

GOOD RESEARCH PRACTICE POLICY & GUIDANCE

POLICY AND PROCEDURES

Responsibility of	RIC
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Definitions used:	
ASSET	Assets can include facilities, resources and services used by the research community to conduct research and promote innovation. Research assets can also include knowhow, datasets, meta data related to these, copyright, patents and trademarks.
AWERB	Animal Welfare and Ethical Review Body
CRERB	Clinical Research Ethical Review Board
IP	Intellectual Property
Principal Investigator/ Chief Investigator	The lead researchers for a research project, responsible for its overall conduct.
Researchers	All staff involved in the production of research at the RVC, including honorary staff, academic visitors and students.
RIO	Research and Innovation Office
RIC	Research and Innovation Committee
RVC or 'University'	The Royal Veterinary College
SSRERB	Social Science Research Ethical Review Board
TRUSTED RESEARCH	Trusted research' is a research and innovation sector term for protecting the UK's intellectual property, sensitive research, people and infrastructure from potential theft, manipulation and exploitation, including as a result of interference by hostile actors.
VPRI	Vice Principal for Research and Innovation

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1. PURPOSE AND SCOPE

1.1 This policy was developed to provide a framework for the conduct of research at the Royal Veterinary College (RVC), which should be safe, ethical, respectful and of the highest integrity. This policy reflects and engages with policies and codes of practice as expected by UKRI and other national and international research funders.

This policy applies to all staff involved in the production of research, including honorary staff, academic visitors, and students at RVC.

RVC expects that all external partners or collaborators would be made aware of this policy, and it is the responsibility of the principal, or Lead/Chief, Investigator of any collaborative research project to share links to this and other related policies.

Following sector-recognised guidelines (REF2021)¹, 'Research' is defined here as follows: *"Research and experimental development (R&D) comprise creative and systematic work undertaken in order to increase the stock of knowledge – including knowledge of humankind, culture and society – and to devise new applications of available knowledge. It includes work of direct relevance to the needs of commerce, industry, culture, society, and to the public and voluntary sectors; scholarship [defined as the creation, development and maintenance of the intellectual infrastructure of subjects and disciplines, in forms such as dictionaries, scholarly editions, catalogues and contributions to major research databases]; the invention and generation of ideas, images, performances, artefacts including design, where these lead to new or substantially improved insights; and the use of existing knowledge in experimental development to produce new or substantially improved materials, devices, products and processes, including design and construction. It excludes routine testing and routine analysis of materials, components, and processes such as for the maintenance of national standards, as distinct from the development of new analytical techniques. It also excludes the development of teaching materials that do not embody original research"*.

1.2 This policy is embedded in a broad governance framework, and the conduct of excellent research at the RVC is underpinned by various related policies including, but not limited to:

- Bribery and Fraud
- Conflict of Interest
- Code of Practice for Graduate Students²
- Data Management
- Dignity at Work
- Due Diligence and Relationships
- Financial regulations
- Freedom of Information
- GDPR
- Human participants in research
- Open access
- Overseas travel
- Public interest disclosure: code of practice
- Research integrity and ethics
- Sponsorship and Corporate Relations Policy
- Whistleblowing

(Specific links to policies throughout, and HR specific RVC Policies A-Z here ³)

2. PRINCIPLES

2.1 Professionalism and Respect are key values underpinning all activities at RVC⁴, and support the framework of excellent research that we strive to achieve. Good Research Practice at the RVC embraces these five values:

Professionalism- Conducting all research in line with current legal guidelines, contractual obligations, and funder requirements, whilst ensuring that we deliver on our promise to be a leading international authority in education, clinical care, research, expert opinion and employment in the veterinary and biomedical sciences.

Respect- ensuring that any research has been prepared with due consideration to participants, be they staff, partners, participants, or animals, through appropriate risk assessment, ethical review and due diligence, and honouring, where appropriate, societal or environmental customs where that research is undertaken.

Commitment- conducting research to the highest standards and rigour in all aspects, adhering to results.

Curiosity- Undertaking our research with honesty and integrity, ensuring appropriate acknowledgement the contributions of colleagues and partners, ensuring the accuracy of data, and neither engaging in misconduct or harassment, nor hiding evidence of this.

Compassion- delivering research to the highest ethical standards, ensuring the importance of 3Rs in all that we do, and considering the potential social impact of our work to benefit people and animals.

