Research Code of Practice

Version Number 1.0

Effective from 24th July 2017

Issued by Research and Enterprise

Document Control Information			
Revision History incl. Authorisation: (most recent first)			
Author	**Summary of changes**	**Version**	**Authorised & Date**
Prof Nick Hardiker & Anish Kurien	New document	V1.0	Research & Enterprise Committee: 21st June 2017
Policy Management and Responsibilities:			
Owner:	Dean of Research		
Others with responsibilities (please specify):	Associate Director Research		
Author to complete formal assessment with the following advisory teams:			
Equality Analysis (E&D, HR) *Equality Assessment form*	1. Assessment by Dr Joanne Cresswell (Associate Director Research & Enterprise) and Nicola Kettley (Policy, Project and Employee Relations Specialist). Emailed to equality@salford.ac.uk 2nd June 2017.		
Legal implications (LPG)	2. Assessment by Dr Joanne Cresswell (Associate Director Research & Enterprise) and Nicola Kettley (Policy, Project and Employee Relations Specialist). Emailed to equality@salford.ac.uk 2nd June 2017.		
Information Governance (LPG)	3. Assessment through InfoGov by ongoing consultation, March-July 2017.		
Student facing procedures (QEO)	4. Assessment by Annette Cooke (Quality and Enhancement Manager) 26th May 2017.		
UKVI Compliance (Student Admin)	5. Assessment by Dr Richard Melia (Head of Home Office Compliance). Minor amendments made.		
Consultation:			
Staff Trades Unions via HR	1. Consultation not required. Submitted for information via Nicola Kettley (Policy, Project and Employee Relations Specialist).		
Students via USSU	2. USSU consultation completed and amendments made 31st May 2017.		
Relevant external bodies (specify)	3. N/A		
Review:			
Review due:	Annually by July 2018		
Document location:	University of Salford Policy pages http://www.salford.ac.uk/policies		
The owner and author are responsible for publicising this policy document.			

1.0   Purpose

This Code of Practice has been developed to support Researchers - the staff and students of the University of Salford - and to ensure that University continues to deliver research that is characterised and underpinned by excellence, honesty and integrity, openness and candour, accountability and responsibility, rigour and care and respect.

2.0   Scope

The University of Salford is committed to excellent research with impact.

This Code of Practice has been developed in support of Universities UK's Concordat to Support Research Integrity to promote good conduct at all stages of the research process and to ensure that their research is of the highest quality.

This Code of Practice applies to all University staff, students, visiting or emeritus staff, associates, holders of honorary and clinical contracts, contractors and consultants and others working on University premises or carrying out research activity in the name, or on behalf of, the University of Salford, and across all subject disciplines and fields of study, hereafter referred to as 'Researchers'.

Researchers are responsible for the professional conduct and publication of their research, and for the work of colleagues and students under their direction, and for the reporting of suspected conflicts of interest, poor practice or potential misconduct. Researchers should be aware of, and adhere to, current good practice and any statutory obligations relating to their research area. The UK Research Integrity Office has produced a useful general checklist for Researchers (See Related Documentation), listing the key points for good practice in research for a research project.

It is the responsibility of all Researchers to make themselves familiar with and abide by this Code of Practice.

In the sections that follow, for members of Academic Staff and students the Research Governance Officer refers to the Associate Dean (Research & Innovation) or other nominated individual of the School of the Researcher; for members of Professional Services the Research Governance Officer refers to the Associate Director (Research & Enterprise) or other nominated individual.

3.0   Definitions

The University of Salford takes its definition of research from the:

Research and experimental development (R&D) comprise creative and systematic work undertaken in order to increase the stock of knowledge – including knowledge of humankind, culture and society – and to devise new applications of available knowledge.

The Frascati Manual defines three types of activity covered by the term Research and Development (R&D):

- **Basic research** is experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular application or use in view
- **Applied research** is original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective

- **Experimental development** is systematic work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.

This Code of Practice also includes the dissemination and exploitation or results and the training and development of fellow Researchers.

4.0 Policy Statements

4.1 Principles

A number of principles underpin Research. The principles outlined below map to UK Research Integrity Office (UKRIO) Code of Practice for Research: Promoting good practice and preventing misconduct and Universities UK's Concordat to Support Research Integrity.

