

## SRERS Administration Laurentian University

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### **Reminder: Institutional Research Administration Requirements**

The CTO Streamlined System provides a streamlined approach to research ethics review. Each participating site must ensure that all necessary institutional authorizations and contracts/agreements are in place prior to beginning the research, including the Attestation forms to be completed by the Applicant, Co-Investigator and Institutional Representative.

### **CTO Stream**

#### **Collaborators:**

The following collaborators must be given a role on all Provincial Initial Application (PIA) forms and Centre Initial Application (CIA) forms.

Email: [Rlanger@laurentian.ca](mailto:Rlanger@laurentian.ca)  
Role: Institutional Representative

Email: [LNCarriere@laurentian.ca](mailto:LNCarriere@laurentian.ca)  
Role: Institutional Representative

This access is automatically granted when the Centre Initial Application is created. **When Laurentian University is the Provincial Applicant site the research team should immediately create the CIA for Laurentian University (right after creating the PIA).** This will ensure that access is automatically granted as required above, otherwise the research team will need to manually add these roles to the PIA prior to submission.

### **Institution Representative in application forms**

The Primary Institution Representative must be indicated as follows in the applications within CTO Stream:

Title: Dr.  
First Name: Rosanna  
Surname: Langer  
Organization: Laurentian University  
Address: 935 Ramsey Lake Road  
City: Sudbury  
Province/State: Ontario  
Postcode/Zip: P3E 2C6  
Telephone: 705-675-1151  
Fax: N/A  
Email: [Rlanger@laurentian.ca](mailto:Rlanger@laurentian.ca)

The Secondary Institution Representative field should be left blank.