2.2 Researchers at the RVC are accountable to the University, research funders, the public and themselves, and have a responsibility to ensure that all research undertaken complies with relevant laws, statues, regulatory standards and guidelines and policies.

This policy links and refers to other policies relevant to the management and delivery of research at RVC. Laws and policies are always under review, and it is the Researcher's responsibility to ensure that they are familiar with current expectations.

UK legislation relating to research includes, but is not limited to:

The Animal Welfare Act 2006⁵, Animals (Scientific Procedures) Act 1986⁶, the Data Protection Act 2018⁷, the Freedom of Information Act 2000⁸, Human Rights Act 1998⁹, the Human Tissue Act 2004¹⁰, Safeguarding Vulnerable Groups Act 2006¹¹, the National Security and Investment Act 2021¹² and the Veterinary Surgeons Act 1966¹³.

Similarly, international legislation can apply, including restrictions by international funders or partners, and legislation such as the Nagoya Protocol (2010)¹⁴, an international agreement that aims to ensure the fair and equitable sharing of benefits arising from the use of genetic resources and associated traditional knowledge, and CITES¹⁵, a multilateral treaty to protect endangered plants and animals from the threats of international trade.

2.3 Research at the RVC is subject to the Financial Regulations¹⁶ of the University and standard procedures currently in place for the administration of research grants and contracts.

2.4 Researchers must use the appropriate internal systems when applying for research funding and for managing grants, including Worktribe and Unit 4. Support for using these processes can be obtained from grants@rvc.ac.uk in the first instance.

3. ENVIRONMENT

3.1 The RVC promotes equality, dignity for all staff and students, and aims to provide a supportive environment to deliver research. It commits to providing an environment, including all appropriate research governance and policies, to support and nurture Researchers, and enable them to conduct research meeting ethical standards, with integrity, and to support appropriate conduct for the sharing of ideas.

3.2 The RVC supports research and researchers through frameworks including, but not limited to, its Athena Swan Action Plan¹⁷, the Concordat to support the Career Development of Researchers¹⁸, the Concordat to Support Research Integrity, and Action Plans published in the Knowledge Exchange Concordat.

3.3 The RVC aims to provide accessible information to all staff and students and identify it at inductions. It continues to support existing staff through various means including training and events, mentorship, and activities related to the membership of the UK Reproducibility Network (UKRN)¹⁹, and provides an annual report on Research Integrity²⁰.

3.4 The RVC is also committed to conducting research to the highest welfare standards, monitored through its Animal Welfare and Ethical Review Body, (AWERB) Clinical Research Ethical Review Board (CRERB), and Social Science Research Ethical Review Board (SSRERB), and the University is committed to the principles of the 3Rs Replacement, Reduction and Refinement. (see section [8](#))

3.5 The University does not knowingly collaborate using money from an illegal source, or other sources that may harm the RVC, as per the current relationship review and partnerships policy. Following the principles of Trusted Research^{i &21}, the RVC undertakes due diligence²² on partners and research funders and does not accept money from the tobacco industry. For guidance on accepting funds for research from a new funder please contact the grants team within RIO (grants@rvc.ac.uk).

4. HEALTH AND SAFETY

4.1 All Researchers at the RVC, including visitors, are expected to comply with the RVC's health and safety procedures both at RVC own sites and when undertaking work elsewhere (e.g. fieldwork, at a collaborator's owned premises, etc).

4.2 The RVC is expected to provide a safe and healthy environment for work to be undertaken. Individual Researchers are also responsible for their own health and safety, not placing others in hazardous situations, and for reporting hazards or illness/injuries.

ⁱ 'Trusted research' is a research and innovation sector term for protecting the UK's intellectual property, sensitive research, people and infrastructure from potential theft, manipulation and exploitation, including as a result of interference by hostile actors.

4.3 The RVC and its Researchers are expected to comply with appropriate safety legislation. Research conducted overseas may also be bound by additional local legislation.

4.4 Details of Health and Safety policies, risk assessments and further guidance can be found on the intranet²³.

4.5 It is expected that the Principal Investigator of any project undertakes appropriate risk assessment as defined on the Health and Safety pages prior to developing any research project or activity and continues to monitor this throughout any activity.

