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Purpose of the Code:

“to guide institutions and researchers in responsible research practices”

“compliance with this Code is a prerequisite for the receipt of National Health and Medical Research Council and Australian Research Council funding”

Code Contents:

1. **Principles of Responsible Research**
2. **Management of Research Data and Primary Materials**
3. **Supervision of Research Trainees**
4. **Publication and Dissemination of Findings**
5. **Authorship**
6. **Peer Review**
7. **Conflicts of Interest**
8. **Collaborative Research across Institutions**

Part B – Breaches of Code and Research Misconduct

Management of Research data and Primary Materials: Institutes Responsibilities

- **Requires the Monash to have policies that address:**
  - Retention of primary materials and data beyond project completion
  - Storage of primary materials and data
  - Ownership of research primary materials and data

Material and Data Retention:

- **Recommendation that materials and data be kept:**
  - 12 months after submission for assessment
  - 5 years after completion of research project or publication
  - 15 years for clinical trials
  - Permanently for patient records
  - Permanently for material or data with community or heritage value.
- **Policy should also cover disposal of material and data after retention period**

Storage of Material and Data:

- **University must provide facilities for the safe and secure storage of materials and data**
- **Research materials and data must be stored in such secure storage**
- **Where possible storage should be within the researchers department or central repository**
- **Policy must address situations of researchers moving between institutions**
- **Agreements on storage of material and data should be established at the onset of collaborations**

Ownership of Materials and Data:

- **Policy on ownership of materials and data during and after completion of projects**
- **Should reflect funding arrangements**
- **Ideally at the institute that hosted the project**
- **Collaboration agreements should address ownership of material and data**

Security and Confidentiality

- **Researchers are made aware of confidentiality agreements and restrictions on use of materials and data**
- **Computer systems are secure**
- **Those holding electronic information understand their responsibilities for security and access.**

Management of Research data and Primary Materials: Researchers Responsibilities

- **Retain research data and primary materials**
  - For sufficient time to allow reference to them by other researchers
  - Make available for use by others unless prevented by ethical, privacy or confidentiality matters
  - Maintained for minimal period set out in retention policy
  - If results are challenged must be retained until resolved
  - Must follow storage and disposal policy

Management of Research data and Primary Materials: Researchers Responsibilities

- **Manage storage of data and primary materials**
  - Keep clear accurate records of methods, data sources including approvals granted
  - Use safe and secure storage provided
  - Provide same level of care to primary materials as to analysed data
  - Retain data, including electronic, in durable, indexed and retrievable form
  - Maintain catalogue in an accessible form
  - Manage in accordance to ethical protocols and relevant legislation

Management of Research data and Primary Materials: Researchers Responsibilities

- **Maintain confidentiality of research data and primary materials**
  - All involved in research should have an awareness of privacy issues and confidentiality agreements with those providing material/information

Summary

- **NHMRC and ARC are highlighting the importance of data management**
- **Collaborative Research is now very common and needs to be formalised**
- **Research and commercialisation is very competitive and requires good data management practises**
- **Technology vs Traditional**