



**FILLING INSTRUCTIVE**

**Specific instructions that do not appear in the protocol appear in RED in this FILLING INSTRUCTIVE.**

SECTION 1. ADMINISTRATIVE RECORDS							
Number assigned by the CEC-CAA:	XX XXXXXXXX			Date sent <sup>version 1</sup> :		XX/XX/XXXX	
	<i>Indicate here the platform number of 9 digits Ex: 200512007</i>						
Version , mark with X:	1:	2:	3:	4:	5:	Another version:	

Project title:	...
Indicate Funding Source(s) and assigned number: (Ex. Regular Fondecyt 11170303)	<p>...</p> <p><i>Indicate the funding of the project, source of resources that allow you to execute this project. Ex: FONDECYT Regular 2017 awarded, number xxxxxx, FONDECYT postdoctoral fellow awarded number xxxxxx, Ring project xxxxx, departmental funds, etc.</i></p> <p><i>If you mention a contest, you must indicate if it has been awarded or is in the application period. Remember the CEC-CAA normally evaluates awarded projects.</i></p> <p><i>If you indicate "Own funds" you must specify and justify.</i></p>
Indicate if this research is: research unit / undergraduate thesis/doctorate/master's degree/teaching/etc.:	<p>...</p> <p><i>If it contemplates several items or is not yet defined, mentions it.</i></p>
Other participating institutions (example: INACH, industry, other universities):	...



<b>KIND OF MEMBER</b>	<b>Name:</b>	<b>Role:</b> Principal investigator, doctoral thesis student, lab manager, technician, etc.) and <b>Academic Category if applicable</b> (Instructor, Associate Professor, etc.):	<b>Institution:</b>	<b>e-mail:</b>
<b>Academic Responsible</b>	<i>Name and Surname</i>	<i>Ex: Associate Professor</i>	<i>Ex: Pontificia Universidad Católica de Chile</i>	<i>xxxx@uc.cl</i>
<b>Principal Investigator</b>		<i>Ex: Postdoc, Instructor</i>		
<b>Team member</b>				
<i>... Add more rows if required</i> <i>Other examples:</i> <i>Co-researcher, director, coordinator, etc.</i>				

**All research must have a UC Academic Responsible**

*The UC academic responsible is the Tutor, a Sponsor who supervises and accompanies the Researcher Responsible.*

***Researcher Responsible:** Is the intellectual person responsible for the research (holder of the undergraduate thesis, doctorate, postdoctoral project) and the one who performs most of the experiments or procedures included in the project.*

*There are times when the Academic Responsible and Researcher Responsible are the same. Ex: UC Academic, leader of their own laboratory who is Principal Investigator at Fondecyt of Initiation.*



## SECTION 2. STUDY SITE

### **2.0.- Justify and indicate the place where the study will be carried out**

It is desirable to include a map that allows understanding the environmental context of the place, where protected areas are identified (SENASPE, marine protected areas, private protected areas, etc.)

