

Memo

To: Whom It May Concern
From: Chair, Ontario Cancer Research Ethics Board
Date: August 26, 2011
RE: Delegation of Signing Authority and Associated Responsibilities

When the OCREB Chair is, or is expected to be unavailable for a period of time, and the Vice Chair is unavailable to assume the duties of the Chair, the Chair and/or the Vice Chair will delegate all assigned responsibilities and functions, including signing authority, to a specified individual, who shall be a REB member, and who will be authorized to sign* formal OCREB-related documents and to perform all necessary functions as are designated to the Chair and/or the Vice Chair.

The designee shall have the necessary qualifications required to perform these functions.

During the period of September 13 to October 2, 2011 inclusive, delegation of duties and responsibilities will be to Yooj Ko MD, M.M.Sc., SM, FRCPC Medical Oncology Sunnybrook Health Sciences, Toronto, ON.

**electronic signature via the O2 online system*

The Ontario Cancer Research Ethics Board operates in compliance with and is constituted in accordance with the requirements of: The Tri-Council Policy Statement on Ethical Conduct of Research Involving Humans²; The International Conference on Harmonization of Good Clinical Practices; Part C Division 5 of the Food and Drug Regulations of Health Canada; and the provisions of the Ontario Personal Health Information Protection Act 2004 and its applicable Regulations.



Jack Holland, MD FRCP FRCP(C)
Chair, Ontario Cancer Research Ethics Board