



## Application Form: Ethical Review of DPU Low Risk Research

Please use the 'DPU Low Risk Research Checklist' to ensure your research falls within the low risk category. If the ethical risk level is higher than that indicated in the checklist as 'low', you must submit your ethics application to the UCL Research Ethics Committee, using the process described at <https://ethics.grad.ucl.ac.uk/procedures.php>. Once completed, this form should be submitted to the DPU Research Administrator. Both a 300-word summary and a full copy of your research proposal **must** be attached. **Do not commence your research** until ethical approval or exemption from the need for approval has been confirmed.

### 1. Project Details

(please attach a 300-word summary of your research project to this form)

Project title: **Space and crisis: thinking an archive and its lifelines**\_\_\_\_\_

Name of researcher: Camillo Boano\_\_\_\_\_

Research location (area, neighbourhood, city, etc): Though this research is on Beirut, it will be operated in London\_\_\_\_\_

Status (DPU PhD/DPU Staff/Visiting Researcher): DPU staff\_\_\_\_\_

Email address: c.boano@ucl.ac.uk Telephone number: +447500839057\_\_\_\_\_

Contact address: \_\_\_\_\_

### 2. Research by Students

(supervisor/tutor to complete)

Programme name: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_

Supervisor's email address: \_\_\_\_\_

Supervisor's contact address: \_\_\_\_\_

The topic merits further research	Yes	No
The student has the skills to carry out the research	Yes	No
The student has read:		
DPU's <i>Ethical Review Procedure</i> and	Yes	No
the <i>UCL Code of Conduct for Research</i> and	Yes	No
<i>Protecting information – research</i>	Yes	No
The procedures for obtaining informed consent are appropriate	Yes	No
The data security procedures are appropriate	Yes	No

Further comments from supervisor/tutor: \_\_\_\_\_

Supervisor's signature: \_\_\_\_\_

*By signing this section, you are confirming your support for the research project and committing yourself to providing ongoing support for the researcher before, during and after their research, in all ways in which such support is needed, and particularly in assisting the researcher to address any challenges that arise from ethical and security perspectives.*

**3. Collaborative Research (non-UCL partners are involved)**  
**(if this section is applicable, complete then proceed directly to 8 Declaration; if not applicable, go to 4 Research Checklist.)**

Is there a local research ethics approval process? If not, please ensure this form is completed in full, as you will be expected to comply fully with UCL research ethics principles and practice.

If your research proposal has been approved by the ethics committee of a partner organisation, or is pending, please give details, including the name of the partner organisation, the contact person and contact details:

NA \_\_\_\_\_

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A copy of the partner institution's ethical review procedure must be attached to this application. You must also attach a copy of any ethical approval which has been granted. Ethical approval by DPU will not be granted until you supply evidence that the proposal has passed the other institution's ethical review process. If a decision is pending, your DPU application will be put on hold until the outcome of the other institution's process is known.

Will the research involve gathering personal information or confidential information on identifiable living individuals?	Yes
Will the research involve participants who are particularly vulnerable or unable to give informed consent?	No
Will the research require the co-operation of a 'gatekeeper' (e.g. a parent or community leader) for initial access to the groups or individuals who are to be studied?	No
Will it be necessary for participants to take part in the research without their knowledge and consent at the time (e.g. research involving deception or covert observation)?	No
Will the research involve discussion of sensitive topics?	No
Are drugs, placebos or other substances (e.g. food substances, vitamins) to be administered to participants, or will the research involve invasive, intrusive or potentially harmful procedures of any kind?	No
Is pain or more than mild discomfort likely to result from the research?	No
Could the research induce psychological stress or anxiety or cause harm or negative consequences beyond the risks encountered in normal life? This may include stress, anxiety or harm to research participants, or to the researcher, staff or students involved in the research.	No
Will financial inducements other than reasonable expenses and compensation for time be offered to participants?	No

#### 4. Research Checklist

Please answer each question by selecting yes/no as appropriate:

If you answered 'yes' to any of the above questions, you should now complete all the remaining sections as applicable; otherwise, proceed directly to *8 Declaration*.

#### 5. Personal Data

**Complete this section if you answered 'yes' to the first question in 4 Research Checklist, above. Before completing this section, you must read the document *Protecting information: research* - link in Procedure document.**

In what way will you collect informed consent from research participants (e.g. consent forms, participant information leaflets, discussion of the project with participants)?:

The participants in this pilot research projects are *adults* individuals who live in Beirut and have lived in areas that had experiences some sort of damage to properties and finances caused by the 4<sup>th</sup> of August Blast. At the start of the project, we will seek to confirm their consent via email, what's up or voice recorded and during the interview with a discussion on the project process, methodology and the expected outcomes. As the interviews is serving to reflect on space and the environments, maps, drawings are one of the methods we will be using for the overall development of the project. We will seek to have their consent recorded if needed when information is space specific or georeferenced.