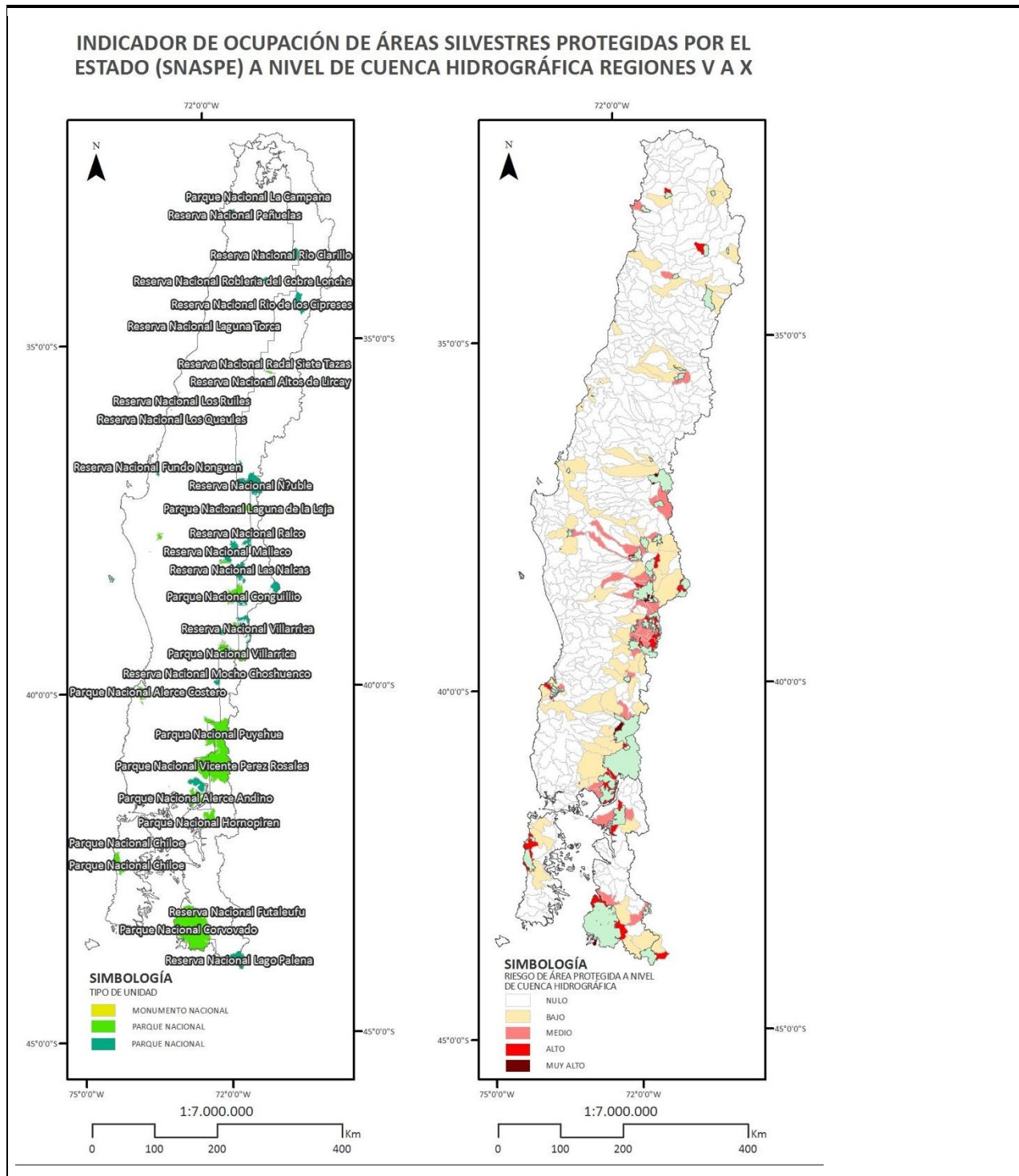
If your project includes vegetation studies, please include land cover maps (for example: CONAF cadastre), forest types and/or land use layer.

*On the following page of the Ministry of National Assets, you can download maps with information on the location by region of the National System of Protected Wilderness Areas of the State*

*[http://www.bienesnacionales.cl/?page\\_id=1823](http://www.bienesnacionales.cl/?page_id=1823) and <https://www.ide.cl/index.php/medio-ambiente/item/1696-sistema-nacional-de-areas-silvestres-protégidas-del-estado-snaspe>*

*Another web page where you can consult similar information is <http://areasprotegidas.mma.gob.cl>*

*To access information from the Registry of land use and vegetation resources of Chile, you can consult the following website <https://sit.conaf.cl/>*





2.1 Identify the person responsible or administrative manager of the study site. If you were unable to identify this person, please provide reasons.		
ROLE	Name	Telephone
Site administrator _	Pedro Piedra	22223334

Indicate why it has not been identified.
If you have not been able to identify the person responsible or person in charge of the study site, you must state a reason. Regardless of the causes stated, the Academic Responsible is the one who assumes responsibility for unplanned effects of the development of research in the study site.

SECTION 3. RESEARCH CONTEXT
<b>3.1.- Summary of the project:</b> indicate the scientific foundation of the project, including the importance or relevance of the study, the benefits that would be obtained from the study for society, and the environment.

