

# **El Codi de Bones Pràctiques a la Recerca de la UAB**

José Luis Molina

Comissió d'Ètica en experimentació  
animal i humana ([CEEAH](#))

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# Code of Good Practice

## **in Research**

(Agreement of the Governing  
Council on 30 January 2013)

## **UAB DRIVING VALUES**

- Freedom
- Honesty
  - Rigor (plagiarism!)
  - Conflict of interest
- Responsibility



## Introduction

For its own activities the UAB is inspired by principles of freedom, democracy, justice, equality and solidarity. This commitment therefore involves directing the teaching, research and university activity in general towards a culture of peace, respect for human rights, social progress, respect for the environment and sustainable development and the explicit rejection of research for military ends.

# SCIENTIFIC ETHOS

- **Research integrity**  
scientific research must meet  
four conditions
  - Reliability, Honesty, and Accountability.
  - “Fabrication, Falsification, and Plagiarism” (FFP)
  - “Questionable Research Practices” (QRP) 5-10%

\*B. C. Martinson, M. S. Anderson, and  
435, no. 7043, pp. 737–738, Jun. 2001



**The European  
Code of Conduct for  
Research Integrity**  
REVISED EDITION





## Objectives and scope of this document

Good practice in research involves an intellectual attitude that translates into a working ethos. They are related in the way in which research is planned and carried out, how the results are recorded and diffused and how the knowledge derived from the research is applied and exploited.

# > Research organisation

## Leadership

Research groups must have a principal researcher who leads the group and publicly represents it. The responsibilities of that leadership include both academic and organisational aspects.

Research group leaders must promote an area of work in which members can gain experience and develop their skills and in which the exchange of ideas and knowledge is promoted as well as the achievement of common research objectives.

Leaders must also promote cooperation with other research teams to encourage the exchange of ideas and knowledge among researchers



## Tutoring and supervision of trainee research staff

The training process for young researchers is one of the responsibilities of the researcher. This process should not be limited to the learning necessary for undertaking the research task, but should include the CBPR, team working and working within the research group, the centre and the institution.

## Supervisors ...

Specifically they must:

- > Ensure that the research is carried out in safe conditions, informing the trainee researchers about the safety rules and risk prevention measures and insisting that these are complied with.
- > Stress to trainee researchers that they must follow the CBPR and should be self-critical when evaluating the safety of their own work.
- > Offer the trainee researchers all the information they need in relation to the existing legal requirements that affect research activity (see legal references).
- > Recognise the personal work of the researchers and be rigorous and fair in the authorship of publications and other forms of diffusion of the work carried out.
- > Carry out work in a way that provides an example for the trainee researchers.

# YOU!!!

- > Be fully involved in the project assigned to them for their training and take on the commitments that derive from it and achieve the objectives set out, dedicating the necessary time and resources within what is reasonable for the situation and dedication to the project.
- > Undertake to make good use of the materials and installations available.
- > Follow the advice and recommendations of the supervisors or tutors and inform them of any possible initiatives and the progress in the results.
- > Inform themselves of the safety rules and procedures and follow them and respect the CBPR.
- > Take part in scientific activities, discussion forums, seminars, etc. related to the carrying out of their own work.
- > Recognise the contributions of supervisors and tutors in their oral and written results.

## > Research planning

A research protocol should include information relevant to the project. As an example the following sections could be considered: background, specific objectives, methodology to be used and research team. The document should also include a work plan with a calendar setting out each of the planned phases of the research, which should also contain the human resources planning, assignment of tasks and the material resources anticipated. If possible it should also include an economic assessment of the costs and a budget.

Research planning should also anticipate the diffusion of results, especially in aspects such as authorship and the order in which the authors appear.

All research protocols that include the use of installations or equipment for the research that are not for exclusive use should receive prior approval from the person responsible for the institution, centre or equipment to be used.



