



Company: CHM Alliance Pty Ltd	Issue date: 2 November 2018
Document: 40 AEC Principals for Responsible Research V2.doc	Authorised: Quality Manager
<b>CHM Alliance Pty Ltd Animal Ethics Committee Principles for Responsible research</b>	

This document has been prepared to assist in the promotion and maintenance of responsible and ethical behaviour in research in line with the *Australian Code for the Responsible Conduct of Research 2018*, the *Australian code for the care and use of animals for scientific purposes, 8<sup>th</sup> Edition 2013*, and the *Guide to Managing and Investigating Potential Breaches of the Australian Code for the Responsible Conduct of Research 2018*.

Good governance and management practices promote quality in research, enhance the reputation of the organisation and minimise the risk of harm for all involved.

Project proposal assessment checks for animal welfare, project quality, safety, confidentiality, risk management, financial management, ethical acceptability, legal compliance and collaborative agreements.

Regular monitoring of compliance with the AEC Principles for Responsible Research is conducted when assessing project proposals, conducting site visits, monitoring complaints and reviewing project completion reports.

Staff are trained and mentored as appropriate and research environments comply with workplace health and safety standards.

**Australian Code for the care and use of animals for scientific purposes: Governing Principles for all projects and personnel impacting on research activities:**

- Respect for animals must underpin all decisions and actions involving the care and use of animals for scientific purposes
- The care and use of animals for scientific purposes must be subject to ethical review
- Use animals only when justified
- Support the wellbeing of animals
- Avoid or minimise harm, including pain and distress to animals
- Apply high standards of scientific integrity
- Apply Replacement, Reduction and Refinement (the 3Rs) at all stages
- Accept responsibilities – Institutions, AECs and people involved in any aspect of the care and use of animals for scientific purposes must be aware of and accept their responsibilities and act in accordance with the Codes

**Responsibilities of Researchers**

- Participate in researcher induction training
- Respect and support welfare of animals in research
- Use animals only when justified
- Maintain high standards of responsible research
- Comply with relevant laws, regulations, disciplinary standards, ethics guidelines and company and institutional policies related to responsible research conduct
- Report research responsibly
- Respect the environment
- Report research misconduct
- Disclose any conflicts of interest
- Maintain confidentiality



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## **Responsibilities of CHM Alliance Pty Ltd and Institutions Involved in Projects**

- Establish and maintain good governance and management practices for responsible research conduct
- Identify and comply with relevant laws, regulations, guidelines and policies related to the conduct of research
- Develop and maintain the currency and ready availability of a suite of policies and procedures which ensure that institutional practices are consistent with the principles and responsibilities of the Codes
- Provide ongoing training and education that promotes and supports responsible research conduct for all researchers and those in other relevant roles
- Ensure supervisors of research trainees have the appropriate skills, qualifications and resources
- Identify and train Research Integrity Advisors who assist in the promotion and fostering of responsible research conduct and provide advice to those with concerns about potential breaches of the Codes
- Support the responsible dissemination of research findings
- Provide access to facilities for the safe and secure storage and management of research data, records and primary materials and, where possible and appropriate, allow access and reference
- Facilitate the prevention and detection of potential breaches of the Codes
- Provide mechanisms to receive concerns or complaints about potential breaches of the Codes. Investigate and resolve potential breaches of the Codes
- Ensure that the process for managing and investigating concerns or complaints about potential breaches of the Codes is timely, effective and in accord with procedural fairness
- Support the welfare of all parties involved in an investigation of a potential breach of the Codes
- Base findings of investigations on the balance of probabilities and ensure any actions are commensurate with the seriousness of the breach
- Nominated commercial in confidence projects will be highlighted to all involved from assessment of proposal to conclusion of project and confidentiality protected at all times

## **Publication and Dissemination of Research Findings**

- Promote responsible publication and dissemination of research finding while protecting confidentiality and managing intellectual property when required
- Support accurate communication of research findings as appropriate and in accordance with project proposal details
- Sight the contribution of other investigators fully and accurately
- Disclose research support accurately

## **Authorship**

Attribution of authorship is based on substantial contributions to conception and design of the project, analysis and interpretation of research data and drafting significant parts of the work or critically revising it so as to contribute to the interpretation.

## **Collaborative Research across Institutions**

- Establish written agreements for each collaboration. The agreement may take various forms, but must include an approved project proposal presented to the CHM Alliance Pty Ltd Animal Ethics Committee
- Training of researchers must be conducted to ensure that all involved are aware of and understand the agreement governing the research collaboration



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- Conflicts of interest that arise in collaborative research must be managed following established practices
- Collaborating parties must each identify a person to be involved in the management of research data, primary materials and other items to be retained at the end of the project
- Researchers must comply with multi institutional agreements and declare any conflicts of interest
- Any complaints and allegations arising from collaborative research are handled by a nominated SunPork Farms senior officer or delegate and the established complaint procedure and principles of procedural fairness are followed for CHM Alliance Pty Ltd and PIC projects

### **Research Misconduct**

- If research misconduct incidents are raised the complaint will be handled in accordance with procedures in the Codes
- Each case of identified or alleged misconduct will be investigated promptly
- Parties are to be treated fairly
- Minor matters will be investigated by the organisation
- More serious matters will be investigated by a skilled and experienced independent research review person with advice to be provided to the company senior officer and/or CEO of institution/s involved