Excellence

Researchers should strive for excellence when conducting research, determining and disseminating results of the highest quality.

Honesty and Integrity

Research relies on a culture of honesty and integrity. It relies on Researchers ensuring, both in their own actions and in the actions of others, honesty and integrity in the presentation of research goals, intentions and findings; in reporting on research methods and procedures; in gathering data; in using and acknowledging the work of others; in conveying valid interpretations and making justifiable claims based on research findings. Researchers should not allow commercial or other pressures to compromise their honesty and integrity and should openly declare any competing interests. Researchers must not seek to conceal their own or others' poor practice and have an obligation to report potential misconduct in an appropriate and timely manner.

Openness and Candour

Research methods and findings should be open to scrutiny. Subject to legal, ethical and commercial constraints, there should be open and transparent reporting of research methods, and of the collection, analysis and interpretation of data. Research findings, including negative results if appropriate, should be made widely available.

The University supports the Research Councils UK Concordat on Open Research Data on and the HEFCE Policy on Open Access for research outputs (through the University's Research Data Management Policy and Open Access Policy).

Accountability and Responsibility

Researchers are accountable to the University, to professional bodies and to wider society. Primary responsibility rests with the individual Researcher to ensure that they are adequately prepared to conduct the research and that the work meets the principles outlined in this document.

All Researchers must ensure the work is undertaken ethically and is consistent with any agreements and terms and conditions related to the project, including adherence to the

agreed schedule of work and budget, reporting requirements and conditions relating to publication, data management and intellectual property rights.

Researchers should be aware of and must comply with relevant University policies and guidelines and legal and policy requirements (including ethics, data, finance and health and safety) in their field of research and should follow also the requirements and guidance of relevant professional and/or regulatory bodies.

Rigour

Researchers should be thorough and careful and should, unless the research itself requires it, conduct research in line with any agreed protocols and prevailing disciplinary norms and standards, both in the application of research methods and in the interpretation and presentation of results.

Care and Respect

Researchers should extend care and respect to all research participants and subjects (including humans, animals, the environment and cultural artefacts). Researchers should anticipate any issues and address in a timely fashion any concerns relating to dignity, wellbeing, safety and rights, including those relating to equality and diversity. Researchers are responsible also for the stewardship and preservation of knowledge.

4.2   Research Misconduct

According to the [RCUK Policy and Guidelines on Governance of Good Research Conduct](#), unacceptable conduct includes the following:

Fabrication

This comprises the creation of false data or other aspects of research, including documentation and participant consent.

Falsification

This comprises the inappropriate manipulation and/or selection of data, imagery and/or consents.

Plagiarism

This comprises the misappropriation or use of others' ideas, intellectual property or work (written or otherwise), without acknowledgement or permission.

Misrepresentation

- Misrepresentation of data, for example suppression of relevant findings and/or data, or knowingly, recklessly or by gross negligence, presenting a flawed interpretation of data
- Undisclosed duplication of publication, including undisclosed duplicate submission of manuscripts for publication
- Misrepresentation of interests, including failure to declare material interests either of the researcher or of the funders of the research
- Misrepresentation of qualifications and/or experience, including claiming or implying qualifications or experience which are not held

- Misrepresentation of involvement, such as inappropriate claims to authorship and/or attribution of work where there has been no significant contribution, or the denial of authorship where an author has made a significant contribution

Breach of Duty of Care (whether deliberate, reckless or negligent)

- Disclosing improperly the identity of individuals or groups involved in research without their consent, or other breach of confidentiality;
- Placing any of those involved in research in danger, whether as subjects, participants or associated individuals, without their prior consent, and without appropriate safeguards even with consent; this includes reputational danger where that can be anticipated
- Not taking all reasonable care to ensure that the risks and dangers, the broad objectives and the sponsors of the research are known to participants or their legal representatives, to ensure appropriate informed consent is obtained properly, explicitly and transparently
- Not observing legal and reasonable ethical requirements or obligations of care for animal subjects, human organs or tissue used in research, or for the protection of the environment
- Improper conduct in peer review of research proposals or results (including manuscripts submitted for publication); this includes failure to disclose conflicts of interest; inadequate disclosure of clearly limited competence; misappropriation of the content of material; and breach of confidentiality or abuse of material provided in confidence for peer review purposes

Improper Dealing with Allegations of Misconduct

- Failing to address possible infringements including attempts to cover up misconduct or reprisals against whistle-blowers
- Failing to deal appropriately with malicious allegations, which should be handled formally as breaches of good conduct.