<b>3.2.- General objective</b>	
<b>3.3.- Specific objectives</b>	

<b>3.4.- Foundation for the Common Citizen</b> The information provided in this section could be requested by citizens, so a <b>simple, direct text is required, written in an understandable manner and in good Spanish</b> (as far as possible avoiding concepts or words in English or too specialized, as well as abbreviations), where the possible benefit of the study is indicated, so that it can be understood by ordinary, non-specialized people.
<i>The foundation for the common citizen must present the research, indicate here why this study is required, what is the question it will answer and/or new information it will provide, as well as what the project will consist of in general. Justify its relevance. Ex: You must clearly demonstrate that the study is relevant to: human or animal health, the advancement of scientific knowledge in general or society. It must be explained in a way that is understandable for the common citizen and any evaluator. Imagine that it is an explanation for a high school student. Replace technical words with common language words. Ex: .....</i>



## SECTION 4. METHODS

### 4.1 Experimental or sampling design

Include one or more **diagrams that describe the experimental treatments or** (non-experimental) **groups** that are compared as part of the objectives, the number of replications in each one, and the response variables quantified and that will be the object of subsequent statistical analysis. The diagram must specify the temporality of the observations and indicate the sources of dependency between them, when appropriate.

Following the diagram, use precise and clear text to **describe the details that complement the diagram**. In particular, indicate here a summary of the procedures (in the field or laboratory) that you will use to quantify each of the response variables and factors examined.

*The description must be brief, with a desirable length of one page. Do not include details of biochemical tests or procedures here. There are sections for this later (section 5).*

### 4.2 NUMBER OF REPLICAS

**JUSTIFY the number of replicas** (experimental subjects) to be used and sample size calculation. You must substantiate with bibliography the situations that do not allow to determine the size of the sample.

### 4.3 METHODS OF ANALYSIS

**Describe the statistical (or other) methods for data analysis.** Describe the methods you will use to examine each of the response variables, according to the design (experimental, observational, pseudo experimental) described in section 3.1.

### 4.4 TIMETABLE:

*In this section you must detail the dates on which the different activities will be carried out. You can attach Gantt chart of the project.*

**4.5 Details of the species studied or potentially affected by your study, conservation status according to <http://www.iucnredlist.org/> and [species classification Ministry of the Environment](#), the amount and frequency of collections.**

*If your study does not focus on particular species, but on community samples whose composition is not predictable, indicate so in the first column and fill in only the aspects associated with the sample in the last two columns.*

Common and Scientific Name	State of conservation	Sample characteristics (weight, volume, dimension, others)	Collection frequency and time of year
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**SECTION 5. REGULATORY PROCEDURES**

**In case your study includes sentient wild animal species (vertebrates or cephalopods) or potentially affected by your study, you must add the guidelines approved by the Ethics Committee for Animal Care.**

**Indicate if your project requires any of the following approvals (mark an X in the corresponding box). Attach the corresponding approvals or proof that the project will be evaluated once it is financed.**

Indicate whether the activities contemplated in your project require or not the realization of an <b>Environmental Impact Statement or Study</b> , as stipulated in the Regulation of the Environmental Impact Assessment System ( <a href="http://www.sinia.cl/1292/articles -37936_pdf_seia_regulation.pdf">http://www.sinia.cl/1292/articles -37936_pdf_seia_regulation.pdf</a> ).	<b>YES</b>	<b>NO</b>
	<input type="checkbox"/>	<input type="checkbox"/>
If so, identify the activity, attach the authorization or indicate the status of said process.		

Indicate if some activities contemplated in your project will be carried out or not within a <b>Protected Area of the State</b> , and therefore require a permit from <b>CONAF, SUBPESCA, SERNAPECA</b>	<b>YES</b>	<b>NO</b>
	<input type="checkbox"/>	<input type="checkbox"/>
If so, identify the activity, attach the authorization or indicate the status of said process.		

