



Research Integrity Policy

January 2019

This document sets out the policy governing the allegations of breaches of integrity in the field of research.

January 2019

Reference Number	Version Letter	Executive Sponsor	Officer Responsible for Policy/ Procedures	Consultation Process	Date of Approval and Committee and/or Executive Officer	Effective Date
	1	Pro Vice Chancellor Research	Associate Pro Vice Chancellor Research Integrity	Executive Academic Group	Research Committee	

Title

Research Integrity Policy

Introduction and Context

The University's expects the highest standards of research integrity from the researchers we support, irrespective of the sources of their funding, their area of research, their experience as researchers, whether they are lone scholars or members of a research team or where the research is to be conducted.

Researchers can expect of the University:

- *a strong commitment to research integrity from its senior management;*
- *clearly stated standards and expectations;*
- *support to help researchers comply with standards of good research conduct;*
- *support to develop excellent researchers;*
- *oversight of the implementation of the Research Integrity Assurance Procedure; and*
- *a robust and fair approach to dealing with allegations of research misconduct.*

1. SCOPE OF THE POLICY

1.1 Purpose of the Policy

The purpose of this Policy is to set out the standards of research integrity expected by the University from its researchers.

1.2 What is covered by the Policy

This Policy applies to all research undertaken by the individuals covered by this Policy.

1.3 Who is covered by the Policy

All those who conduct research as employees, students, independent contractors, consultants, visiting or emeritus members of staff or as members of staff on a joint clinical or honorary contract, irrespective of the sources of their funding, their area of research, their experience as researchers, whether they are lone scholars or members of a research team or where the research is to be conducted. This Policy does apply to allegations of plagiarism related to course assessment for students.

This Policy does not form part of any employee's contract of employment and may be amended at any time.

1.4 Breach of this Policy

Any breach of this Policy will be addressed in accordance with the Research Integrity Assurance Procedure. A serious breach may amount to gross misconduct, and could therefore result in summary dismissal.

The University will consider allegations of a breach of this Policy against a member of staff when they were not working at the University but may (acting reasonably) determine that it is not possible to undertake a fair investigation of those allegations.

1.5 Policy Ownership

Research Committee has approved this Policy, the Pro Vice Chancellor Research is the Executive sponsor and the Associate Pro Vice Chancellor Research Integrity is the officer responsible for the Policy. Any questions

about the operation of this Policy or any concerns that the Policy has not been followed should be referred in the first instance to the Associate Pro Vice Chancellor Research Integrity.

2. THE POLICY STATEMENT

The guiding principles of this Policy are to ensure that the University maintains the highest standards of research integrity.

Guiding Principles of Research Integrity

Excellence

Researchers are expected to strive for excellence when conducting their research; aiming to design, conduct, produce and disseminate work of the highest quality and ethical standards.

Honesty

Researchers must be honest in respect of their own actions and in their responses to the actions of others. This applies to the whole range of research activity including:

- applying for funding;
- experimental and protocol design;
- generating, recording, analysing and interpreting data;
- publishing and exploiting results;
- acknowledging the direct and indirect contributions of colleagues, collaborators and others; and
- reporting cases of suspected misconduct in a responsible and appropriate manner.

Openness

Researchers must be open when conducting and communicating their research (subject to the terms and conditions of any research contracts. the protection of intellectual property and commercial exploitation and the University's IP Policy). This includes:

- the disclosure of any conflicts of interest;
- the reporting of research data collection methods;
- the analysis and interpretation of data;
- making all research findings widely available (including sharing negative results as appropriate);
- disseminating research in a way that will have the widest impact; and
- promoting public engagement/involvement in research.

Rigour

Researchers must be thorough and meticulous in performing their research. Care must be taken:

- to use the appropriate methods;
- to adhere to an agreed protocol (where appropriate);
- when drawing interpretations and conclusions from the research; and
- when communicating the results.

Safety

All research should be conducted in a manner which, so far as is reasonably practicable, is safe for researchers, participants, the University and the environment. Researchers must familiarise themselves, and comply with, the obligations set down by the University in its Health and Safety Policy and Procedures.

Ethical responsibility

Researchers should have respect for all participants in, and subjects of, research including humans, animals, the environment and cultural objects. The University expects all researchers to consider the ethical implications of their research and to be aware of their responsibilities to society, the environment, their

profession, the University, research participants and the organisation(s) funding the research in accordance with the University Ethics Framework and the University Research Ethics Regulations and Procedures.

Responsible management

Established researchers are responsible for nurturing researchers of the future; fostering a constructive and supportive environment without undue pressure and ensuring that appropriate supervision, mentoring and training are provided.

Regulatory compliance

Researchers are expected to make themselves aware of, and comply with, any legislation or regulations that govern their research. This includes, but is not limited to:

- *General Data Protection Regulation, Data Protection Act 2018 and the University's Data Protection Policy and Procedures and Records Management Policy and Procedures;*
- *The Medicines for Human Use (Clinical Trials) Regulations 2004;*
- *Human Tissue Act 2004 and the University's Quality Manual.*

Professional standards

Researchers should observe the standards of practice set out in guidelines published by professional societies, funding agencies and other relevant bodies, where appropriate and available. They must ensure that they have the necessary skills and training to conduct the research.

Report research misconduct

Researchers should be aware of the extreme seriousness of research misconduct. Staff and students of the University have an obligation to report suspected research misconduct in accordance with the University's Research Integrity Assurance Procedure.

3. RELATIONSHIP TO EXISTING POLICIES

This Policy should be used in conjunction with other relevant University policies and documents including:

- *Ethic's Framework;*
- *Research Ethics Regulations and Procedures*
- *Health and Safety Policy and Procedures;*
- *IP Policy;*
- *"Speak-up" Policy;*
- *Research Data Management Policy;*
- *Data Protection Policy and Procedures; and*
- *Records Management Policy and Procedures.*

Please contact the Office of the General Counsel if any conflict is identified between the University's policies and procedures and any external guidance.

4. IMPLEMENTATION

It is expected that Schools led by the Associate Dean Research will implement practices to ensure compliance with this Policy and review them regularly.