Examples of Research Misconduct (whether deliberate, reckless or negligent)

- Failure to obtain appropriate permission to conduct research
- Failure to follow approved protocols
- Deception in relation to research proposals
- Failure to comply with the University's Research Code of Practice and relevant professional codes of practice relating to research
- Use of information in breach of obligations of confidentiality
- Failure to comply with the Data Protection Act 1998
- Use of information sources, including the Internet, in a way that break the relevant rules, policies and codes of practice, for example (but not limited to) any breach of the University's policies on use of the Internet
- Research practice which results in harm to humans or the environment
- Failure to follow statutory regulations on animal experiments
- Fabrication, falsification or corruption of research data
- Distortion of research outcomes, for example omission of data that do not fit expected results
- Misrepresentation of results

- Publication of data known or believed to be false or misleading
- Plagiarism or use of unacknowledged sources
- Misquotation or misrepresentation of other authors
- Inappropriate attribution of authorship
- Fraud or other misuse of research funds or research equipment
- Attempting, planning or conspiring to be involved in research misconduct
- Inciting others to be involved in research misconduct
- Collusion in or concealment of research misconduct by others.

4.3   Leadership and Supervision

The Principal Investigator of a research project or the main supervisor of a student research study is responsible for ensuring that they, and all researchers under their management or supervision, are aware of, and conduct research in accordance with, this Code of Practice and all related University policies and external legislation. This includes ensuring:

- The preservation of dignity, welfare, safety and rights of all research participants and a commitment to equality and diversity
- That the study complies with all relevant legal and ethical requirements
- That approval is obtained from all necessary bodies before research commences
- That research is conducted in accordance with the University's policies and guidelines and in line with external legislation and any agreed protocols and prevailing disciplinary norms and standards
- That a risk assessment is undertaken to determine the potential risks to participants and researchers, the organisation and the research itself. Researchers should report any risks to, and seek guidance from, their School Research Governance Officer and take agreed actions to minimise those risks
- That a plan is in place to handle potential adverse incidents or incidental findings relating to the welfare or interests of research participants
- An appropriate level of qualification and experience across the research team (including Any necessary checks e.g. Disclosure Barring Service)
- That agreements are established and formalised as necessary among all parties involved, ideally before research commences, regarding roles and contributions, intellectual property rights, data custody and authorship of publications
- An adequate level of supervision before, during and after the research project or period of student research study. This includes training and supervision in the use of equipment and in specialist techniques
- That robust procedures are in place for the management of data, both during and after the project (ensuring that research data remains accessible even in the event of a Researcher leaving the University)
- That robust procedures are in place to manage resources and any intellectual property arising from the research
- Acceptable and timely reporting on research progress and outcomes
- Timely dissemination of research findings, both to participants as agreed and wider, in a form that facilitates scrutiny.

The Principal Investigator or Main Supervisor also plays a key role in preventing, detecting and reporting potential research misconduct according to University policy.

4.4   Research Design

When designing and conducting research projects, researchers should ensure that:

- The proposed research addresses pertinent question(s) and is designed either to add to existing knowledge about the subject in question or to develop new research methods
- The design of the study is appropriate for the question(s) being asked and addresses the most significant potential sources of bias
- The design and conduct of the study, including how data will be gathered, analysed and managed, are set out in detail in a pre-specified research plan or protocol
- Sufficient resources will be available to carry out the proposed research and that these resources meet all relevant standards
- Any issues relating to the above are resolved as far as possible prior to the start of the research
- That the research is conducted and data collected in accordance with the research design, and that appropriate quality control and quality assessment measures are in place to ensure consistency throughout the delivery of the research, and across all researchers.

Where the design of a study has been approved by ethics, regulatory or peer review, Researchers should ensure that any subsequent alterations to the design are subject to appropriate further review and approval of changes to determine that they will not compromise the integrity of the research or any terms of consent given previously.

4.5   Collaboration

In forming research collaborations, particularly on an interdisciplinary or international basis, agreements should be established and formalised as necessary among all parties involved, ideally before research commences, regarding roles and contributions, allocation of resources, intellectual property rights, data custody and authorship of publications. These should comply with University's policies and guidelines and those of the collaborators.

