SHEFFIELD HALLAM UNIVERSITY

Responsibilities of Researchers in relation to Sheffield Hallam University's Commitment to the Concordat to Support Research Integrity

The Concordat is the UK's national policy statement on research integrity and has been in operation since 2013. A new version with sanctions for non-compliance was implemented in 2020. The major funding bodies e.g. Research England, UKRI, and Welcome will now apply funding sanctions for non-compliance by universities and/or for research misconduct that is not dealt with appropriately. The details of compliance for Research England funds and the possible sanctions are in the *Terms and conditions of Research England Grant Terms and conditions of UK Research and Innovation funding administered through Research England (September 2020).* The University response to the **Concordat to Support Research Integrity** is here

As a Researcher, you have specific responsibilities in relation to the Concordat:

You **must** ensure that you:
- have an up-to-date understanding of the University's ethics policy and procedures and the legal requirements when undertaking research. Updated version of the policy approved in 2020.
- submit all your research projects for research ethics review using the online Ethics Review System. This includes recording research with no human participants.
- ensure that you are applying for the correct level of review. There is guidance on the system and from the Head of Research Ethics and the Institute Research Ethics leads.
- conduct your research in accordance with the standards and behaviours expected by the University and funders of research. Guidance is in the university policy and procedures here and online training is available currently and face-to-face will return in future.
- upload a copy to the ethics review system of ethics approvals given externally for research you are undertaking. E.g. NHS, HMPPS, or collaborations where the PI is external to SHU, e.g. from another HEI.
- keep the relevant documentary evidence of your research projects so you can demonstrate the integrity of your research should the need arise.
- access support and guidance from research managers, UREC, Research and Innovation Services and other central departments as required.
- fully engage with the appraisal process, to identify skills and knowledge that may need to be developed or updated in relation to research or teaching research and attend relevant updating/training annually.
- act in good faith with regard to allegations of research misconduct and recognise it does not include honest error or honest difference in methodological approach, design, interpretation, etc.
- report any observed instance of what appears to be research misconduct.

Training can be accessed here
Ongoing issue: The General Data Protection Regulation (GDPR) requires that researchers make specific information available to research participants and organisations they are working with via Information Sheets or their equivalent. This covers the legal basis under which the research occurs, how their data will be treated and who to complain to if they have concerns. Full information is provided on information sheet requirements are on the ethics website. The financial penalties for the University for non-compliance by researchers with GDPR are exceedingly punitive. For less severe breaches, the maximum fine is approximately **£8 million** or **two per cent** of a company's annual revenue, whichever is greater. For more severe breaches, the maximum fine is **£16million** or **four per cent** of a company's annual revenue, whichever is greater. GDPR also applies to any student research you are supervising. Guidance on GDPR here

Professor Ann Macaskill, Head of Research Ethics, March 2021