

## **Annex A: Useful External and School Resources**

### **1. External Resources**

**Department of Health Research Governance Framework for Health and Social Care (RGF).** The Framework applies to any research, whether funded or unfunded, that relates to the responsibilities of the Secretary of State for Health. See: <https://www.gov.uk/government/publications/research-governance-framework-for-health-and-social-care-second-edition>

**ESRC Framework for Research Ethics.** The ESRC requires that the research it supports is designed and conducted in such a way that it meets certain ethical principles; that it is subject to proper professional and institutional oversight in terms of research governance.  
<http://www.esrc.ac.uk/files/funding/guidance-for-applicants/esrc-framework-for-research-ethics-2015/>

**ESRC Postgraduate Training Guidelines.** Available through the ESRC's Training and Development Board. Training guidance may be available for a student's own subject area and visiting the websites of the relevant associations and learned societies is encouraged.  
<http://www.esrc.ac.uk/files/skills-and-careers/studentships/postgraduate-training-and-development-guidelines-2015/>

**European Commission: How to complete your ethics Self-Assessment**  
[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/ethics/h2020\\_hi\\_ethics-self-assess\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf)

**European Science Foundation European Code of Conduct for Research Integrity.** The code addresses the proper conduct and principled practice of systematic research in the natural and social sciences and the humanities in Europe.  
<http://www.esf.org/media-centre/ext-single-news/article/the-european-code-of-conduct-for-research-integrity-endorsed-by-european-science-foundations-gove.html>

Information Commissioner's Office produces a code of practice for **Anonymisation: managing data protection risk**. This includes methods for anonymising data.  
[http://ico.org.uk/for-organisations/data\\_protection/topic\\_guides/anonymisation](http://ico.org.uk/for-organisations/data_protection/topic_guides/anonymisation)

Nuffield Council on Bioethics: The ethics of **research involving animals**. See:  
<http://nuffieldbioethics.org/project/animal-research/>

**RCUK Policy and Guidelines on the Governance of Good Research Conduct.** The policy aims to help researchers and research organisations to manage their research, and provides guidance of the reporting and investigation of unacceptable research misconduct.  
<http://www.rcuk.ac.uk/Publications/researchers/grc/>

**The Research Ethics Guidebook.** An online guide for social science researchers  
<http://www.ethicsguidebook.ac.uk/>

**UKRIO Code of Practice for Research: Promoting good practice and preventing misconduct.** An essential reference tool to support researchers in the conduct of their research.  
<http://www.ukrio.org/what-we-do/code-of-practice-for-research/>

**Disclosure and Barring Service criminal record checking** guidance. See:  
<https://www.gov.uk/government/collections/dbs-checking-service-guidance--2>

**Universities UK Concordat to support research integrity.** The Concordat sets out five commitments that will provide assurances to government, the wider public and the international community that research in the UK continues to be underpinned by sound standards of rigour and integrity.  
<http://www.universitiesuk.ac.uk/highereducation/Pages/Theconcordattosupportresearchintegrity.aspx>

## 2. Relevant Statutes

The Research Ethics Policy has been drawn up with due regard to relevant statutes, including:

**The Data Protection Act (1998)** <http://www.legislation.gov.uk/ukpga/1998/29/contents>

For the School's guidance on handling the Data Protection aspects of research data, see <http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/datProRes.pdf>

Further advice specifically written for researchers is available from JISC Legal, see: <http://jiscleg.al/DPRResearchQandA>.

The Information Commissioner's Office has a code of practice on writing privacy notices (data collection notices), which is available here:

[http://ico.org.uk/for\\_organisations/data\\_protection/topic\\_guides/~media/documents/library/Data\\_Protection/Detailed\\_specialist\\_guides/PRIVACY\\_NOTICES\\_COP\\_FINAL.ashx](http://ico.org.uk/for_organisations/data_protection/topic_guides/~media/documents/library/Data_Protection/Detailed_specialist_guides/PRIVACY_NOTICES_COP_FINAL.ashx)

If you are engaged in social research with or for a commercial client, you will find this guide helpful: <http://the-sra.org.uk/wp-content/uploads/MRS-SRA-DP-Guidelines-updated-April-2013.pdf>.

**The Mental Capacity Act (2005)** <http://www.legislation.gov.uk/ukpga/2005/9/contents>

## 3. LSE Resources

The Research Ethics Policy should be read in conjunction with other School regulations, policies and procedures, including:

**Code of Research Conduct (incorporating research misconduct policy and procedures)**

<http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/codResCon.pdf>

**Data Storage and Management:** For details of the School's Records Management Policy see:

<http://www2.lse.ac.uk/intranet/LSEServices/legalAndCompliance/recordsManagement/Home.aspx>

For information on research data management see the Library guidance at:

<http://www.lse.ac.uk/library/usingTheLibrary/academicSupport/ManagingResearchData.aspx>

**Ethics Code:** The LSE Ethics Code is a set of six core principles, including Responsibility and Accountability and Integrity (including declaring conflicts of interest). See:

<http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/ethCod.pdf>

**Freedom of Information (Fol) obligations.** The LSE is obliged to meet the requirements of the Fol Act 2000. The School should maintain a list of the information it makes available as a matter of routine. Any person making a request for information is entitled to be informed in writing whether the School holds the information specified in the request, and if that is the case, to have that information communicated to them.

<http://www2.lse.ac.uk/intranet/LSEServices/legalAndCompliance/FOI/Home.aspx>

**Information Security Policy.** The LSE Information Security policy can be found at:

<http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/infSecPol.pdf>

**Informed consent:** The School's guidance on informed consent is currently under review. The UK Data Archive provides detailed guidance concerning informed consent, see: <http://www.data-archive.ac.uk/create-manage/consent-ethics/consent>

**Procedures for the Ethical Screening of Grants and Donations.**

<http://www.lse.ac.uk/intranet/LSEServices/policies/pdfs/school/proEthScr.pdf>