The contracts team in the University's Research & Enterprise Division should be consulted in the case of large projects or complex cases.

4.6   A Community of Scholars and Researchers

Researchers should be aware that their research may impact on others within and outside the University. Researchers should act in a collegial manner at all times and strive to ensure that the University and the sector remains an effective, diverse, interdisciplinary community of scholars and Researchers.

5.0   Links to other University Policies

5.1   Health and Safety

As part of the University's commitment to providing a safe and healthy working environment the University Health and Safety Policy states that health and safety is everyone's responsibility.

Researchers should be aware of and comply with this policy and other relevant policies and procedures relating to their research. In particular, they should observe safe working arrangements and encourage colleagues and those under their supervision to do likewise, take reasonable care for the health and safety of themselves and others, participate in relevant health and safety training when required to do so and report accidents, near misses or matters of concern to their line manager or Main Supervisor.

Where relevant, a risk assessment should be undertaken and documented using a risk assessment proforma to determine the potential risks to participants and researchers, the organisation and the research itself. Researchers should report any risks to, and seek guidance from, the Research Governance Officer and take agreed actions to minimise those risks.

Researcher should follow the University's Lone Working Code of Practice to prevent potential harm to those working alone.

Researchers should ensure that appropriate insurance is in place, liaising with Purchasing (which has responsibility) as necessary.

5.2   Intellectual Property Rights

Intellectual property (IP) refers to creations of the mind, such as inventions; literary and artistic works; designs; and symbols, names and images. This also includes the products of research. Researchers should comply with the University's Intellectual Property Policy which states that the University 'owns all Employee Generated IP', but with certain exceptions. For example, the University generally allows that the copyright in a thesis or dissertation is owned by the author (who in turn grants royalty-free, irrevocable and non-exclusive licence for use of the IP to the University).

Questions or concerns about IP should be raised with the University's Intellectual Property Manager.

5.3   Information Governance

General guidance on aspects of information governance – data protection, freedom of information, copyright, information security, and information and records management - can be found at: http://www.infogov.salford.ac.uk/.

Questions or concerns about information governance should be raised with the University's Head of Information Governance.

Confidentiality and Data Protection

Researchers must respect the confidentiality of information supplied by research participants, and their anonymity, in accordance with relevant legislation and in line with the provisions of the approved ethical application.

In all research disciplines the Data Protection Act 1998 requires a lawful ground, including valid and informed consent, for collecting and using information on living identifiable human participants in research. Researchers much be aware of the legislation and must be aware of and comply with the University's Data Protection Policy. Guidance on data protection can be found at: http://www.infogov.salford.ac.uk/dataprot/

The University's [Information Security Policy](#) states that it is a requirement of all employees and third parties (under contracts of employment or terms and conditions of engagement) to ensure confidentiality of information in direct proportion to the nature and sensitivity of the information in question: and the harm that may result from its improper use, or from its loss or destruction. Researchers should be aware of and comply with the policy.

Research Data Management

The University of Salford defines research data as 'information created, observed or collected in the course of research which is necessary to support or validate a research project's observations, findings or outputs'.

Research data management is vital for ensuring the sustainability, discoverability and accessibility of data in the long term. It enhances the integrity and efficiency of research and facilitates data sharing, validation and re-use in accordance with legal, ethical and funder requirements.

Researchers are responsible for the management of research data. Research data management involves activities throughout the research data lifecycle; planning and making decisions about the collection, organisation, storage, preservation, publishing and sharing of research data.

Researchers should comply with the University's [Research Data Management Policy](#) which states that the Principal Investigator of a research project is ultimately responsible for research data management which includes the production of a Data Management Plan, adherence with contractual, legislative, regulatory, ethical and other relevant requirements, and use of an appropriate internal or external data centre with as few restrictions as possible on its subsequent availability. Researchers should, where applicable, seek to recover the direct costs of managing research data in the grant from the funder.

The DMP should be implemented, and updated where required throughout the project lifecycle. As part of their DMP, Researchers should ensure that they have assessed the risks relating to confidentiality, integrity, availability and compliance with respect to their data and have employed appropriate security controls.

