

UCL Code of Conduct for Research - draft

- Principles for conducting research

DRAFT

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I. Introduction

UCL is committed to the pursuit of science to change the world for the better, as set out in UCL's Mission Statement¹. Realising this vision is dependent on UCL maintaining the integrity and probity of its academic research.

The UCL Code of Conduct for Research sets out the principles those conducting research in the name of UCL must abide by to deliver the highest quality research. It also sets out specific expectations of individuals in terms of the management of research and standards of behaviour and integrity before, during and after completion of research.

The 2019 Universities UK Concordat to Support Research Integrity² and the UCL Statement on Research Integrity³ set out five fundamental principles of integrity:

- Honesty
- Rigour
- Transparency and open communication
- Care and respect
- Personal responsibility

These principles provide the frame of reference for the Code. The Code also takes into account the UCL Research Integrity Framework⁴ as well as all relevant UCL policies relating to research, including the Core Behaviours Framework⁵ – Appendix 1 and Appendix 2

This Code applies to all those conducting research at or in the name of UCL, whether funded by UCL or not. It is therefore expected that all staff (including honorary staff), students, visitors and collaborators are aware of and adhere to the principles and responsibilities contained within the Code.

II. Your responsibilities

1. Individual responsibilities

This section clarifies personal responsibilities of researchers at all levels of their career. As the level of responsibility increases, the requirements of the lower category continually apply. Though each individual involved in research will have their own specific responsibilities in terms of their tasks and level of formal accountability, the principal rule is that you as an individual are responsible for your own actions. This part is complemented with specific responsibilities set out for the research life cycle (Section 2).

1.1. Researcher - staff and student

As a researcher:

You **MUST**:

- Be honest at all stages of the research process, from applying for funding to publishing results and acknowledging the work of others.
- Be aware of and adhere to legal and ethical requirements relevant to the area of research you are working in. This includes within both the UK and relevant foreign jurisdictions where the research may be conducted.
- Ensure that the relevant approvals have been obtained for the research prior to conducting work and that you are aware of the terms and limitations of such approvals.
- Remain alert to perceived or actual conflicts of interest (financial and non-financial) that you, your research teams, or members of your family, may have and address these as appropriate, in accordance with the UCL Disclosure of Conflict and Declaration of Interest Policy⁶.
- Follow the Personal Relationships Policy⁷, Prevention of Bullying, Harassment and Sexual Misconduct Policy⁸ and Safeguarding Children and Adults at Risk Policy⁹ at all times and report any breaches of the policy that you witness.

You **SHOULD**:

- Ensure you have a good understanding of relevant UCL policies and guidelines, including this Code of Conduct, UCL's Statement on Research Integrity³, Graduate Research Degrees Code of Practice¹⁰, Research Staff Code of Practice¹¹.
- Be aware of the limitations of your study design.
- Be open and willing to discuss results and, whenever appropriate and achievable, to share data with colleagues.
- Adhere to the UCL Research Integrity Training Framework¹² by regularly reviewing your training needs and recognising your limitations.
- Be willing to assist colleagues and students.
- Be respectful in all your interactions.
- Deal with critique of your research in an open and respectful manner.
- Be aware of the types of research misconduct outlined in the UCL Procedure for investigating and resolving allegations of misconduct in academic research¹³.
- Be prepared to raise concerns about standards of research conduct, such as with your team, department or faculty, as appropriate.

- Seek guidance and advice if in doubt regarding any aspects of the Code from places such as the UCL Research Integrity Framework⁴, supervisors, tutors, principal investigators, senior colleagues, managers and Head of Research Integrity.

1.2. Supervisor of student research

As a student research supervisor:

You **MUST**:

- Ensure that appropriate risk assessments¹⁴ are completed prior to commencing research. Monitor and review at regular intervals, or in the event of change, as you are accountable for the safety of students under your supervision.

You **SHOULD**:

- Ensure that all relevant ethical, legal and UCL requirements are fulfilled.
- Help students to identify and undertake appropriate training to ensure they are able to undertake the research according to best practices.
- Ensure that appropriate behaviour standards are fulfilled.

