SRI BALAJI VIDYAPEETH

(ACCREDITED WITH 'A' GRADE IN THE FIRST CYCLE BY NAAC)

Pillaiyarkuppam, Pondicherry - 607 402

SBV POLICY ON CODE OF ETHICS

FOR RESEARCH

2017

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(DEEMED -TO -BE- UNIVERSITY)

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TITLE AND APPLICABLITY: SBV POLICY ON CODE OF ETHICS FOR RESEARCH - 2017

The Policy on code of ethics for research has been framed to strictly adhere to the principles of research ethics that would culminate in quality publications in indexed, peer reviewed and high impact factor journals, besides the activities related to intellectual property that would include copyrights and patents. Medical research or research in health sciences is subject to robust ethical standards that promote and promulgate, respect to the fundamental principles of research ethics that would include all types of bio medical research and clinical trials.

1. PREAMBLE

The quality and credibility of research is dependent on the integrity of the researchers who should follow the code of ethics. It should have significant social responsibility governed by standards prescribed for their professions and by their institutions. As envisioned by ICMR, **Responsible Conduct of Research involves components such as planning and conducting research, reviewing and reporting research, responsible authorship and publication of the research work.** The research team should maintain highest ethical standards to uphold the fundamental values of research such as autonomy, beneficence, non –maleficence and justice, in order to safeguards the dignity, rights, safety and well-being of research participants and for maintaining the research integrity.

2. PURPOSE

To ensure highest professional and ethical standards for biomedical and health research at all stages right from its inception, honesty in conduct of research, obtaining relevant approvals, efficiency, judicious use of resources, ensuring accountability, transparency, declaration and management of Conflict of Interest (COI), justice, reliable data collection, handling, interpretation, integrity in analysis, reporting, publication and translation for the benefit of population. Research must abide by ICMR national ethical guidelines.

3. SCOPE

This applies to research (UG/PG/M.Phil./Ph.D or any other) undertaken in all constituent colleges/centres of SBV university. It provides a roadmap to overcome/eliminate any sort of misconduct which may happen at any stage of research and improve the quality for better outcomes.

4. RESPONSIBILITY

All stakeholders involved in the conduct, review or reporting of research such as researchers, institutions, scientific review committees and ethics committees must ensure research integrity and quality thereby upholding the reputation, trust of research participants and meaningful translation of research findings for public health benefits while ensuring judicious use of resources

5. **FRAMEWORK**

5.1 The Institute Human Ethics Committee, Institutional Animal Ethics Committee and other committees involved in approving a research proposal should ensure responsible conduct of research in SBV.

5.2 The member secretary of above Committees of the respective constituent college of SBV, with the consensus of Chairperson/deputy chairperson and other members of committees will monitor research projects for

a) participant/animal enrolment b)Serious adverse effects if any c) Annual progress report of the project and d) Study completion

6. **RESPONSIBLE CONDUCT OF RESEARCH**

6.1 All biomedical and health research must follow ICMR National Ethical Guidelines and maintain research integrity in the conduct of research while ensuring safety of research participants. Other applicable guidelines and regulations must also be followed and required approvals be obtained before initiating research, such as Ethics Committee (EC), Institutional Animal Ethics Committee (IAEC), Institutional Committee for Stem Cell Research (IC-SCR), Institutional Biosafety Committee (IBSC) etc.

6.2 Researcher/s should obtain approval of Institutional research committee as per norms and declare Conflict of Interest (COI), if any. Registration with Clinical Trial Registry-India (CTRI) is mandatory for clinical trials but desirable for other types of research to maintain transparency and accountability.

6.3 Research should be undertaken by persons who are competent with qualifications, having relevant experience/training to collect reliable data, undertake accurate analysis, interpretation and publication.

6.4. Research should undergo peer review in a time bound manner following principles of fairness, honesty and maintaining confidentiality and undertaken by competent reviewers.

6.5. Researchers should be sensitive to societal and cultural values, engage and improve public trust, undertake meaningful research, be accountable to outcomes and take needful steps to protect participants from harm or risks.

6.6. Mentors should lead by example and devote sufficient time to guide and ensure that their trainees (Research Fellows, Associates, Post-doctoral Researchers, students and others) conduct research honestly.

6.7. All raw data should be available and securely kept by the lead investigator as required by the institute guidelines that could be presented later (if needed).

6.8 There should be due considerations for data collection and ownership, plan for publication, translation of outcomes and preservation of data for at least 3-5 years after study completion as it may be needed to confirm research findings, establish priority or be re-analysed by other researchers or for monitoring by sponsors or regulators. Present requirement is to maintain research records for 3 years in case of biomedical and health research and 5 years for clinical trials as per regulatory requirements.

6.9 For collaborative research there may be requirement for having appropriate memorandums of understanding (MoU) and material transfer agreements (MTA) in place.

7. REPORTING AND PUBLICATION

7.1. Completed research irrespective of results must be published and shared on public databases such as CTRI, institute websites or other available relevant platforms.

7.2. Plagiarism or any form of research misconduct is unethical, and this includes self-plagiarism, fabrication, falsification, manipulation of data or images/digital image/use of unreliable or duplicate images, exaggeration on part of results and interpretation, use of wrong statistical tools, gift/ghost authorship etc. Researcher must ensure authenticity of research results before publishing or disseminating information out of the Institution.

7.3 The researcher in case of possible patentability of the research outcome, should consult IPR MIPTECH Unit SBV , before publication, if applicable.

7.4 The research documents with acceptable level of plagiarism (<10%) or without identified misconduct shall be approved for publication/dissemination

8. REPORTING AND REVIEW OF RESEARCH MISCONDUCT AND ALLEGATIONS

8.1 The allegations regarding research misconduct can be reported directly to Member secretary of respective college of SBV. Complainant can reveal her/his details or can request to anonymise identity but provide description of misconduct along with supporting documents.

8.2 The member secretary will inform the respective committee members of the issue and a copy will be forwarded to the respondent who will be given an opportunity to provide explanation within a limited time period (15 days).

9. **SENSITIZATION AND TRAINING**

9.1 Needful trainings/workshops should be held periodically for newly recruited/appointed scientific/ research/technical staff as an orientation and induction practice to create awareness towards research integrity. Continued education and training are also necessary to keep researchers apprised of contemporary issues related to research integrity and publication ethics.

9.2. The Dean Research and Heads of Institute would facilitate initiatives to organise training programs on regular basis for bringing awareness and updating the skills/knowledge of the researchers regarding the research integrity.

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