Guidance on research data management can be found at:
http://www.salford.ac.uk/research/research-data-management

For further support, the University's Research Data Management Service can be contacted at: researchdata@salford.ac.uk

Information and Records Management

Information, records and documentation created in the course of research, whether internally or externally funded, are subject to contractual record-keeping requirements. Such information must be collected and used fairly, stored safely and not disclosed unlawfully. Researchers should be aware of and comply with the University [Information and Records Management Policy](#) which states the need to ensure that information and records are managed efficiently.

5.4   Ethical Requirements

Guidance on research ethics and the University's ethical approval processes can be found at: http://www.salford.ac.uk/ethics

The responsibility for ensuring the ethical conduct of research resides with the Principal Investigator of a research project or the main supervisor of a student research study. Researchers should be aware of and comply with the University's Academic Ethics Policy (in development). Researchers are responsible for considering whether activities fall within the scope of the policy and, if so, for seeking ethical approval via the School Ethics Panel and other relevant external committees. In general all research conducted at or on behalf of the University of Salford requires ethical consideration by a University of Salford School Ethics Panel. This includes student research and research that may have been granted ethical clearance elsewhere e.g. a partner organisation. Please note that at the University of Salford Researchers are required to seek University approval **prior** to external approval such as Health Research Authority Approval for NHS and social care research.

Research that involves children and vulnerable adults requires special consideration. Researchers should be aware of and comply with the University's Safeguarding Policy and in all cases where research participants may not have capacity to provide valid consent during the course of the study Researchers should comply with the Mental Capacity Act 2005 and should be aware of additional guiding frameworks such as Gillick competence or Fraser guidelines.

Researchers should contact the relevant Research Governance Officer prior to the commencement of research that might be considered controversial and/or security-sensitive. Likewise Researchers should contact the relevant Research Governance Officer if they consider, at any stage of the research, that research participants may be subject to unreasonable risk or if there are concerns relating to the improper and/or unlicensed use or storage of human material, or the improper use or storage of personal data.

The Department of Health's Research Governance Framework for Health & Social Care provides guidance specifically for research within health and social care.

Research involving Human Tissues and Samples, Animals and Non-human Biological Materials

It should be noted that the University does not currently permit experimentation on live vertebrates and cephalopods on its premises. It is the responsibility of the researcher to ensure that, in the case of research on animals undertaken on behalf of the University either by a third party or in external organisations, all statutory controls and codes of practice are observed, including the Animals (Scientific Procedures) Act (1986).

Any research involving the use of human tissue and fluid samples must comply with all relevant legislation and codes of practice including the Human Tissue Act (HTA) (2004) and the Human Fertilization and Embryology Act (2008).The HTA maintains a list of materials that are considered to be 'relevant material' under the Human Tissue Act (2004). The University does not hold an HTA research license. A licence is not required for use of human tissue and fluid samples in a specific research project which has active Health Research Authority Approval from another institution. However any human tissue and fluid sample use must comply with the requirements of the licence, and be auditable by the

institution holding the licence. All research on human material is subject to approval by the University ethics committee.

All research involving non-human biological materials sourced from outside the EU must comply with the Nagoya Protocol.

Clinical Trials of Investigational Medicinal Products

The Medicines for Human Use (Clinical Trials) Regulations 2004 and subsequent amendments impose a number of legal responsibilities on Researchers and research institutions. Under the Regulations, it is illegal to start a Clinical Trial of an Investigational Medicinal Product in the UK until:

- The trial has been authorised by the Medicines and Healthcare products Regulatory Agency (MHRA)
- An ethics committee has given favourable approval of the protocol
- A Sponsor for the trial has been agreed.

5.5   Conflicts of Interest

The University's Management of Conflicts of Interest Policy states that everyone should take proper account of any potential conflict of interest arising from their position within the University, and from their membership of or connection with other bodies outside the University.

In a research context, responsibility for identifying and declaring conflicts of interest (via a Declaration of Interests Form to the relevant Dean of School or Head of Professional Service) lies with each individual involved in the research. Researchers should be aware of and comply with the policy.

5.6   Publication, Authorship and Peer Review

Researchers should be aware of and follow the University's Good Practice in Authorship of Research Publications User Guide which states the need to publish the results of research in an ethical and timely manner, and in a way which recognises the contribution of all collaborators in the research in an appropriate way.