1.3. Principal investigator

While responsibility for compliance with safety, ethics and any other legal standards lies with leaders of research groups, responsibility may be delegated to other staff, provided it is made clear and documented within the research group what is expected of each of its members. As a principal investigator:

You **MUST**:

- Ensure that appropriate risk assessments¹⁴ are completed prior to commencing research. Monitor and review at regular intervals, or in the event of change, as you are accountable for the safety of others under your supervision.
- Ensure that all relevant ethical, legal and UCL requirements relating to the work of your team are fulfilled.
- Ensure the appropriate financial management of funds in line with UCL Financial Regulations¹⁵ and UCL Post Award Policy¹⁶.

You **SHOULD**:

- Take active steps to ensure that **all researchers** involved in the work are aware of the relevant safety, ethical and legal standards and restrictions (e.g., on data sharing) relating to their work.
- Monitor research progress, as you are responsible for supervising the work of the team.
- Identify team development and training needs and ensure they have appropriate training to undertake the research according to best practices in line with the Research Development Concordat¹⁷.
- Actively raise awareness of research integrity standards.

1.4. Head of academic unit

This applies to Heads of the academic unit within the university, including faculty, departments, institutes and other academic divisions. As a Head of Academic Unit:

You **SHOULD**:

- Take steps to ensure that the research environment within your area encourages and supports a culture of research integrity^{2,3} and which is safe, welcoming and inclusive, recognising the social, moral and legal obligations to safeguard the wellbeing and safety of children and adults at risk involved in any UCL research activities^{8,9}.
- Have a good understanding of relevant UCL policies and guidelines, including this Code of Conduct, UCL's Statement on Research Integrity³, UCL Disclosure of Conflict and Declaration of Interest Policy⁶, UCL Statement of Transparency¹⁸ and others – see Appendix 2.
- Take steps to ensure that researchers within your area are aware of relevant UCL policies.
- Encourage and enable training and development required for staff and students within your area.
- Take steps to help ensure that good practice and legal obligations relating to the management of research data are followed within your department/unit.
- Consider genuine concerns raised, including any supporting evidence, and take actions to resolve them.

1.5. When undertaking collaborative work

This applies to academic and non-academic collaborations including work with third parties, such as inter-faculty, team projects and/or cross-institutional collaborations. We recognise that there might be different standards and requirements in different disciplines, institutions or countries. If there are any clashes or conflicts between the different requirements and policies, you should seek advice from the

relevant department or individual, e.g., Research Services, Data Protection Office, UCL Research Ethics Committee, etc.

As a UCL researcher, you should always build your collaborations on honesty, rigour, transparency, open communication, care and respect.

You **SHOULD**:

- Work in accordance with the policies and procedures of both UCL and the partner institution concerned.
- Ensure that the partner institution is issued with a copy of UCL's Prevention of Bullying, Harassment and Sexual Misconduct Policy⁸ and UCL's Safeguarding Policy⁹.
- Only enter collaborations that comply with the principles outlined in this Code.
- Inform all external collaborators of the research integrity standards expected by UCL, including our legal and ethical obligations.
- Follow the standards for international collaborations as set out in 'Global Code of Conduct'¹⁹.
- Before the start of the research, clarify and agree with all the collaborators:
 - The roles and responsibilities of all collaborators. You need to agree who the sponsor/s is/are and where the responsibility for the research lies, whether with UCL or elsewhere. This may need to be renegotiated over time, as appropriate.
 - The laws and regulations that will apply, e.g., data control and management, publication policy, procedures for handling conflicts, protection of the intellectual property, possible cases of misconduct, etc.
- Agree with all collaborators submissions for publication of the research results.

2. Your responsibilities throughout the research life cycle

In addition to individual responsibilities, the Code sets out specific expectations and requirements for the different stages of the life cycle of a research project. This part should be interpreted as complementary in the context of the individual responsibilities (Section 1).

2.1. Research design

You **SHOULD**:

- Ensure that the proposed research is designed to add to existing knowledge in accordance with state-of-the-art knowledge.
- Keep clear documentation for the rationale for the study and any subsequent modifications or express this clearly in study protocols.

