

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 Wellcome 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 the *Research England [Terms and Conditions](#)*. 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. The latest version of the policy can be found [here](#).
- submit all your research projects for research ethics review using the online [ethics review system](#). This includes 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 local Institute and College Ethics leads (see [ethics contacts](#)).
- conduct your research in accordance with the standards and behaviours expected by the University and funders of research. Guidance is on the university [website](#) and [training](#) is available.
- upload a copy to the ethics review system of any 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, including student researchers, make specific information available to research participants and the organisations they are working with via [information sheets](#) or their equivalent. This covers the legal basis under which the research occurs, how data will be treated and who to complain to if research participants have concerns. Full information on GDPR requirements re information sheets is provided on the ethics website here. 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 2% of a company's annual revenue, whichever is greater. For more severe breaches, the maximum fine is £16million or 4% of a company's annual revenue, whichever is greater. GDPR also applies to any student research staff are supervising. Guidance on GDPR [here](#).