



**Institutional Review Board**  
**Approval Letter For Research Involving Human Subjects**

**Principal Investigator:** Assistant Professor Kwok Boon Chong  
**Project Title:** Electromyographic analysis of lumbopelvic and leg muscles during single-leg stance (“Project”)  
**Project Number:** RECAS-0267  
**Action:** APPROVED  
**Approval Date:** 21 March 2024  
**Expiry Date:** 31 December 2024

Dear Assistant Professor Kwok Boon Chong

Based on the materials submitted, this Project has been reviewed and approved by the SIT-IRB by Expedited Review. Please note that this study is categorised as Human Biomedical Research (HBR) and is subject to audit by the Ministry of Health (MOH).

If there are modifications to any of the materials, you are required to re-submit them for approval. Likewise, if this Project cannot be completed before the expiry date above, you are required to seek approval from the SIT-IRB to continue with it. Please be reminded that it is your duty to ensure that the SIT-IRB’s approval covers the entire duration of this Project, and you maintain the records of the study as detailed in Appendix 1. In addition, please note the following advisory extracted from the SIT Circular “Stay Vigilant Against COVID-19”, dated 13 December 2023 [Ref: BCCM/COVID/Staff/057]:

1. Exercise caution, and personal and social responsibility.
2. Continue to practise good personal hygiene, such as frequent hand washing.
3. Those with mild Acute Respiratory Infection (ARI) symptoms or who feel unwell should minimise contact with other people until symptoms are resolved, or visit a doctor if the symptoms are severe.
4. Those who are symptomatic, or if asymptomatic but tested positive for COVID-19, should stay at home. If there is a need to go out, wear a mask, avoid crowded places and minimise social interactions.
5. Consider wearing a mask in crowded places, particularly if they are not well-ventilated (including campus) and on public transport/shuttle buses.
6. You are encouraged to keep up to date with your COVID-19 vaccinations to enhance protection. As a rule of thumb, a dose around one year after your last vaccine dose is encouraged.
7. You are encouraged to participate in the complimentary flu vaccination exercise.

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**SIT, Institutional Review Board**

Emeritus Professor Roy Joseph,  
Chairman, Institutional Review Board (Human Biomedical Research)

Date: 21 March 2024 Signature: \_\_\_\_\_

## **Appendix 1: Researchers' Log**

- A. The Principal Investigator is responsible to ensure that all study-related documents are kept safely and securely and in accordance with the Personal Data Protection Act (PDPA).
- B. The documents listed below must be kept in a hardcopy file from the start of the project. The file must be made available to the SIT-IRB upon request for audit and/ or review purposes.

### **Documents in the Researchers' Log**

1. IRB approved application documents;
2. Training records and certificates e.g. CITI Certificate, PDPA e-learning module completion email, etc;
3. Description of each study team members' roles and responsibilities;
4. Participant Information Sheet and Consent Forms (PIS-CF) which have been translated to other languages\*.
5. Translated copies of assessment tools or forms filled in a non-English languages (if applicable)\*\*;
6. Participant screening, enrolment and visit logs;
7. Copy of voucher acknowledgment receipt/ sheet signed by the participants;
8. Progress reports to note events e.g. participant withdrawal or dropout;

#### **Note:**

\*Participants who are not English literate must be given a PIS-CF in the language of communication e.g. Mandarin, Malay, Tamil, etc. Otherwise, the participant may not be recruited for the study.

\*\*If an assessment tool or form is recorded in a non-English language (e.g. Mandarin, Malay, Tamil, etc.) to suit the medium of communication of the participant.