- Follow relevant best practice and standards expected in the research field, e.g., as set out in the professional codes of conduct.
- Plan for appropriate data storage and management, in line with UCL Research Data Policy²⁰.
- Plan for documenting the research in line with FAIR Principles²¹ (Findable, Accessible, Interoperable and Re-usable) to enable appropriate reporting in line with these principles.

2.2. Research funding

The following apply whether you are using UCL funding or external funding.

You **MUST**:

- Be aware of your funder's terms and conditions and abide by them²².
- Appropriately use the research funds, in line with UCL Financial Regulations¹⁵ and UCL Post Award Policy¹⁶.

You **SHOULD**:

- Be aware of UCL's position on funding as specified in the UCL Research Funding Ethics Policy²³.
- Be aware of the codes of conduct set by the funders, e.g., Research Councils' UK Policy and Guidelines on the Governance of Good Research Conduct²⁴.
- Make sure that the information you provide to the funder is clear, honest and accurate.
- Not interfere with the integrity of the review process. When suggesting potential reviewers, do not suggest colleagues or close collaborators, who therefore might have potential conflicts of interest; do not try to identify or try to contact the reviewers.
- Report as appropriate to funders issues that arise that may have an impact upon their continued funding of the research, e.g., potential research misconduct, financial impropriety, bullying, harassment, etc.

2.3. Research ethics

All research can raise ethical considerations due to the recruitment of participants, the methodology, material studied, topic, potential impact of the research, or the use, processing and sharing of data:

You **MUST**:

- Consider and address all ethical concerns prior to the research commencing. These should be regularly reviewed during the research to ensure that new considerations are appropriately identified and managed.
- Consider and regularly review the safety and wellbeing of all those involved in the research, participants and researchers alike.
- Ensure that ethical approval (if necessary) is obtained prior to the commencement of any research, particularly if working with living human participants/data or animals. This includes all relevant approvals within the UK as well as other jurisdictions. For specific guidelines and requirements, see the UCL Ethics Policy²⁵ and UCL Biological Services²⁶.

2.4. Risk and Health and Safety

Please consider relevant risks to any members of the research team as well as any participants.

You **MUST**:

- Assess all relevant risks, complete risk assessments¹⁴ and put appropriate safety measures in place before research commences. Monitor and review at regular intervals, or in the event of change. This is particularly important for lone working and overseas research.
- Adhere to relevant local health and safety protocols in line with UCL's Health and Safety Policy²⁷.
- Complete the Study Leave form²⁸ and fulfil its requirements, if you are a student conducting research away from UCL for more than four weeks.

You **SHOULD**:

- Follow any relevant UK government foreign travel advice²⁹, if doing overseas research.

2.5. Data management and retention

You **MUST**:

- Be aware of data privacy requirements. Retain, secure, transfer (if applicable) research data in accordance with GDPR and Data Protection Act 2018³⁰, UCL Data Protection Policy^{31,32}, UCL Records Retention Schedule³³, funder requirements, ethical approval and regulatory requirements, including any relevant overseas legislation, as appropriate.

- Delete or destroy any research data if their agreed period of retention has expired and in accordance with all legal, ethical, research funder organisational and regulatory requirements.

You **SHOULD**:

- Periodically check stored data to ensure that it remains accessible should it be necessary to consult these data.

2.6. Other approvals and permissions

You **MUST**:

- Consider if your research falls under the Dual-Use regulation³⁴ or has potential to be misused by others and how such issues could be managed.
- Ensure that any other relevant permissions and procedures are secured before the work commences, e.g., Access and Benefit Sharing, including Nagoya Protocol regulations³⁵; undertaking research into sensitive or security-related research; export/import licences.

2.7. Managing your research project

You **SHOULD**:

- Conduct, analyse and record research carefully and honestly in accordance with agreed protocols and approvals, seeking amendments to approvals where necessary.
- Follow agreed procedures and processes for the collection, storage, use, re-use, access and retention of the research data associated with the project.
- Ensure that all your methods and analysis are robust, including conducting statistical analyses and where appropriate, replication studies.
- Monitor the progress and, if necessary, revise the design and/or methodology, as appropriate.
- Keep a detailed record of work, e.g., in securely backed-up files, notebooks or electronic lab books. In general, this should include appropriate details on process, methods and results, written out and dated as the research progresses.
- Handle any research sources with care and respect, and in accordance with legal and ethical requirements, e.g., human, animal, cultural, biological, environmental or physical.
- Consider the safety and wellbeing of collaborators and others connected with the research.
- Report any concerns that arise from the research to the relevant person, as appropriate, depending on the issues, to ensure that they are addressed and managed.