The User Guide provides recommendations on the criteria that should be used to determine authorship. **It is important to note that all authors may be held accountable for the integrity of the paper, including any plagiarism or fraud which may later be identified, even if they were not aware of, and/or did not actively contribute to any misconduct.** Therefore all authors should be prepared and able to present/defend the published work as if they were first author.

In addition the User Guide outlines responsibilities for authors e.g. *be accountable for the validity and accuracy of all work and data included in the Publication*, and for the University e.g. *provide a regulatory and governance framework to address misconduct in authorship and research.*

Researchers should be aware of and comply with the University's Open Access Policy. Authors are required to deposit full text copies of their peer-reviewed journal articles and conference papers into the University of Salford Institutional Repository (USIR) at the point of

acceptance for publication, and no later than ten calendar weeks after that date. The full text output deposited should be the author's accepted and final peer-reviewed manuscript (known as the 'author's accepted manuscript'), although this may be replaced at a later date by the final version of record.

Peer review is an important part of good practice in: the publication and dissemination of research and research findings; the assessment of applications for research grants; and in ethical review. The University encourages researchers to act as peer reviewers for meetings, journals and other publications, grant applications and ethical review. The University also encourages Researchers to seek internal peer review prior to submission for external review.

Researchers who act as peer reviewers should ensure that they are sufficiently knowledgeable and should act with appropriate rigour, objectivity and fairness, and should declare any potential conflicts of interest. They should not seek to influence the review process. They should treat the review material as confidential, and they should not seek to use the material for their own gain.

5.7   Researcher Career Development

Regarding the career development of Researchers, the University takes as its guidance the principles of the Vitae Concordat to Support the Career Development of Researchers. Principle 5 of the Concordat states the need for Researchers to share responsibility for and to engage in their own personal and career development.

The identification of career aspirations and associated training and development requirements for part of the Performance Development Review (PDR) process (for staff) and progression review (for students).

Research training (for staff and students) and mentoring is provided at a School or Research Centre level, and centrally through the comprehensive Salford Postgraduate & Staff Research Training (SPoRT) programme. SPoRT is organised around the four domains mapped out in the Vitae Researcher Development Framework:

- Knowledge and intellectual abilities
- Personal effectiveness
- Research governance and organisation
- Engagement, influence and impact

Sessions are open to all postgraduate researchers, academic and research staff.

5.8   Equality and Diversity

The University of Salford is committed to being a truly inclusive organisation that promotes ambition, achievement and social mobility. The University recognises that in order to achieve positive and equitable outcomes for all of its employees and students it must integrate equality and human rights principles into all of its everyday working practices, business goals and behaviours.

The aim is to continually improve outcomes for our staff and students across all groups, to be proactive in advancing equality and to support people to achieve their potential through inclusive practice. Fundamental to this aim is the belief that everyone has the same rights and will be treated fairly and with respect, irrespective of their cultural background, race, religion or

belief, disability, gender, sexual orientation, or age. The University expects everyone, including Researchers, to share and champion inclusion, to challenge and eradicate practices and behaviours that are contrary to this aim, and play an active role in ensuring that staff and students enjoy equality of opportunity.

Researchers should comply with the Equality Act 2010 and be aware of and adhere to the University's policies and guidance on equality, diversity and inclusion in all aspects of their work.

Guidance on equality, diversity and inclusion, including information on the Athena SWAN Charter which recognises advancement in gender equality, can be found at: http://www.salford.ac.uk/hr/equality,-diversity-and-athena-swan.

5.9   Home Office Compliance

If the researcher is a non-EEA national and the research project is paused or withdrawn then the matter should be discussed with Human Resources who may need to refer or report the matter to UK Visas and Immigration.

6.0   Policy Enforcement/Sanctions

Any breach of this Code of Practice may be grounds for action under the University's research misconduct or disciplinary policies.

