

# **Regulations on Research Practice**

## **1 Responsibility for research in the University**

The Head of School is responsible for research conducted within or under the auspices of that School and answers to the Dean, the Pro Vice-Chancellor responsible for research, and the Vice-Chancellor.

## **2 Research practice**

These regulations apply to all members of the University involved in research. This will include staff and undergraduate and postgraduate students. It also applies to those who are not members of the University, but who are conducting research on the University's premises, under the University's auspices or using the University's research facilities.

All those conducting research in the University are expected to:

- maintain professional standards
- be familiar with guidance on best research practice, for example in relation to matters of policy, ethics, finance and safety
- comply with the University Research Governance and Integrity Policy
- observe legal and ethical requirements laid down by the University or other properly appointed bodies involved in the research field
- recognise the importance of good leadership and co-operation in research groups
- take special account of the needs of novice researchers
- document results and keep primary data secure
- question findings
- attribute honestly the contributions of others
- take steps to ensure the safety of all those associated with the research
- report any conflict of interest, actual or prospective, to the appropriate person.

## **3 Information about research projects**

Anyone leading a research project within or under the auspices of the University should ensure that the research complies with relevant legislation and that arrangements are in place for the proper conduct of the research, including but not limited to insurance, ethics, data protection and the protection of intellectual property.

In particular, those leading or supervising research which involves human participants (including but not limited to questionnaires, interviews, human samples and clinical research) must complete a research registration checklist before starting the research (see <http://www.bristol.ac.uk/red/research-governance>).

The University Ethics of Research Policy and Procedure governs the ethics of research across the University and applies to all those conducting research under the auspices of the University.

#### **4 Misconduct**

In the event of suspected research fraud or other research misconduct, the matter should be drawn to the University's attention under the Policy on Public Interest Disclosure. The University's Insurance Officer should be notified, in confidence, of any possible future claim, or insurance cover may be lost. The Director of Communications should also be notified, in confidence, in case of media interest.

*Approved by Council 5 July 2002. Last updated July 2010.*