National Cancer Institute
Central IRB Initiative

Add or Remove Signatory and/or Component Institution Personnel

This form must be submitted by the Signatory Institution Primary Contact.

Remove Signatory and/or Component Institution Personnel

Provide information below to remove personnel from the Signatory Institution and/or Component Institution(s). These individuals will no longer have access to the CIRB website or receive study-related correspondence from the CIRB.

First Name	Last Name	NCI Investigator Number / NCI Person ID Number	Role of Person

Add New Signatory and/or Component Institution Personnel Information

Provide the information requested for personnel at the Signatory Institution and/or Component Institutions including: Signatory Institution Principal Investigators (PIs), Sub-Investigators, and Research Staff.

PIs are individuals designated to open studies using the NCI CIRB.

Sub-Investigators and Research Staff are those who have a role in the conduct of studies opened using the CIRB and function under the direction of a specific study's Signatory Institution Principal Investigator. Sub-Investigators and Research Staff will receive access to the CIRB website.

New personnel will receive information about how to access the CIRB Website in a separate email.

☐ **Add** ☐ **Revise**		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	

☐ Add ☐ Revise		
Signatory Institution		
Role of Person (PI, Sub-Investigator, Research Staff)		
First Name	Last Name	Degree
Title/Role (for Research Staff only)		
NCI Investigator Number / NCI Person ID Number	Email Address	
Telephone Number ( ) -	Extension	