

# Research Code of Practice

Updated August 2024, next review due August 2025

## INTRODUCTION

The University recognises its responsibility to researchers and the wider community to ensure the highest standards of integrity and professionalism are observed in the conduct of research.

This Research Code of Practice 2024 provides guiding principles and standards of good practice in research across all subject disciplines and fields of study in the University. It applies to all those undertaking research on the University's premises using its facilities, or on behalf of the University. This includes staff, students, visiting or emeritus staff, associates, honorary or clinical contract holders, contractors and consultants.

These principles of good practice underpin the University's commitment to effective research governance, the pursuit of excellence and the highest quality research. In addition, further detailed advice and guidance, legislative and regulatory requirements, related University policies and procedures and external codes of practice, are provided in web-based resources which are updated regularly; see [Research Integrity](#) and [Research Compliance](#). The Code draws on a number of sources of guidance and good practice available to the research sector in the UK and internationally, including [UKRIO Code of Practice for Research](#).

Failure to comply with the Code or any actions that may be deemed to constitute research misconduct, under the [University's Code of Practice for the Investigation of Research Misconduct](#), may be grounds for instigating disciplinary proceedings.

## PRINCIPLES

It is the responsibility of all engaged in research to adhere to the following principles:

### Excellence

- Strive for excellence when conducting research.
- Aim to design, produce and disseminate work of the highest quality and ethical standards.
- Promote and support good research practice.

## Integrity

- Observe and comply with all legal, regulatory and ethical requirements in the UK and in countries where research is conducted or participants are from, relevant to the field of study and any collaborative partner organisations.
- Maintain knowledge and awareness of relevant and up-to-date legislative and regulatory requirements, professional body codes of practice, University policies and procedures.
- Ensure research has been appropriately reviewed, and necessary regulatory, funding and ethical approvals, have been obtained, internally to the University and externally.
- Recognise and declare any actual, potential or perceived conflicts of interest relating to research and seek advice and/or to take steps to resolve them.

## Honesty and Openness

- Foster and support honesty in research, in relation to your own research and that of others.
- Ensure research designs, methodologies, data, findings and results are open to scrutiny (subject to appropriate confidentiality applicable to personal or commercially protected data). This includes sharing negative or null results to recognise their value as part of the research process.
- Ensure the accuracy, security, accessibility and completeness of data and results, appropriately acknowledge the contributions of others, and neither engage in misconduct nor conceal it.
- Ensure data and results are retained and deleted/destroyed in accordance with all legal, ethical, funding body and University requirements.
- Consider the wider consequences of their work and to engage critically with the practical, ethical and intellectual challenges that are inherent in the conduct of high quality research.

## Cooperation

- Contribute to and promote the open exchange of ideas, research methods, data and results and their discussion, scrutiny and debate, subject to any considerations of confidentiality.
- Acknowledge the contributions of everyone involved in the research appropriately.

## Accountability

- Recognise that in and through their work they are ultimately accountable to the general public and should act accordingly.
- Ensure that any research undertaken complies with any agreements, terms and conditions relating to the project, and allows for proper governance and transparency.
- Ensure there are fully auditable records of, for example, timesheets, participant consent, all relevant approvals, and have access to and understanding of any associated legal agreements, grant terms and conditions.
- Follow the requirements and guidance of any professional bodies in their field of research and if appropriate, of the body regulating their profession.

### Training and Skills

- Ensure that they have the necessary skills and training and utilise the related resources to carry out research, in the proposed research team or through collaboration with specialists in relevant fields.
- Identify and undertake appropriate training and development to carry out their research.

### Safety

- Ensure the dignity, rights, safety and well-being of all involved in research and avoid unreasonable risk or harm to research subjects, participants, patients, animals, researchers and others.
- Risk assess, report and address any concerns relating to the dignity, rights, safety and well-being of those involved in research. Research should be initiated and continued only if the anticipated benefits justify the risks involved.
- Ensure that all research projects comply with appropriate health and safety legislation and regulation, and have sufficient insurance and indemnity prior to the research being conducted.

## COMMITMENT TO THE CONCORDAT TO SUPPORT RESEARCH INTEGRITY

The University adheres to the commitments set out within [The Concordat to Support Research Integrity](#). Researchers should consider the Commitments when implementing and complying with the standards and guidance contained in the University's Research Code of Practice.

1.	<b>Maintaining the highest standards:</b> We are committed to upholding the highest standards of rigour and integrity in all aspects of research.
2.	<b>Ethical, legal and other frameworks:</b> We are committed to ensuring that research is conducted according to appropriate ethical, legal and professional frameworks, obligations and standards.
3.	<b>Research culture:</b> We are committed to supporting a research environment that is underpinned by a culture of integrity and based on good governance, best practice and support for the development of researchers.
4.	<b>Dealing with research misconduct:</b> We are committed to using transparent, timely, robust and fair processes to deal with allegations of research misconduct when they arise.
5.	<b>Strengthening research integrity:</b> We are committed to working together to strengthen the integrity of research and to reviewing progress regularly and openly.

## **LINKS TO RESEARCH CODE OF PRACTICE SECTIONS**

[Leadership & Supervision](#)

[Research Design](#)

[Collaborative Working and International Research](#)

[Conflicts of Interest](#)

[Research Involving Human Participants or Animals](#)

[Funding and Regulations](#)

[Insurance & Indemnity](#)

[Research Data](#)

[Responsible Innovation](#)

[Publication and Authorship](#)

[Peer Review](#)

[Preventing Harm in Research](#)

[Bullying and Harassment](#)

[Research Misconduct](#)