

<b>Purpose:</b>	To ensure all research undertaken at Murdoch University complies with the <i>Australian Code for the Responsible Conduct of Research 2007</i> .		
<b>Audience:</b>	Staff and Students		
<b>Supporting Procedures:</b>	<i>Conscientious Objection Procedure</i> <i>Graduate Research Degrees Procedure</i>		
<b>Contact Officer:</b>	Manager, Research Ethics and Integrity	<b>Phone:</b>	See Campus Directory

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## Preamble:

Murdoch University is committed to the highest standards of research conduct in its research enterprise. All researchers at Murdoch University must comply with the *Australian Code for the Responsible Conduct of Research 2007* (the *Code*), which was established pursuant to the *National Health and Medical Research Council Act 1992*.

This *Responsible Conduct of Research Policy* implements the *Code* at Murdoch University.

Research is a broad concept with no simple, single definition for all disciplines. In the *Code*, research is taken to mean 'original investigation undertaken to gain knowledge, understanding and insight'. This policy adopts the *Code's* definition and also includes:

- funded and unfunded research; and
- projects that require ethics approval and those that do not.

Researchers at Murdoch University refer to all staff (academic/professional, including those listed in the *Honorary Titles and Appointments Policy*) and research students.

## Objectives:

1. To ensure all research undertaken at Murdoch University complies with the *Australian Code for the Responsible Conduct of Research 2007*.
2. To provide a clear Research Governance Framework through which research is assessed for quality, safety, privacy, risk management, financial management and ethical acceptability.
3. To ensure the integrity of research undertaken at Murdoch University and that responsible research practices are followed.
4. To ensure Murdoch University researchers are eligible for NHMRC and ARC funding and other Australian Competitive Grants.
5. To assist researchers meet eligibility requirements for other competitive funding.

## Policy:

### Commitment and responsibilities

1. Researchers at Murdoch University must comply with the *Australian Code for the Responsible Conduct of Research 2007* (the *Code*) and all other applicable legislation and Murdoch University policies, any common law obligations, funding body and/or contractual or other agreements that apply to research conduct.

- 1.1. Research conducted with human participants must comply with the *National Statement on Ethical Conduct in Human Research 2007* and other requirements, as set out in the *Human Research Ethics Policy*.
- 1.2. Research or teaching involving the scientific use of animals must comply with the *Australian Code for the Care and Use of Animals for Scientific Purposes 2013*, the *Animal Welfare Act 2002* (WA) and other requirements, as set out in the *Animal Ethics Policy*.
- 1.3. Research must follow proper practices for safety and security in accordance with the *Occupational Safety and Health Policy* and the *Safety in Research and Teaching Policy*.
- 1.4. Researchers must disclose all actual or potential conflicts of interest and any circumstances where there may be a perception of a conflict of interest, in accordance with the *Conflict of Interest Policy* (under development).
- 1.5. Researchers must comply with the *Intellectual Property Regulations* and provide notification of intellectual property, as set out on the Knowledge Transfer website.
- 1.6. The Research and Development Directorate shall manage research finances through its routine internal reporting mechanisms, and by reporting to funding bodies as required.
- 1.7. Research services provided on a consultancy basis shall comply with the *Consultancy Policy*.
- 1.8. Research undertaken during an approved Research Studies Program (RSP) shall comply with the *Research Studies Program Policy*.
- 1.9. Research conducted by research students must comply with the *Graduate Research Degrees Regulations*, *Honours Policy* and related Murdoch University policies.
2. The depiction of Murdoch University's Research Governance Framework is provided by the Research and Development Directorate as Attachment 1 to this policy.
3. Murdoch University will not accept research funding from sources known to:
  - 3.1. engage in illegal or unethical activities;
  - 3.2. cause harm to health or the community (e.g. tobacco companies or their affiliates); or
  - 3.3. have a vested interest in not minimising harmful social, environmental or health impacts.
4. Exceptions to Clause 3.2 and 3.3 can be considered on a case-by-case basis.
  - 4.1. Proposals for such funding may only be submitted when written approval has been obtained from the Deputy Vice Chancellor (Research and Development).
  - 4.2. Acceptance of such funding is subject to Murdoch University retaining responsibility for and control of the dissemination of the associated research findings. The funding agreement should reflect this.