2.8. Authorship

Authorship can be a sensitive issue. Please consider differences in definitions and expectations between disciplines, as well as venue (journal, conference, etc.) specific requirements and guidelines. Please note that all of the authors are jointly responsible for the content.

You **SHOULD**:

- Be satisfied that the research reported has been carried out properly and ethically.
- Agree the criteria for inclusion on the authorship list, the order of the authors and responsibility for the publication. For clarity of all parties, this should be agreed early on between all the contributors and may need to be renegotiated over time.
- Include individuals as authors only if they have made the relevant contribution to the particular piece of research; this may include students, technical staff, collaborators and others.
- Be able to identify individual contributions of all authors; these should be listed and recorded for future reference. For example, see CRediT³⁶, a high-level taxonomy, including 14 roles that represent different types of contributions to research, but other discipline specific contribution taxonomies may apply. For large collaborations, specific agreements and governance around authorship and individual contributions need to be put in place and the records kept for future reference.
- List the work of all contributors who do not meet the criteria for authorship in an acknowledgements section, as appropriate.
- Clearly acknowledge all funders and sponsors of research.

2.9. Publication and reporting of results

You **MUST**:

- Adhere to any legal requirements (e.g., GDPR and Data Protection Act 2018³⁰, Dual-use regulation³⁴, Access and Benefit Sharing, including the Nagoya Protocol³⁵) or obligations agreed with collaborators, funding bodies or third parties before you disclose any material.
- Disclose potential conflicts of interests, in accordance with the Disclosure of Conflict and Declaration of Interest Policy⁶.
- Publish and communicate research results honestly and openly, as per UCL Open Access Policy³⁷, respecting any ethical, legal, funder or other contractual obligations.
- Clearly acknowledge all sources used in your research and seek permission from any individuals/copyright holders if you use others' work in the publication, including but not limited to text, images, figures and tables.

You **SHOULD**:

- Disseminate your findings through appropriate media - such as journals, books, chapters, articles, conference proceedings, reviews, software, databases, and creative arts.
- Report all relevant results, regardless of whether they support the hypothesis.
- Be clear about the status of the research, e.g., in progress, finalised, post-peer review, when discussing research findings in the public arena.
- Address and consider raising with the institution any inappropriate external or internal attempts to influence the research, its interpretation or dissemination.
- Consider whether you want to protect your work via a patent before you disclose any material - see section 2.10.
- Describe materials and methods in sufficient detail that others can replicate them.
- Be clear as to the limitations of the results and do not overstate their potential significance.
- Ensure that results are not misrepresented in the preparation of artwork.
- Report all results with due care and respect for the confidentiality of participants/data.
- Deposit raw data in publicly available repositories, if appropriate and achievable.
- Report results in line with disciplinary standards and, where applicable the FAIR Principles²¹ (Findable, Accessible, Interoperable and Re-usable), e.g., see minimum reporting guidelines for health research hosted by the EQUATOR Network³⁸.
- Clearly reference reuse of text from your own previous citable publications; this is often called text-recycling (also referred to as self-plagiarism).
- Not submit substantially overlapping research reports to more than one journal at the same time without disclosing and appropriately acknowledging any previous publications.
- Not interfere with the peer review process: when suggesting potential reviewers, do not suggest colleagues or close collaborators, who therefore might have a potential conflict of interests; do not try to identify or to contact the peer reviewers.
- Correct the academic record as soon as possible, if an error is later found in previously published research.

2.10. Intellectual Property

You **SHOULD**:

- Be aware of the provisions for ownership and use of intellectual property in contracts or agreements relating to their research, and the provisions of the UCL Intellectual Property Policy³⁹.
- Assert personal copyright over material submitted for publication. Copyright advice is available on the UCL Library Services website⁴⁰.

