

Code of Good Practice in Research

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Code of
Good Practice

in Research

(Agreement of the Governing
Council on 30 January 2013)



http://www.uab.cat/web/research/itineraries/uab-research/good-research-practices-1345667277540.html

The screenshot shows a web browser displaying the UAB website. The address bar shows the URL: www.uab.cat/web/research/itineraries/uab-research/good-research-practices-1345667277540.html. The page header includes the UAB logo and navigation links: Teaching Staff, Administration & Services Staff, Directory, and a search bar. Below the header, there are navigation tabs: Study Abroad, Research, Life on campus, and About the UAB. A large green banner reads 'RESEARCH Scientific Research at the UAB'. The main content area is titled 'Good Research Practices' and contains a paragraph explaining the aim of the set of good research practices, followed by a list of bullet points detailing various initiatives and documents. On the left, there is a sidebar menu for 'UAB Research' with links to Research Statistics, Rankings, Departments, etc. On the right, there are additional sections: 'Area of Research Team Contact', 'COMPETENCES & RESPONSIBILITIES >', 'CORE Seminar in Mental Health 2015', and 'Search engine of aids for researchers'.

Introduction

- For its own activities the UAB is inspired by principles of freedom, democracy, justice, equality and solidarity (UAB Statutes).
- This commitment therefore involves directing:
 - the teaching
 - the research
 - all the university activities towards a culture of:
 - peace
 - respect for human rights
 - social progress
 - respect for the environment and sustainable development
 - explicit rejection of research for military ends.

Introduction

- The UAB considers necessary to have a Code of Good Practice in Research (CGPR).
- This code should contribute to guaranteeing that the research carried out is done so in accordance with the prevailing legislation and the ethical norms accepted by the scientific community.

Objectives

- The CGPR is the collective self-regulating instrument that is made up of a set of actions, recommendations and commitments for research practice.
- Its strength comes from the fact that it includes legal precepts, but also the voluntary acceptance of everyone involved in research and especially the researchers themselves.

Objectives

- This document is applicable to researchers and trainee researchers at the UAB, as well as the other bodies under majority or total control of the University.

Research values

- Research must meet professional, institutional and legal standards and be guided by universal values:
 - **Freedom** (under the ethical principles contained in the previously mentioned UAB Statutes).
 - **Honesty** (with participants, with colleagues, with competitors, with the institution, with the funding agency...) ⇒ declare any Conflict of interest
 - **Responsibility** (towards the funders, the research team, the supervisor/s, the actors involved in the research)

Research organization

- At the UAB, research is organized in research groups (RG).
- RG must have a principal researcher who leads the group and publicly represents it.
- The training process for young researchers is one of the responsibilities of researchers within this group.

Research organization

- Supervisors and tutors are responsible for this training process taking into account the defined objectives and the timeframe for achieving them.

Obligations of supervisors

- Interact personally and regularly with the trainee researchers under their supervision
- Facilitate access to adequate means and scientific environment
- Introduce trainee staff to discussion forums and scientific meetings and offer advice for their future
- Avoid trainee researchers being involved in tasks outside their area of training
- Ensure that work orientated to training researchers does not form part of projects with commercial restrictions over the diffusion of results
- Ensure that the research is carried out in safe conditions
- Stress to trainee researchers to follow the CGPR and be self-critical

Obligations of supervisors

- Offer the trainee researchers all the information in relation to the existing legal requirements that affect research activity
- Recognize the personal work of the researchers and be rigorous and fair in the authorship of publications
- Carry out work in a way that provides an example for the trainee researchers

Obligations of the trainee staff

- Be fully involved in the project assigned to them, while taking on the commitments that derive from it and dedicating the necessary time and resources
- Make good use of the materials and installations available
- Follow the advice and recommendations of the supervisors
- Inform themselves of the safety rules and procedures, following them and respecting the CGPR
- Take part in scientific activities, discussion forums, seminars, etc.
- Recognize the contributions of supervisors and tutors in their oral and written results

Research planning

- All research must be contained in a written document (research protocol or design)
- All research protocols that include the use of installations or equipment for the research that are not for exclusive use should receive prior approval from the person responsible for the institution, centre or equipment to be used

Research planning

- Depending on the type of study, ethical and legal aspects must be taken into account
- During the projects, monitoring should be carried out to show that the activities carried out are in line with the planning and to make any necessary changes

Research practice

- Working procedures: All procedures and methods used in the research protocol must be adequately referenced and documented

Research practice

- Research infrastructure: researchers must ensure that the equipment used is adequate for the activities to be carried out and that the people who have to use it are suitably trained for its use
- Equipment used for research activities must undergo preventive maintenance to avoid malfunctioning

Research involving people

- Research protocols involving the direct participation of people or based on any information or biological samples obtained from people must receive the approval of the CEEAH of the UAB
- When the purpose of the research is of clinical nature, the corresponding clinical research ethics committee (CEIC) of the health centre where the research is being carried out is instead needed

Research involving animal experimentation

- Researchers must obtain authorization from the CEEAH of the UAB to develop any research using animals
- The staff taking part in research with animals must have the corresponding accreditation

Research involving natural spaces and cultural heritage

- Research involving such spaces oblige researchers to take special care and always look for compatibility between their own research tasks and the maintenance, conservation and sustainable development of those spaces for future generations.

Collection and storage of materials and data

- Acquisition and recording: researchers must record all data and observations obtained from the research activity
- All data must be conserved for a minimum period of 5 years from the date of publication onwards
- Original data from the research must be stored in their original form: Excessive improvement or interpretation of the original data should be avoided

Data ownership

- All the primary data (collection notebook, data bases, etc.) as well as material obtained during the research is the property of the centre to which the project leader belongs (UAB)
- All members of the research team must be able to access the information from the data obtained

Dissemination of results

- The dissemination of the results is an ethical responsibility of researchers
- All researchers must clearly state that they belong to the UAB in their published works

Dissemination of results

- Dissemination in the mass media:
It is not considered acceptable to disseminate results of research to the media before peer review has taken place, nor should excessive optimism or false expectations be raised in relation to the research

Dissemination of results

- Authorship: To determine authorship or co-authorship of a publication and inventor of a patent the following is required:
 - Have made a substantial contribution to the project and the creative process:
 - to the conception and design of the project
 - to the analysis and interpretation of the results
 - Have contributed to the preparation of the presentation or the report of the results.
 - Be able to present a personal contribution to the research and discuss the main aspects of the research as a whole

Dissemination of results

- Authorship: the deliberate omission of the name of any person who has made a proven contribution according to these criteria is an act of inadequate appropriation of intellectual property by the rest of the authors

Dissemination of results

- Order of authors: The order in which authors appear in the publications may follow certain customs that are established in each area of research and it is recommended that these are respected

Dissemination of results

- Error correction and retraction: If an error is found that devalues the published results, the main author must discuss the matter with the leader of the research so that the coauthors can be notified, publish a correction as soon as possible and establish the basis of the reservations.
- When the doubts are considered to be serious a withdrawal must be published as soon as possible

Curriculum vitae

- The CV is set out in a document detailing personal information, training and professional experience, in which truthfulness and clarity are essential requirements
- Its content is the responsibility of the person presenting the CV and therefore it is recommended that all pages be signed or stamped.

Thank you for your attention!