#### **Induction, training, mentoring and supervision of researchers**

5. Murdoch University researchers are responsible for participating in appropriate induction, training and education programs provided on all aspects of the *Code* and Murdoch University policies relevant to responsible research conduct.
  - 5.1. Advice on research integrity matters is available from Research Integrity Advisers (see *Research Misconduct Policy*).
  - 5.2. Resources on research integrity matters are available on the Research Ethics and Integrity website.
6. Colleges are responsible for the effective mentoring and supervision of researchers and research students.

- 6.1. Colleges should at least provide advice on research ethics, research design and methods, and the responsible conduct of research.
7. All research students must be inducted, trained, mentored and supervised in accordance with the *Graduate Research Degrees Procedure*.

#### **Research data and primary materials**

8. Research data and primary materials must comply with applicable legislation, or be subject to funding and confidentiality agreements. In particular:
  - 8.1. ownership is in accordance with the *Intellectual Property Regulations*; and
  - 8.2. management, retention and disposal are in accordance with the *Research Data and Materials Recordkeeping Guideline*, consistent with discipline-based practices and subject to the conditions set by the respective ethics committee or third party agreements.
9. The lead researcher has primary responsibility for the research data and primary materials.
  - 9.1. Assigned responsibilities must be reviewed whenever there is researcher transfer or departure.
10. In accordance with the *Code* and *Research Data and Materials Recordkeeping Guideline*, all researchers must retain and preserve research data and primary materials (including laboratory and fieldwork notebooks), and maintain clear and accurate records of:
  - 10.1. where research data are stored and when they are disposed;
  - 10.2. research methods;
  - 10.3. data sources; and
  - 10.4. approvals granted during and after the research process.

#### **Dissemination and publication of research findings**

11. Researchers are responsible for the dissemination of all research findings as broadly, accurately and unambiguously as possible (including negative findings and results contrary to hypotheses). Dissemination of research findings:
  - 11.1. should be communicated to those directly impacted by the research before public release, where possible.
  - 11.2. when published, must be in accordance with the *Authorship Attribution Policy*.
  - 11.3. must acknowledge collaborating institutions and sponsors, and are subject to sponsorship restrictions and the intellectual property of the research outcomes.
  - 11.4. are subject to any ethical, privacy or confidentiality agreements, contractual or intellectual property restrictions and cultural sensitivities.
  - 11.5. should be actively subjected to peer review in accordance with the *Code*, where relevant, unless prohibited by a sponsor's confidentiality requirements.
    - 11.5.1. Researchers should not interfere with the peer review process or its outcomes.
    - 11.5.2. Researchers must inform the sponsor/s of any limitations to peer review.
    - 11.5.3. Researchers should clearly communicate the project's status (in progress or finalised).
  - 11.6. if subject to any confidentiality requirement to protect intellectual property rights between the institution, researcher and research sponsor, the confidentiality contract must be explicitly agreed in writing.
  - 11.7. must be corrected or retracted if researchers become aware of inaccurate statements made about their work.
12. Research students must comply with thesis distribution requirements in the *Graduate Research Degrees Regulations*.

13. Any publication or dissemination of research findings must be recorded on the nominated Murdoch University database.

#### **Collaborative research**

14. In collaborative research, the Murdoch University lead researcher has primary responsibility for all Murdoch University compliance with the *Code*, statutory, regulatory, contractual and other requirements, and Murdoch University policies and procedures.
15. Researchers in non-externally funded collaborative research projects should have a written agreement which covers at least the following, where relevant, before the research commences:
  - 15.1. intellectual property, copyright and sharing commercial returns;
  - 15.2. ownership of equipment and data;
  - 15.3. financial arrangements;
  - 15.4. authorship and publication;
  - 15.5. consultancies and secondments;
  - 15.6. ethics and safety approvals;
  - 15.7. privacy and confidentiality;
  - 15.8. reporting to appropriate agencies;
  - 15.9. dissemination of research outcomes protocol; and
  - 15.10. management of research data and primary materials.This agreement should be periodically reviewed, as required.
16. Researchers in funded collaborative research projects must have a signed written agreement with partner institutions/entities that is compliant with the *Code*, as prepared or reviewed by Research and Development Directorate and Legal Services, before the research commences.
17. Researchers supported by Australian public funding involved in collaborative research conducted outside Australia must also comply with Clauses 14 and 16, unless otherwise approved by the Deputy Vice Chancellor (Research and Development).