# Research practice

## Research involving natural spaces and cultural heritage

Research activities carried out using or within natural spaces, in environmental settings or heritage sites (natural, historical, archaeological, etc) oblige researchers to take special care and always look for compatibility between their own research tasks and the maintenance, conservation and sustainable development of those spaces for future generations.

Any type of research in these areas must be carried out in accordance with the rules and prevailing legislation for each geographical area, region or country, and the local communities must always be respected. The spirit of the actions must be that marked by the directives of international organisation such as UNESCO (Convention for the protection of world cultural and natural heritage, Paris, 16 November 1972).

of the providers of the research ethics committee or without clearly knowing the objectives.





# Collection and storage of materials and data

## Data ownership

All the primary data (collection notebook, data bases, etc.) as well as material obtained during the research is the property of the centre to which the project leader belongs. Where there is a change of institution, and where necessary, the project leader may make a photocopy of all or part of the record books, a copy of the existing electronic information and a photocopy of the data collection notebooks or part of the material available to the person who is changing centre. data and the date. Any changes made must show the corrected data and identify the data of the correction and the person who made it. The record and the identification of data must demonstrate the work carried out and ensure traceability, which could be especially important for the protection of intellectual and industrial property.

## DATA MANAGEMENT PLAN ...

# RESEARCH DATA MANAGEMENT PLAN

Pla de Gestió de Dades de Recerca

This tool can help you write data management plans. The tool has been developed by Consorci de Serveis Universitaris de Catalunya based on the model created by the Digital Curation Centre.

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## Dissemination policy

The dissemination of the results is an ethical responsibility of researchers understood as being a contribution to increasing and improving human knowledge and as part of the process of balancing accounts for the use of public resources for research.

Therefore it is unethical to wait too long before disseminating the results, not disseminating them at all or exaggerating the importance of results derived from the research, or even the non-publication of negative results (in certain health-related cases).

The UAB considers open-access initiatives for knowledge to be positive (*Berlin Declaration on Open Access to Knowledge in the Sciences and Humanities*), which favour and promote models of publication that advocate free access to scientific and academic production generated by researchers. For that reason the UAB recommended the Berlin Declaration (<http://oa.mpg.de/lang/en-uk/berlin-prozess/berliner-erklarung/>) to the Governing Council on 14 March 2012. In any case open access has to meet the same criteria of honesty and rigour that rule other means of communication.



### ***Institutional credits, acknowledgements and grants***

All researchers must clearly state that they belong to the UAB in their published works. In the case of researchers attached to the UAB through other research structures (institutes, observatories, etc.) these attachments must also be clearly identified.

### ***Dissemination in the media***

Presentation of results through the media must always include an informative explanation or part of the presentation adapted to non-specialist audiences.

In this type of public presentation the authors' names must always be associated with their institutions and wherever possible subsidies and grants received should be mentioned.

It is not considered acceptable to communicate and disseminate results of research to the media before peer review has taken place, nor should excessive optimism or false expectations be raised in relation to the research.

## Authorship

For the purposes established in the legislation on intellectual and industrial property to determine authorship or co-authorship of a publication and inventor of a patent or model of use the following are required:

- > Have made a substantial contribution to the project and the creative process, i.e. to the conception and design of the project or the analysis and interpretation of the results.
- > Have contributed to the preparation of presentation, report or the results.
- > Be able to present a personal contribution to the research and discuss the main aspects of the research as a whole.

All co-authors referred to in a specific publication do not have to know the text but have to sign to accept the final written version and therefore declare that they are co-responsible for the content.

## Research projects sponsored by private companies and intellectual and industrial property

According to Article 4.b of the Statutes of the UAB, one of the aims of this university is “to participate in the creation of scientific, technical and professional knowledge through dedication to research and the subsequent transfer of the results obtained to society”. For that reason, the UAB encourages and promotes good management of the ownership of the results and has established and disseminated an intellectual and industrial property policy that allows it to be evaluated, protected, valorised and commercialised effectively. Measures must also be adopted for increasing awareness and the training of new researchers in relation to intellectual and industrial property and its exploitation.