We are aware about the current sensitivity in Beirut at the moment as, people are exhausted from the unknowns and their focus is to the immediate socio-economic conditions. We are also aware that people are looking for vents to express their anger and daily struggles against. Therefore, the proposal being undertaken by 2 local trained researchers with field experience in Beirut who had worked in Universities and in NGOs and both very familiar themselves on current stressors. The two researchers (Ms. Hoda Mekkaoui and Ms Areej Abou Harb) will select the interviewees among their networks across different areas of the city. They will present them with the aim of the projects, the process and as well as the interview transcripts and the spatial maps for their approval. Weekly supervision zoom meetings will be held with the team to monitor and evaluate the situation.

As a protective measure for safety that might come out from the interviews, calling or naming political leaders, religious figures and governmental officials will be restricted during the recorded interviews. The researchers will prepare a statement about these restrictions in Arabic and will be communicating it to their interviewee before the interview session. Any breach that might came out during the interview, the slot will be cut out and deleted from the recorded version and scraped out from the transcribed version.

We are aware that participants in this research might feel discomfort to speak about their personal experience, spaces and belonging and we will make sure they can withdraw at any moment without a need of notification or explanation. Hoda and Areej are experienced researchers and had worked in the area in similar project. They are well aware of the need to use empathy and to decide whether to stop the interview in case needed. A limited number of interviews is expected to be conducted (up to 10-12 interviews/adults) due to the nature of the project as a pilot to scope the relevant geographies and spatial impact of the overlapping crisis (financial, state and port explosions and its aftermath).

What steps will be taken to ensure that personal data on research participants is kept secure (e.g. anonymisation, encryption/password protection, data backups)?: \_\_\_\_\_

All data will be backed up immediately after generation into the UCL research data storage system. This system is backed up daily and provides secure storage for data. Only authorized users will be able to access the data stored on the servers. This system is project-based enabling the data to be easily shared between project partners. Any computers used for processing and analyzing the data, and any laptops used in the field or data collection purposes will be password protected using strong passwords and their files encrypted devices as soon as possible after individual recordings have been completed. At the end of the project anonymized data will be transferred to the UCL research data repository

What steps will be taken to anonymise data or mask the identity of participants, when results/data are published? Alternatively, if participants are to be identified in the published data/results, how will you gain their informed consent to this?: \_\_\_\_\_

- Work during which research teams will conduct interviews, research archives and analyze policy reports and news publications and spatial archives. Secondary data will also include local and national reports and digital outlets.
- Personal data (unlinked) for administrative purposes, namely contact details of participants. Unlinked personal data will also be used for the sampling and recruitment of participants.
- Format and scale of the data: data will be collected in a variety of formats:
  - Qualitative data will be held in Microsoft Word format. Audio files will be in mp3 format.
  - Aggregate anonymized data will be incorporated into PowerPoint for presentations, pdf files for publications and HTML for dissemination via the website. Images will be saved as TIFF files
  - Spatial data such as Beirut Maps will be using Beirut open source data such as <https://openmaplebanon.org/>, <https://www.arcgis.com/apps/webappviewer/index.html?id=cca5bfcbf8304d16815aa7c78bfa6cd3>
  - Anonymisation of collected data will be maintained at the level of maps and drawings production. The researchers will take care that generated maps/diagrams will not reveal identities or items that were lost that are commercially, politically, or religiously sensitive.

## 6. Ethical Issues

Describe how ethical issues will be addressed in the design of the proposed research. Ethical issues are likely to relate to each of the questions you answered 'yes' to any of questions 2 - 9 in *4 Research Checklist*, but must also include consideration of any issues not covered under that checklist: \_\_\_\_\_

The data will be collected while preserving and protecting the dignity, Well-being and interests of all human research participants and by adhering to the privacy requirements of the UK General Data Protection Regulation 2018.

Attachments

Ensure that you have attached ALL of the following:

- A 300-word summary or abstract of your research project.
- A copy of the research proposal.
- If *3 Collaborative Research* has been completed, the ethical review procedures of the partner institution and the partner institution's ethical approval of the research, unless the application is pending.

## 7. Declaration

I confirm that to the best of my knowledge this is a full description of the ethical issues which may arise in the course of the proposed research.

Signature (of the researcher): Camillo Boano. Date: 15.12.20

**8. Outcome**

**(to be completed by the DPU Research Committee - delete all that are not applicable)**

**Approve** (research meets necessary ethical standards and can proceed without revision)

~~**Refer to UCL Research Ethics Committee** (research appears sound, but involves significant ethical risk that requires approval at the UCL level)~~

~~**Request for revision** (research is fundamentally ethically sound, but requires specific adjustment before approval or referral)~~

~~**Exempt** (research is exempt from the need for approval)~~

~~**Reject** (research raises significant ethical concerns which, in the opinion of the committee, are unresolvable in the present form)~~

Reasons for the decision: Camillo has made amendments based on findings and concerns of the DPU Ethics Committee who now approve the application. Please see associated emails for further details. \_\_\_\_\_

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I confirm that this form has been reviewed in full by the DPU Research Committee, and the recommendation of that committee, along with any reasonable justification are as recorded above.



Signature (on behalf of DPU Director of Research): \_\_\_\_\_

Date: 17 December 2020 \_\_\_\_\_