#### **Conscientious objection to research**

18. Researchers may conscientiously object, without disadvantage, to conducting research that compromises their values e.g. research involving embryos, fetuses, or embryonic or foetal tissue (*National Statement on Ethical Conduct in Human Research*, 3.6.7).
19. Researchers must take all reasonable steps to ensure that they do not have a conscientious difficulty with proposed research before committing to a project, particularly if funding is to be requested or has already been provided.
20. Any application to withdraw from research based on conscientious objection should be made, wherever possible, before research commences, in accordance with the *Conscientious Objection Procedure*.

#### **Research misconduct**

21. Researchers must report any suspected research misconduct in a timely manner, in accordance with the *Research Misconduct Policy* and applicable industrial instrument of employment.
22. Murdoch University will respond to any allegation of a breach of the *Code* or research misconduct, in accordance with the *Research Misconduct Policy*.
  - 22.1. Allegations of breaches of the *National Statement on Ethical Conduct in Human Research* or the *Animal Code for the Care and Use of Animals for Scientific Purposes* shall be referred initially to the Human Research Ethics Committee (HREC) or Animal Ethics Committee (AEC) respectively.

- 22.2. If the outcome of the HREC or AEC investigation is a determination that the alleged breach amounts to research misconduct, it shall be referred for consideration under the *Research Misconduct Policy*.
- 22.3. Where allegations of research misconduct involve other forms of misconduct, those misconduct allegations shall be handled in accordance with the employee's applicable industrial instrument of employment and/or University policy.

**Supporting Procedures:**

The Director, Research and Development is authorised to approve all the supporting procedures.

**Supporting Guidelines:**

There are no supporting guidelines.

**Supporting Standards:**

There are no supporting standards.

**Performance Indicators:**

1. Eligibility of Murdoch University researchers for NHMRC and ARC funding.

**Definitions:**

**The definition of these terms appears in the "Dictionary of Terms". Please refer to the "Dictionary of Terms" in Policy and Procedure Manager™ to ensure you are referring to the latest version.**

There are no key terms.

**Related Documents:****State and National Legislation, Codes and Guidelines**

*Animal Welfare Act 2002 (WA)*

*Australian Code for the Responsible Conduct of Research 2007 (available at <http://www.nhmrc.gov.au/guidelines-publications/r39>)*

*Australian Code for the Care and Use of Animals for Scientific Purposes 2013*

*National Health and Medical Research Council Act 1992*

*National Statement on Ethical Conduct in Human Research 2007*

**Murdoch University**

*Animal Ethics Policy*

[Authorship Attribution Policy](#)

[Conflict of Interest Policy](#)

[Conscientious Objection in Teaching and Assessment Policy](#)

[Graduate Research Degrees Regulations](#)

[Honours Policy](#)

[Human Research Ethics Policy](#)

[Intellectual Property Regulations](#)

[Safety, Health and Wellbeing Policy](#)

[Research Data and Materials Recordkeeping Guideline](#)

[Research Misconduct Policy](#)

[Research Studies Program Policy](#)

[Safety in Research and Teaching Policy](#)

## **References:**

*Deakin University Research Conduct Policy*

## **Approval and Implementation:**

Approval Authority:	Academic Council
Responsible Officer(s):	Director, Research and Development

## **Revision History:**

Version	Date Approved	Effective Date (if later than 'Date Approved')	Next Review Date	Resolution No. (if applicable)
Administrative amendment	08/03/2019			
Approved	28/01/2015		28/01/2018	AC/08/2015(i)
Rescinded AC/183/2012(i)	28/01/2015			AC/08/2015(ii)
Recommended to AC by RDC	12/11/2014			RDC/11/2014(i)(ix)
Approved	21/11/2012		21/11/2015	AC/183/2012(i)
Rescinded AC/119/2011(i)	21/11/2012			AC/183/2012(ii)
1	10/08/2011		10/08/2014	AC/119/2011 (i)