# Evaluation, assessment and review activities

Researchers often take part in the evaluation of projects, publication, groups and individuals. In general the peer reviews are carried out by experts in the subject at the same level as those being reviewed.

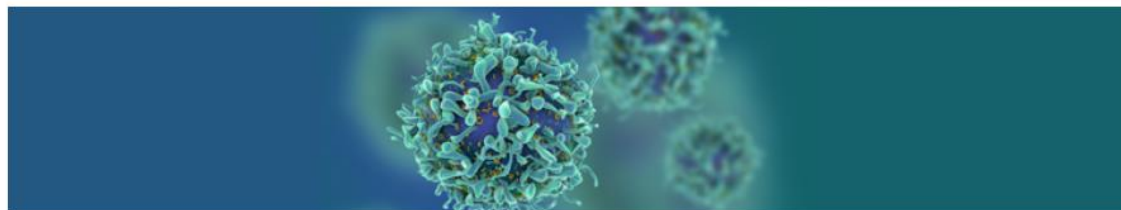
## Peer review

Peer review refers to a personal responsibility in the form of an expert or similar to carry out an evaluation, examination or criticism of a manuscript that they have been sent in the hope of publishing, an application for individual or group funding or an experimental procedure assessed by an ethics committee.



## CEEAH

Comissió d'Ètica en l'Experimentació Animal i Humana



Comissió d'Ètica en l'Experimentació Animal i Humana



### Primera jornada de protecció de dades a la UAB

El proper dia 29 de gener, a la sala d'Actes del Rectorat, la UAB organitza una jornada sobre protecció de dades amb la col·laboració de l'Autoritat Catalana de Protecció de Dades (Apdcat).  
[Llegir més](#)



### La UAB ja pot avaluar projectes d'experimentació amb animals com a Òrgan Habilitat

El Comitè Ètic d'Experimentació Animal (CEEAH) de la Universitat ha estat designat com a Òrgan Habilitat (OH) per la Generalitat de Catalunya per a l'avaluació de projectes d'experimentació amb animals, tant d'investigadors de la UAB com d'externs. El nou consell entre



La CEEAH



Experimentació animal



Recerca humana



Universitat Autònoma de Barcelona > Coneix la UAB-CEI > Òrgans de govern i de representació > [Síndic de Greuges](#)

La UAB

## Òrgans de govern i de representació

Claustre

Consell de Govern

Comissions del Consell de Govern

Convocatòries dels òrgans de govern

Acords dels òrgans de govern

Equip de Govern

Òrgans territorials

## Síndic de Greuges

El Síndic de Greuges de la Universitat Autònoma de Barcelona té la funció de rebre les queixes i observacions que se li formulin sobre el funcionament de la Universitat, de garantir el compliment de tot allò que disposen els Estatuts de la UAB, i de realitzar, amb caràcter no vinculant, davant els òrgans competents, propostes de resolució dels assumptes que li hagin estat sotmesos.

El Síndic de la Universitat exerceix les seves funcions amb independència i objectivitat. No està subjecte a cap mandat imperatiu, no rep instruccions de cap autoritat i actua amb autonomia i d'acord amb el seu propi criteri, en el marc d'allò que s'estableix en els Estatuts de la UAB.

## Sobre el Síndic



**Manuel Gerpe** és especialista en dret constitucional i ha estat professor del Departament de Ciència Política i de Dret Públic. Va prendre possessió del càrrec de Síndic de Greuges de la Universitat Autònoma de Barcelona el 2 de juny de 2017.

**Contacte:**  
Síndic de Greuges

- Be proud of be an UAB researcher ...
- Be proud of your own research ...
- ...enjoy your research!

**Gràcies!**

**ceeah@uab.cat**