3. Your responsibilities when reviewing, evaluating and editing

As a researcher, you should be aware of the importance of peer review as part of good practice and participate in refereeing, reviewing and evaluating of applications for publication, funding or promotion. When taking on roles of peer reviewers or editors for research and academic or scholarly publications:

You **SHOULD**:

- Respect the rights of authors and applicants (including respecting the originality of ideas, data and interpretations presented) and the designated confidentiality of the peer review process.
- Carry out peer review honestly and respectfully, to the highest standards of rigour and objectivity.
- Be open and honest about declaring potential conflicting interests when invited to review applications for publication, funding, or promotion, and withdraw or decline involvements if appropriate.
- Avoid participating in peer review of submissions outside of your area of expertise. Recognising that this can be a complex matter, in borderline cases, you should state your expertise and the aspects of a submission you are able to comment on.
- Do not seek to increase yours or others' citations via peer review for no apparent reason.
- Bring to the attention of an appropriate body (e.g., editor, committee, organisation representative) if you have ethical or other concerns about research design or its conduct.
- Conduct appropriate due diligence before joining journal editorial boards or conferences

III. Our Institutional commitments

UCL is committed to promoting and supporting a culture of research integrity to ensure research is conducted in accordance with all legal, ethical and safety criteria, and to protect academic freedom. In particular, UCL has in place:

- A UCL Research Governance Committee⁴¹, which is charged with developing research governance policies and monitoring the operation of research ethics committees.
- The Research Integrity Framework⁴, which outlines policy and good practice in research at UCL, including the UCL Statement on Research Integrity³.
- UCL Disclosure of Conflict and Declaration of Interest Policy⁶ and UCL Statement on Transparency¹⁸.
- A procedure for investigating and resolving allegations of research misconduct¹³.

- Guidelines setting out responsibilities and procedures for the storage, sharing and disposal of data and samples - to ensure reproducibility, traceability and accountability^{20, 33}.
- A full range of insurance policies⁴², which protect UCL's assets and liabilities and extend to personal liabilities of staff and students undertaking authorised academic research on behalf of UCL.
- Health and Safety Policy²⁷ to provide guidance on safety issues.
- Support and training for researchers at all stages of their career to ensure that they are aware of the research policies and guidelines.
- Learning and leadership development programmes to support researchers at all stages of their career¹¹.
- Open and transparent processes for hiring and promoting of researchers.

UCL will continue to review the above as appropriate to strengthen the support offered to our researchers.

IV. Definitions

- *'Conflict of Interest'*
A conflict can occur when the duties owed to a party by staff or students compete with their personal interests, personal relationships or duties to others. Conflicts of interest may be financial or non-financial or both. See also the UCL Disclosure of Conflict and Declaration of Interest Policy⁶.
- *'Data'*
As set out by UCL Research Data Policy²⁰: 'Data are facts, observations or experiences on which an argument or theory is constructed or tested. Data may be numerical, descriptive, aural or visual. Data may be raw, abstracted or analysed, experimental or observational. Data include but are not limited to: laboratory notebooks; field notebooks; primary research data (including research data in hardcopy or in computer readable form); questionnaires; audiotapes; videotapes; models; photographs; films; test responses. Research collections may include slides; artefacts; specimens; samples'.
- *'Funder'*
Source of money for a particular research project.
- *'Head of academic unit'*
Head of the academic unit within the university, including faculty, departments, institutes and other academic divisions.
- *'Institution'*
University College London.
- *'Principal investigator'*
Leader of the project, usually the main holder of the research funding. Only staff members can be principal investigators.
- *'Research'*
ESRC's Framework for Research Ethics 2015 defines research as 'any form of disciplined inquiry that aims to contribute to a body of knowledge or theory'.

- *'Researcher'*
Any person involved in research, including UCL students or staff, honorary staff, affiliate academics and visiting researchers.
- *'Sponsor'*
Sponsor is the organization who takes responsibility for the initiation, management and financing of the study or project. This is not the same as a funder. If you are a staff member or a student member your sponsor will normally be UCL. Research can have more than one sponsor and, in such cases, it must be clear what responsibilities are being taken on by each sponsor.
- *'Student'*
Any person enrolled to study with the university, including undergraduate, postgraduate taught and postgraduate research programmes.
- *'Supervisor'*
For the purpose of this Code, supervisor is defined as any staff member who is responsible for agreeing and having oversight of a student research project.

