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| Form number | **Form 51.016J** | Version | **3.0** |
| Title | **TMF Cover Sheet** | | |

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| **Trial R&I Ref:** |  |
| **Trial Title:** |  |
| **Chief Investigator:** |  |

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| **Section** | **Sponsor TMF File** | **Format**  **(tick both if mixed)** | **Location** | **Owner/Department** |
| 1-9 | Sponsor Research Co-ordinator | 🞎 Paper  🞎 Electronic |  | Systems Sponsor Team (NHSGGC R&I) |
| 10 | Pharmacy | 🞎 Paper  🞎 Electronic |  | Pharmacy Team (NHSGGC R&I) |
| 11 | Pharmacovigilance | 🞎 Paper  🞎 Electronic |  | PV Team (NHSGGC R&I) |
| 12 | Monitoring | 🞎 Paper  🞎 Electronic |  | Monitoring Team (NHSGGC R&I) |
| 13 | Governance | 🞎 Paper  🞎 Electronic |  | Governance Team (NHSGGC R&I) |
| 14 | Project Management | 🞎 Paper  🞎 Electronic |  | Assigned Project Management Group |
| 15 | Data Management | 🞎 Paper  🞎 Electronic |  | Owned by vendor |
| 16 | Vendors (i.e Laboratories) | 🞎 Paper  🞎 Electronic |  | Owned by vendor |

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