7.0   Related Documentation

Internal Resources

Data Protection Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0005/316733/DataProtectionPolicyV2.0.pdf

Good Practice in Authorship of Research Publications User Guide

http://www.salford.ac.uk/__data/assets/pdf_file/0003/820569/GoodPracticeAuthorshipResearchPublicationsUserGuide.pdf

Information and Records Management Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0010/316738/InformationAndRecordsManagementPolicyV2.0.pdf

Information Security Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0020/664211/InformationSecurityPolicy.pdf

Intellectual Property Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0005/875219/IntellectualPropertyPolicy.pdf

Lone Working Code of Practice

http://www.salford.ac.uk/__data/assets/pdf_file/0013/311134/Lone-Working-Code-of-Practice-Ver2.pdf

Management of Conflicts of Interest Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0011/675146/ManagementOfConflictsOfInterestsPolicy.pdf

Open Access Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0007/535426/OpenAccessPolicy.pdf

Research Data Management Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0009/674208/ResearchDataManagementPolicy.pdf

Safeguarding Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0008/473192/SafeguardingPolicy.pdf

University Health and Safety Policy

http://www.salford.ac.uk/__data/assets/pdf_file/0009/567333/Health-and-Safety-Pol-V8.1.pdf

External Resources

Animals (Scientific Procedures) Act (1986)

http://www.legislation.gov.uk/ukpga/1986/14/contents

Athena SWAN Charter

http://www.ecu.ac.uk/equality-charters/athena-swan/

Data Protection Act 1998

http://www.legislation.gov.uk/ukpga/1998/29/contents

DH Research Governance Framework for Health & Social Care

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/139565/dh_4122427.pdf

Equality Act 2010

https://www.gov.uk/guidance/equality-act-2010-guidance

Frascati Manual

http://www.oecd.org/sti/inno/frascati-manual.htm

HEFCE Policy on Open Access

http://www.hefce.ac.uk/rsrch/oa/Policy/

Human Fertilization and Embryology Act (2008)

http://www.legislation.gov.uk/ukpga/2008/22/contents

Human Tissue Act (2004)

http://www.legislation.gov.uk/ukpga/2004/30/contents

Relevant material under the Human Tissue Act (2004)

https://www.hta.gov.uk/policies/list-materials-considered-be-%E2%80%98relevant-material%E2%80%99-under-human-tissue-act-2004

Medicines for Human Use (Clinical Trials) Regulations 2004

http://www.legislation.gov.uk/uksi/2004/1031/contents/made

Mental Capacity Act 2005

http://www.legislation.gov.uk/ukpga/2005/9/pdfs/ukpga_20050009_en.pdf

Nagoya Protocol

https://www.cbd.int/abs/text/default.shtml

RCUK Concordat on Open Research Data

http://www.rcuk.ac.uk/research/openaccess/concordat-on-open-research-data/

RCUK Policy and Guidelines on Governance of Good Research Conduct

http://www.rcuk.ac.uk/documents/reviews/grc/rcukpolicyandguidelinesongovernanceofgoodresearchpracticefebruary2013-pdf/

UK Government Guidance on Research and Testing using Animals

https://www.gov.uk/guidance/research-and-testing-using-animals

UKRIO Code of Practice for Research: Promoting good practice and preventing misconduct

https://www.vitae.ac.uk/policy/concordat-to-support-the-career-development-of-researchers

UKRIO Recommended Checklist for Researchers

http://ukrio.org/wp-content/uploads/UKRIO-Recommended-Checklist-for-Researchers.pdf

Universities UK Concordat to Support Research Integrity

http://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2012/the-concordat-to-support-research-integrity.pdf

Vitae Concordat to Support the Career Development of Researchers

https://www.vitae.ac.uk/policy/concordat-to-support-the-career-development-of-researchers

Vitae Researcher Development Framework

https://www.vitae.ac.uk/researchers-professional-development/about-the-vitae-researcher-development-framework

8.0   Acknowledgements

In developing this Code of Practice the University of Salford was inspired by examples of good practice at the University of York, St. Mary's University and Cardiff University, and has drawn on a range of additional sources:

Department of Health Research Governance Framework for Health and Social Care

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/139565/dh_4122427.pdf

Research Councils UK Policy and Guidelines on Governance of Good Research Conduct

http://www.rcuk.ac.uk/documents/reviews/grc/rcukpolicyandguidelinesongovernanceofgoodresearchpracticefebruary2013-pdf/

UK Research Integrity Office Code of Practice for Research: Promoting good practice and preventing misconduct

http://ukrio.org/publications/code-of-practice-for-research/

Universities UK Concordat to Support Research Integrity

http://www.universitiesuk.ac.uk/policy-and-analysis/reports/Documents/2012/the-concordat-to-support-research-integrity.pdf

If you require further information regarding this Code of Practice, please contact: research-misconduct@salford.ac.uk