Indicate whether or not the activities contemplated in your project require capturing, <b>monitoring or relocating</b> individuals of species of native fauna and flora and therefore require permission from the SAG or the pertinent authorities that regulate species in terrestrial environments, marine and freshwater, such as <b>CONAF, SERNAPECA or others</b> .	<b>YES</b>	<b>NO</b>
	<input type="checkbox"/>	<input type="checkbox"/>
If so, identify the activity, attach the authorization or indicate the status of said process.		

Indicate if your study will be developed or not in " <b>Areas of Exploitation and Management of Benthic Resources</b> ", " <b>Areas with Management Plans</b> ", " <b>Marine Genetic Reserve</b> ", others.	<b>YES</b>	<b>NO</b>
	<input type="checkbox"/>	<input type="checkbox"/>
If so, identify the activity, attach the authorization or indicate the status of said process.		



**SECTION 6. RESEARCH TEAM, TASKS, AND TRAINING**  
**LIST OF PEOPLE WHO WILL PARTICIPATE IN ENVIRONMENTAL PROCEDURES NATURAL**

<b>Name:</b>			
<b>Function and techniques to perform in this protocol:</b>			
<b>Experience in field work. Mark with X:</b>	YES	<input type="checkbox"/>	NO
<b>If you indicate "YES", mention who trained you and the years of experience in the functions and techniques to be performed in this protocol:</b>			
<b>If you indicated "NO, indicate who will train you in the functions and techniques to be performed in this protocol:</b>			

*Copy and complete this chart for each member of the research team associated with this protocol who will handle animals.*

**SECTION 7. POTENTIAL ENVIRONMENTAL IMPACT**

It is understood as the **environmental impact** of a study or research **on** any action that causes a change in a system (natural or social) in relation to its previous condition. These actions contemplate the phases of implementation, execution, and completion, as well as the actual activities of the study and those necessary for its development (transportation of researchers and teams to work sites, among others).

If applicable, indicate the guidelines or documents you consulted to determine this impact.

Indicate whether or not your study will be carried out in areas where species with conservation status (Critically Endangered, Endangered, Vulnerable or Rare) are known to exist and if there is a potential impact on them.	YES	NO
<b>Summarize</b> whether or not the activities to be carried out on site may affect the current management, population, community(ies), or ecosystem(s) under study (e.g.: the eradication of exotic species, control of fire, implementation of species conservation plans, soil and water management, reforestation, management of biotic or hydrobiological resources, among others).	YES	NO





Indicate if your study could have effects on the viability of the population(s), species and ecosystem(s) of the study site (e.g.: through alteration of the availability of trophic resources, refuge areas, nesting, foraging, dispersal).	YES	NO
Indicate whether or not the study impacts species or elements of the landscape, from a perspective of local ecological or socio-ecological knowledge.	YES	NO
Indicate whether the transport of researchers and equipment related to the study activities can or will have environmental impacts on elements of the natural environment. If yes, please list them below.	YES	NO
Indicate if you contemplate removing all the infrastructure and waste associated with the project and its activities at the end of it.	YES	NA
	NO	
Indicate below how you contemplate avoiding the introduction of seeds, insects or larvae as a result of the study activities.		

### SECTION 8. ENVIRONMENTAL IMPACTS MITIGATION

This section is aimed at evaluating the management of risks/impacts with 3 of the principles of the “4 Ms” (**MOVE, MODIFY, MINIMIZE**).

If there are environmental impacts on protected or sensitive areas or species, indicate the criteria or aspects considered by you to not **MOVE** the study from Protected or Sensitive Areas to other areas.

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Point out the criteria or aspects considered by you to **MINIMIZE** the procedures proposed in the study ( eg , number of samples or replicates, type of sample, spatial or temporal extension of the sampling) without harming the objectives or the statistical power of the study.

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If there are impacts on spaces, zones, objects, or species of commercial, social, or cultural value, indicate the criteria or aspects considered by you to **MODIFY** the activities to be developed and reduce these impacts without harming the objectives of the study.

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**SECTION 9. BENEFITS DERIVED FROM THE STUDY (4th M).**

Point out the aspects considered by you to **MAXIMIZE** the use and benefit of the data and results that emanate from your project (e.g.: publications, public records, sample repositories, data archive, education of the community that lives or works in the environment of the study area, dissemination, teaching, others).