s determinations and with the terms of its OHRP-approved FWA. The **[Enter Name of Relying Institute]** IRB will notify the NASA IRB promptly, and in writing, of any suspension, restriction, termination, or expiration of its FWA.

2.4 This document must be kept on file by both parties and provided to the FDA, OHRP, and/or other applicable regulatory agencies upon request.

2.5 This acknowledgement is limited to the review and continuing administration of the protocol as outlined in the responsibilities located in the corresponding SOP.

3. RESPONSIBILITIES OF IRB OF RECORD: NASA IRB

3.1 Maintain an FWA;

3.2 Maintain a Board membership that satisfies the requirements of 14 CFR 1230.107, 45 CFR 46.107, and 21 CFR 56.107, as applicable.

3.3 Comply with all applicable Federal, State, and Local Laws and regulations;

3.4 Make available to **[Enter Name of Relying Institute]** the NASA IRB’s Standard Operating Procedures;

3.4.1 Include any standardized language required for Informed Consent documents;

3.4.2 The Relying Institution shall confirm receipt and compliance with *HRP – 100 – SOP Establishing Reliance Acknowledgements* and *HRP – 101 – SOP: NASA IRB Serving as the IRB of Record* by checking the appropriate boxes and signing this document.

4. RESPONSIBILITIES OF THE RELYING INSTITUTION: [Enter Name of Relying Institute]

4.1 Maintain an FWA;

4.2 Comply with all applicable Federal, State, and Local laws and regulations and inform the IRB of Record when State and Local laws may affect the research and its oversight.

4.2.1 The Relying Institution must ensure organizational compliance with all HRPP. For example, if the Relying Institution requires approval by other internal review committees prior to IRB or EC approval (e.g. Institutional Biosafety, Radiation Safety), the Relying Institution must include that information and approval letters in the IRB application.

5 LIABILITY

5.1 Each Party agrees to assume liability for its own risks arising from or related to activities conducted under the scope of this Acknowledgment.

6 TERM OF AGREEMENT

6.1 The term of this Acknowledgement shall commence upon execution of this Acknowledgement by both parties, and shall continue until closure of the research protocol.

7 POINTS OF CONTACT

The following personnel are designated as the Points of Contact between the Parties in the performance of this Acknowledgement and shall serve as the contacts for further communication.

Management Points of Contact:

IRB of Record, NASA IRB	Relying Institution,
Name:	Name:
Title: IRB Coordinator	Title:
Email: NASA-IRB@nasa.gov	E-mail:

Telephone:	Telephone:
Cell:	Cell:
Fax:	Fax:
Mailing Address: 2400 NASA Parkway, Houston TX 77058	Mailing Address:

By checking the boxes below, confirm receipt* and compliance with:

1. HRP – 100 – SOP: Establishing Reliance Acknowledgements
2. HRP – 101 – SOP: NASA IRB Serving as the IRB of Record

** SOPs are available on the NASA IRB Website or can be provided upon request. Additionally, the NASA IRB will send updated versions of the SOPs to the reliance partners.*

IN WITNESS WHEREOF, each party accepts the terms herein as evidenced by their authorized signatures below.

The Relying Institution: **[Enter Name of Relying**

The IRB of Record: **NASA IRB**

(Authorized Signature)

(Authorized Signature)

Print Full Name:

Print Full Name:

Marisa Covington, Ph.D., CIP

Institutional Title:

Institutional Title:

Director, OCHMO
Office of Research
Assurance

Date:

Date:
