



ECONOMIC ROUNDTABLE

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January 8, 2020

Yolanda Arias, Chair
Institutional Review Board
Economic Roundtable
244 S. San Pedro Street, Suite 506
Los Angeles, CA 90012

Dear Ms. Arias:

I am writing to request approval of the procedures for protection of human subjects in the USC Service Worker Research Project that are explained in the attached Request for IRB Approval. The attached application requests that this project be approved for expedited review based on our assessment that the research will pose no greater than minimal risk to human subjects.

We propose to submit reports on protection of human subjects, data security and project design to the IRB semi-annually or more often if requested. Should there be any study-related events that endanger human subjects or compromise data security, these events will be reported immediately to the IRB as well as any organizations whose data is affected.

The attachments include:

1. Request for IRB Approval
2. A copy of the funding contract with UNITE-HERE Local 11, including the scope of work
3. Economic Roundtable policy on protection of human subjects
4. Economic Roundtable confidential data management policy

I am available to answer any questions you may have and to provide any further information that may be needed. Thank you for your consideration of this request.

Sincerely,

Daniel Flaming, Ph.D.
Principal Researcher