V. Compliance with the code

Where **'MUST'** is used, this indicates a mandatory requirement. Mandatory requirements in the Code stem from UCL Policies or UK legislation (as set out in Appendix 2).

Failure to comply with the mandatory elements of the Code of Conduct may result in an investigation under the UCL Procedure for investigating and resolving allegations of research misconduct¹³ and/or the Disciplinary Procedure⁴³ (for staff) or the Student Academic Misconduct Procedure⁴⁴ (for students). Any legal breaches may result in legal proceedings. In addition, any investigations or breaches may need to be reported to the funder as per their requirements⁴⁵.

Where **'SHOULD'** is used, this indicates best practice. These, while not mandatory, are no less important; they set out general expectations of how to conduct quality research while maintaining research integrity. Failure to meet these standards may be raised by line managers or supervisors and escalated if necessary and proportionate.

VI. Version control

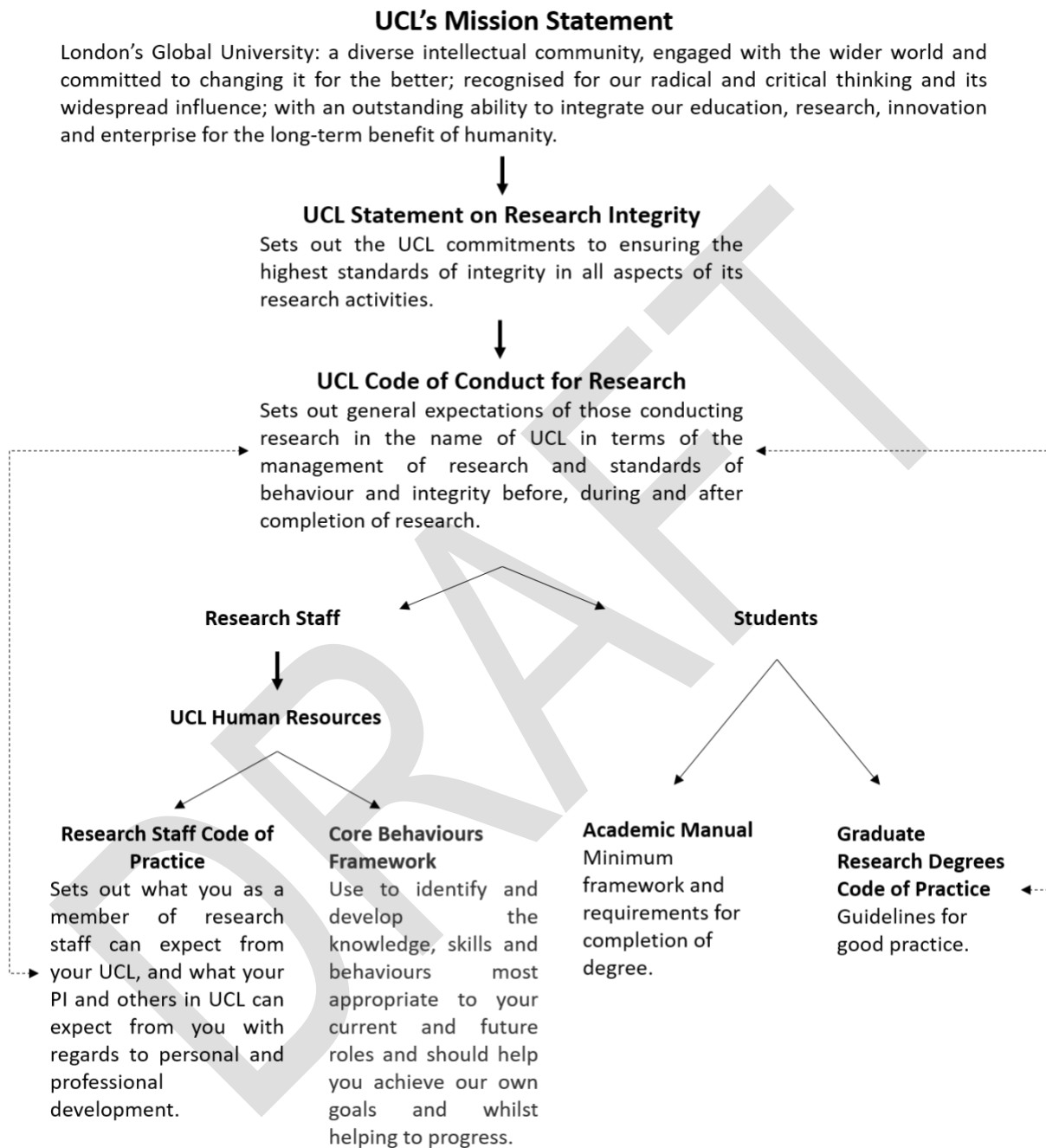
This updated Code of Conduct was approved by the Research Governance Committee on [.....] and published on [.....] and replaces all other previous versions of the Code.

