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GBS Research Governance and Integrity Policy

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Related GBS policies

- GBS Learning, Teaching and Assessment Strategy

External Reference Points

1. UK Quality Code 2024: <https://www.qaa.ac.uk/docs/qaa/quality-code/uk-quality-code-for-higher-education-2024.pdf>

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- 1.1. Global Banking School (GBS) expects that all research carried by its staff, in its name, or otherwise on its behalf is undertaken in the most conscientious and responsible manner, in accord with the highest international standards. The aim is to set standards that enhance research quality, integrity and compliance, and that safeguard the public.
- 1.2. The Research Governance and Integrity Policy sets out the GBS' expectations regarding the conduct of research and outlines the responsibilities of those involved.
- 1.3. The Policy applies to all staff and students of GBS and to any others conducting or supporting research under its auspices. Such persons are hereafter referred to as the *researchers*.
- 1.4. GBS expects all researchers, and in particular those with a specific responsibility as research leaders, to observe and promote the principles set out here at all times.
- 1.5. GBS expects that all research carried out on its premises, by its staff and students, or otherwise under its auspices to comply with the UK Research Integrity Office's Code of Practice for Research ([UKRIO-Code-of-Practice-for-Research.pdf](#)). The has been designed to encourage good conduct in research and help prevent misconduct, to assist organisations and researchers to conduct research of the highest quality. It provides general principles and standards for good practice in research, applicable to both individual researchers and to organisations that carry out, fund, host or are otherwise involved in research. Researchers should familiarise themselves with the Code before making any applications for research funding or carrying out any research.

2. Obligations

- 2.1. Researchers must comply with all applicable laws and statutes relevant to the conduct of research, and to follow best practice in research in their field(s) of study.

2.2. Researchers are also required to conform to relevant guidance, directives, and codes of GBS, and of organisations hosting and/or funding the research and from professional bodies in the particular field(s) of the research. Where there may be any conflict between the requirements herein set out by GBS, and those set out by any third party, the GBS requirements shall take precedence unless otherwise agreed by the provost.

3. Research Funding

3.1. GBS recognises the need for, and expects staff to be seeking, external funding for research.

3.2. Before seeking funding from any external body, the Principal Investigator must take reasonable steps to satisfy themselves that that the conduct of that funding body and the sources of funding meet recognised international legal and ethical (and other relevant) standards. The GBS shall not accept funding from any government, organisation or individual which has the potential to bring it into disrepute. Researchers should seek advice and guidance on a potential funder from the Provost's Office before making an application for external funding.

3.3. The Principal Investigator must be satisfied that there are no conflicts of interest between the funding body and the intended research, GBS and/or the staff involved in the project, which might prejudice the outcome of that research, or otherwise negatively impact on GBS.

3.4. GBS shall not accept funding from any defence contractors or governmental sources for research aimed at the development of *offensive military capabilities*. Funding may be accepted from governmental sources of United Nations Member States or defence contracts of companies registered in such States provided it is not for the development of offensive capabilities.

4. Research Conduct

4.1. Researchers must adhere to the following general principles of research conduct:

- (i) **Honesty:** researchers should be honest in respect of their own actions and intentions when undertaking research and in their responses and intentions towards the research of others;
- (ii) **Integrity:** researchers must comply with all legal and ethical requirements relevant to their field of study;
- (iii) **Co-operation:** researchers must be as open as possible in discussing their work and exchanging ideas with other professionals and the public;
- (iv) **Accountability:** researchers must ensure that all research undertaken (a) complies with any agreements, terms and conditions relating to the project, (b) allows for proper governance and transparency, and (c) is undertaken with financial probity; and can demonstrate that this is the case;
- (v) **Training and Skills:** the lead researcher is expected to ensure that all members of the research team are properly supervised and, where necessary, that appropriate training is given to enable team members to undertake their prescribed tasks safely and with integrity;
- (vi) **Safety:** researchers must ensure that all research is carried out safely, adhering to best practice in their field. Researchers must familiarise themselves with, and, where necessary, undertake training in, appropriate health and safety procedures prior to undertaking any research;
- (vii) **Suitability:** researchers should not seek funding from, nor collaborate with, any organisations or individuals who may bring the GBS into disrepute, this includes, for example, organisations or individuals that engage in unlawful, unethical or immoral activities, or are otherwise deemed as unsuitable by GBS;

- (viii) **Data Protection:** the collection, processing, storage or recording personal data must comply with all data protection legislation;
- (ix) **Intellectual Property:** researchers should consider the potential of the IP arising from their research and take reasonable measures to protect any such IP and should inform the provost if they believe any potentially commercialisable IP has been created.
- (x) **Dissemination:** Researchers should share findings openly and promptly, as soon as they have had an opportunity to establish priority and ownership claims. Except where other constraints may take precedence (for example the need to protect IP), researchers are expected to disseminate the findings of their research through the normal accept channels for their field.
- (xi) **Acknowledgment:** all contributors to the research must be appropriately acknowledged. Anyone listed as an author on a paper must be familiar with the contents of the paper and able to identify his/her contribution to it. Principal authorship and other publication credit should accurately reflect the relative scientific or professional contribution of the individuals involved; and
- (xii) **Sensitivity:** researchers have an obligation to consider the commercial, political, religious, cultural or ethical sensitivity of their research and to take this into account at all times.

4.2. These general principles apply to the whole range of research-related activities including: experimental design; generating and analysing data; ensuring the accuracy of data; publishing results; storing research results; acknowledging the direct and indirect contribution of colleagues and collaborators; and the refereeing and editing process.

4.3. Researchers are expected also to understand and comply with the following:

- (i) Plagiarism, deception or the fabrication or falsification of results is unacceptable and will be treated as a serious disciplinary offence;

- (ii) Researchers must not engage in, nor conceal, misconduct and are expected to report cases of suspected misconduct in a responsible and professional manner.

5. Policy Amendment and Administration

5.1. This policy may be amended by GBS at any time. If there are any queries relating to policy administration, please contact the Academic Standards and Quality Office at asqo@globalbanking.ac.uk.

6. Data Protection and Confidentiality

6.1. GBS is registered with the Information Commissioner's Office as a Data Controller. Details of the School's registration are published on the [Information Commissioner's website](#). GBS as a Data Controller implements appropriate technical and organisational measures to ensure that processing of personal information is performed in accordance with the UK General Data Protection Regulations (UK GDPR) and under the Data Protection Act 2018 (DPA).

7. Alternative Format

7.1. This policy can be provided in alternative formats (including large print, audio and electronic) upon request. For further information, or to make a request, please contact the Academic Standards and Quality Office at asqo@globalbanking.ac.uk.