



Research Ethics Guidelines for the European Graduate School

Research ethics guidelines are essential to ensure that research conducted at the European Graduate School ("the EGS") adheres to the highest ethical standards and respects the rights and well-being of participants and the broader community. The following is a set of research ethics guidelines that the EGS has adopted:

1. Ethical Review Process

- a. All research projects involving human subjects and/or sensitive data must undergo ethical review and approval by the EGS Executive Committee or Ethics Committee before the research can commence.
- b. The research team must submit a detailed research protocol, consent forms, data handling procedures, and any other relevant documents for evaluation.
- c. This process may or may not include a formal Institutional Review Board ("IRB") proposal, depending on the guidance provided by the EGS Executive Committee or Ethics Committee.

2. Informed Consent

- a. Researchers must obtain informed consent from all participants before their participation in the study.
- b. Participants should be provided with clear and understandable information about the research purpose, procedures, potential risks, benefits, confidentiality, and their right to withdraw at any time.
- c. Informed consent must be documented in writing, and a copy should be given to the participant and held on file with the EGS Executive Committee or Ethics Committee.

3. Confidentiality and Anonymity

- a. Researchers must ensure the confidentiality and anonymity of research participants, especially when dealing with sensitive data or personally identifiable information.
- b. All data should be stored securely, and access should be limited to authorized personnel only.

4. Privacy and Data Protection

- a. Researchers must comply with all relevant data protection laws and regulations, both nationally and internationally.
- b. Data should be collected, processed, and stored in a manner that protects the participants' privacy and ensures data security.
- c. The Privacy Policy further outlines scope, function, expectations, and consequences.



5. *Avoidance of Harm*

- a. Researchers should take all necessary precautions to minimize the risk of physical, psychological, social, or economic harm to participants.
- b. If the research involves any potential risks, researchers must disclose them in the informed consent process and implement appropriate safeguards.

6. *Integrity and Honesty*

- a. Researchers must conduct their research with integrity and honesty, accurately reporting the findings and avoiding any data fabrication or falsification.
- b. Any conflicts of interest that could potentially influence the research outcome should be disclosed.
- c. The Academic Integrity Policy further outlines scope, function, expectations, and consequences.

7. *Publication and Authorship*

- a. Research findings should be published and/or made available in a transparent and objective manner, without violating any confidentiality agreements.
- b. Authorship should be based on significant contributions to the research, and all contributors should be appropriately credited.

8. *Collaborative Research*

In cases of collaborative research with external organizations or international partners, researchers must ensure that all parties adhere to the same ethical standards.

9. *Continuous Monitoring*

The EGS should conduct periodic reviews of ongoing research projects to ensure continued compliance with ethical guidelines and regulations.

10. *Reporting Misconduct:*

- a. Researchers should report any ethical misconduct they encounter during the research process.
- b. The EGS should have a mechanism in place to handle and investigate any reports of misconduct promptly and fairly.
- c. The Ethics Code and Code of Conduct Policy further outlines scope, function, expectations, and consequences

11. *Training and Education:*

The EGS should provide researchers with appropriate training and education in research ethics and responsible conduct of research.



12. Policy Updates, Amendments, and Modifications

- a. It is important to note that these guidelines are general, and specific considerations may vary depending on the nature of the research conducted at the EGS.
- b. This policy is subject to change at the discretion of the EGS.
- c. This policy will be reviewed periodically and updated as necessary to reflect changes in EGS policies and procedures.
- d. Any changes to the policy will be communicated to students through the EGS websites and other means of official communication.