The Code will be reviewed in the light of experience and in accordance with best research integrity practices. All future revisions will be dated and any changes clearly defined. Staff and students should feel free to submit comments and suggested amendments. Any suggestions received will be considered during future revisions of the Code.

VII. Acknowledgments

- Australian Code for the Responsible Conduct of Research <https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018>
- Netherlands Code of Conduct for Research Integrity <https://www.nwo.nl/en/netherlands-code-conduct-research-integrity>
- RCUK Policy and Guidelines on Governance of Good Research Conduct <https://www.ukri.org/files/legacy/reviews/grc/rcuk-grp-policy-and-guidelines-updated-apr-17-2017/pdf/>
- The European Code of Conduct for Research Integrity https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/european-code-of-conduct-for-research-integrity_horizon_en.pdf
- UKRIO Code of Practice for Research: Promoting good practice and preventing misconduct <http://ukrio.org/wp-content/uploads/UKRIO-Code-of-Practice-for-Research.pdf>
- University of Leicester Research Code of Conduct version 2016 <https://www2.le.ac.uk/staff/policy/codes-of-practice-and-policy>

Appendix 1: Roadmap of codes and requirements for research staff and students



Appendix 2: Associated policies and procedures

This Code of Conduct should be read in conjunction with the following UCL policies and procedures:

1. UCL's Mission Statement <https://www.ucl.ac.uk/2034/mission>
2. The 2019 Universities UK Concordat to Support Research Integrity <https://www.universitiesuk.ac.uk/policy-and-analysis/reports/Pages/the-concordat-for-research-integrity.aspx>
3. UCL Statement on Research Integrity <https://www.ucl.ac.uk/research/integrity/ucl-statement-research-integrity>
4. UCL Research Integrity Framework <https://www.ucl.ac.uk/research/integrity/>
5. Core Behaviours Framework <https://www.ucl.ac.uk/human-resources/policies-advice/core-behaviours-framework>
6. UCL Disclosure of Conflict and Declaration of Interest Policy <https://www.ucl.ac.uk/enterprise/about/governance-and-policies/ucl-disclosure-conflict-and-declaration-interest-policy>
7. Personal Relationships Policy <https://www.ucl.ac.uk/human-resources/personal-relationships-policy>
8. Prevention of Bullying, Harassment and Sexual Misconduct Policy <https://www.ucl.ac.uk/equality-diversity-inclusion/dignity-ucl/prevention-bullying-harassment-and-sexual-misconduct-policy>
9. Safeguarding Children and Adults at Risk Policy and Procedure <https://www.ucl.ac.uk/human-resources/safeguarding-children-and-adults-risk-policy-and-procedure-staff-and-students>
10. Graduate Research Degrees Code of Practice <https://www.grad.ucl.ac.uk/codes/Graduate-Research-Degrees-Code-of-Practice-2021.pdf>
11. Research staff Code of Practice https://www.ucl.ac.uk/human-resources/sites/human-resources/files/code_of_practice_for_research_staff.pdf
12. UCL Research Integrity Training Framework <https://www.ucl.ac.uk/research/integrity/research-integrity-training-framework>
13. Procedure for investigating and resolving allegations of misconduct in academic research <https://www.ucl.ac.uk/srs/sites/srs/files/research-misconduct-procedure-jan-2017.pdf>
14. UCL Safety Services, Risk Assessment <https://www.ucl.ac.uk/safety-services/policies/2020/aug/risk-assessment>
15. UCL Financial Regulations <https://www.ucl.ac.uk/finance/policies-corporate-info/financial-regulations>
16. UCL Post Award Policy <https://www.ucl.ac.uk/research-services/news/2019/sep/post-award-management-externally-funded-sponsored-research>
17. Research Development Concordat <https://www.ucl.ac.uk/human-resources/learning-development/learning-and-development-portfolio/researcher-development/support-researchers-0>

