


Requirements for a Memo of Cultural Appropriateness (v8.28.2015)

Not all foreign research regulations require ethical review of Minimal Risk research studies. If it is determined that the foreign regulations do not require ethics review of your minimal risk study, documentation that the study design and procedures do not conflict with the local cultural and social norms is required for submission to the Pitt IRB.

This should be obtained in the form of a Memo of Cultural Appropriateness. The materials below provide information on what content is required in this type of memo.

8/26/15	The memo must be dated
To: University of Pittsburgh IRB	
From: Bob Lob Law	The memo must come from someone who is independent of your research study (cannot be an investigator, mentor or research team member)
Re: <Title of project> – this must match the title given in OSIRIS>	The memo must reference the title of the OSIRIS research protocol.
I am the current Director of Office and UNESCO Representative to Latin America. I have been employed in this capacity for the past 6 years. I am highly familiar with the culture and social norms of Rio de Janeiro, Brazil through my current professional work and prior academic experiences.	The memo must indicate how the individual providing it has expertise in the culture and social norms of the country/region where the study will take place.
I am aware that Michael Bluth plans to conduct research on the topic of access to reproductive services in low income neighborhoods of Rio de Janeiro. The study will involve surveying and interviewing adult females about barriers to reproductive care, reproductive health knowledge and their attitudes and behaviors towards accessing reproductive health services.	The memo must indicate the individual providing it is aware of the topic and procedures of the research study.
I have reviewed the design of the research study and the questions to be posed. I can attest that this research study does not conflict with the local cultural and social norms of Brazil.	The memo must attest that the study and its procedures do not conflict with the local cultural and social norms of the country/region where the study will take place.
If you have any additional questions or concerns, please feel free to contact me.	
Sincerely, Bob Lob Law 	
Director of Office & UNESCO Representative to Latin America bobloblaw@UNESCO.org +55 21 1234 5678	The memo must be signed.