



Guidelines for the Research Ethics Committee at VID Specialized University

Adopted by the Rector on 9 March 2016. Revised by the Rector on 13 September 2017.

1 Area of responsibility and scope

The Research Ethics Committee is an independent and advisory body for the management at VID. The committee shall:

- Work to ensure that research at VID is conducted within the framework of ethical research
- Raise awareness of research ethics issues
- Process, make statements on or give advice on research ethics cases on the basis of reports of possible breaches of recognized research ethics norms at VID

The Research Ethics Committee is VID's Standing Committee on Scientific Misconduct, see Section 6 of the Act concerning the organization of work on ethics and integrity in research (Research Ethics Act).

Research ethics cases can be submitted to the Research Ethics Committee by the Rector, or Dean/Vice-Dean/centre head in consultation with the Rector, and shall be dealt with in accordance with the guidelines laid down by the Rector. Attempts must have been made to resolve matters through the line management/at the lowest possible level before being forwarded to the Research Ethics Committee. The Committee's statements must be in writing and contain a substantiated assessment with a conclusion.

2 Composition and appointment

The Research Ethics Committee shall consist of six members, including two external members. In the event of a tied vote, the head of the Committee has the casting vote. One member must be a legal practitioner and at least one must possess expertise in ethics. One member, who is nominated by the PhD students' representatives, shall be appointed by the Rector to represent the PhD students. The Committee members should, as a whole, have a broad-based research background, experience from research management or other research-relevant governing bodies, and represent a wide range of VID's subject areas. The Committee shall be headed by an experienced researcher with an interest in and knowledge of research ethics, who does not hold a senior management position or other office at VID. The head of the Committee may be appointed from among the internal or external members.

The Committee head also serves as an adviser to individual researchers and managers in the event of alleged breaches of good research and scientific practice. In such cases, the function of the Committee head will primarily be to help clarify and understand the nature of the case, and how it should be resolved or forwarded for processing.

The Committee receives administrative support from the research adviser.

The Committee members are appointed by the Rector for a period of three years, with the possibility of re-appointment.

3 Reporting and transparency

The Committee reports annually on its activities to the board of VID in connection with research reporting.