18. UCL Statement on Transparency <https://www.ucl.ac.uk/research/strategy-and-policy/research-transparency>
19. Global Code of Conduct <http://www.globalcodeofconduct.org/wp-content/uploads/2018/05/Global-Code-of-Conduct-Brochure.pdf>
20. UCL Research Data Policy <https://www.ucl.ac.uk/isd/sites/isd/files/migrated-files/uclresearchdatapolicy.pdf>
21. The FAIR Guiding Principles for scientific data management and stewardship <https://www.nature.com/articles/sdata201618>
22. Funder Golden Rules (Post Award) <https://www.ucl.ac.uk/research-services/generic-information/funder-golden-rules-post-award>
23. UCL Research Funding Ethics Policy <https://www.ucl.ac.uk/research/integrity/ucl-research-funding-ethics-policy>
24. Research Councils' UK Policy and Guidelines on the Governance of Good Research Conduct <https://www.ukri.org/wp-content/uploads/2020/10/UKRI-020920-RCUKPolicyGuidelinesGovernanceOfGoodResearchConduct.pdf>
25. UCL Ethics Policy <https://ethics.grad.ucl.ac.uk/index.php>
26. UCL Biological Services <https://www.ucl.ac.uk/animal-research/>
27. UCL Health and Safety Policy <https://www.ucl.ac.uk/safety-services/policies/2020/feb/health-and-safety-policy>
28. Study leave <https://www.ucl.ac.uk/students/status/research-students/studying-away>
29. Foreign travel advice <https://www.gov.uk/foreign-travel-advice>
30. General Data Protection Regulation and Data Protection Act 2018 <http://www.legislation.gov.uk/ukpga/2018/12/contents/enacted>
31. UCL Data Protection Policy <https://www.ucl.ac.uk/information-security/sites/information-security/files/data-protection.pdf>
32. UCLC Privacy Policy <https://www.ucl.ac.uk/consultants/sites/consultants/files/privacy.pdf>
33. UCL Records Retention Schedule <https://www.ucl.ac.uk/library/sites/library/files/retention-schedule.pdf>
34. Controls of dual-use goods <https://www.gov.uk/guidance/controls-on-dual-use-goods>
35. The Nagoya Protocol <https://www.ucl.ac.uk/research/integrity/nagoya-protocol>
36. CRediT <https://www.casrai.org/credit.html>
37. UCL Open Access Policy <https://www.ucl.ac.uk/library/open-access/notices-and-policies>
38. EQUATOR Network <http://www.equator-network.org/>
39. UCL Intellectual Property policy <https://www.ucl.ac.uk/enterprise/about/governance-and-policies/ucl-intellectual-property-ip-policy>
40. Information on copyright <https://www.ucl.ac.uk/library/ucl-copyright-advice>
41. UCL Research Governance Committee <https://www.ucl.ac.uk/srs/governance-and-committees/committees/research-governance-committee>
42. UCL Insurance policies <https://www.ucl.ac.uk/finance/node/763>

43. UCL Disciplinary Policy <https://www.ucl.ac.uk/human-resources/sites/human-resources/files/disciplinary-policy.pdf>
44. Student Academic Misconduct Procedure <https://www.ucl.ac.uk/academic-manual/chapters/chapter-6-student-casework-framework/section-9-student-academic-misconduct-procedure>
45. Third Party Notification Group <https://www.ucl.ac.uk/research-services/managing-funding/third-party-notification-group>

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