4.6 Additionally, hazardous activities may need to be listed on Departmental Risk Register or on occasion escalated to the RVC Institutional level Risk Register.

4.7 All new staff and postgraduate students are expected to undertake a Health and Safety induction, managed by departments, and all researchers are responsible for ensuring the requirement for training to be updated is met.

4.8 Further guidance and support can be obtained from HandSEnquiries@rvc.ac.uk.

5. COLLABORATIONS

5.1 RVC undertakes due diligence on partners, funders, and collaborators in research as necessary. All Researchers, including any partners, should be aware of and abide by the Bribery and Anti-fraud policy²⁴, and Due Diligence and Relationship Review policy²².

5.2 Where the University is the sub-awardee on a partner's grant, funds are managed under RVC Financial Regulation in addition to any requirements indicated by the grant lead and set out in associated research or research-related agreements. It is the responsibility of the RVC Principal Investigator to understand and adhere to the terms on which any award has been made. Support is available from the Head of Contracts and Due Diligence in the RIO.

5.3 For the purposes of auditing and transparency, Researchers should ensure that formal meetings with collaborators are minuted and stored appropriately, and all partnerships must be covered by the appropriate contract.

5.4 Further guidance and support regarding collaborations and working with partners can be obtained from the Head of Research Development, and the Head of Knowledge Exchange and Commercialisation in RIO.

6. CONFLICTS OF INTEREST

6.1 UKRI defines a conflict of interest as a situation in which an individual's ability to exercise judgement or act in one role is, could be, or is seen to be impaired or otherwise influenced by their involvement in another role or relationship. A conflict of interest can occur when your duties to the RVC compete with your personal interests, or your duties to other people or organisations. Actual or perceived conflicts can arise from external activities that are undertaken in addition to your RVC role, through personal relationships, or conflicting roles within your professional or business life. They can be financial, non-financial or both.

6.2 The Conflict of Interest policy²⁵ exists to provide Researchers with information required to be aware of potential issues, recognise potential or real conflicts and to manage them effectively where they occur.

6.3 Researchers are expected to disclose any personal interest that could lead to an actual, or potential, conflict related to their work. The risk of potential conflicts can include serious damage to the reputation of the University and of the individuals concernedⁱⁱ.

6.4 Researchers are responsible for recognising situations in which they have a conflict of interest or might reasonably be seen by others to have a conflict, to declare that conflict to the appropriate person and to take such further steps as may be appropriateⁱⁱ.

6.5 All Researchers who are Grade 9 are also required to complete a declaration of interests return to HR.

6.6 A range of related policies that also apply to conflicts can be found on the RVC intranet, including:

Anti-Bribery Guidelines and Policy, Expenses Policy, Gifts and Hospitality Guidelines, Public Interest Disclosure Policy & Procedure Charitable Funds and Donations, Client engagement procedures (LBIC only), Sponsorship and Corporate Relations Policy, Relationships at Work Policy, and Research Misconduct²⁶.

7. INTERNATIONAL WORK

7.1 International collaboration is crucial to the success of the University's research. Working with partners overseas is fundamental to our activities and the RVC adheres to the principles of Trusted Research²⁷. The RVC management structures related to international work include the Global Engagement Committee, tasked with supporting global engagement across the RVC and the International Security and Risk Group, which covers a wide range of activities from research and innovation to education partnerships; together with operational activities including individual and institutional tax implications, physical and virtual security, and staff and student safety.

7.2 Researchers collaborating internationally, or working with international partners, should be aware of any UK laws and restrictions that may apply to their work, including UK Data Protection²⁸, UK Export Control²⁹, and the National Security and Investment Act³⁰. Further, there are recommendations on funder portals, including UKRI's Trusted Research resources³¹. The RIO team can provide appropriate advice or guidance to researchers working with international partners (e.g. Head of Research Development, Head of Contracts and Due Diligence, Head of Knowledge Exchange and Commercialisation).

7.3 To safeguard the RVCs work, the highest ethical standards must be observed when working with partners outside the UK, and Researchers should also be mindful of any local legal, ethical, or cultural expectations and should adhere to these where appropriate. Expectations arising from Trusted Research, and legal obligations within the Export Control framework and National Security and Investment Act, also apply when hosting visiting researchers, or academics at RVC research sites, and appropriate risk assessment and protection of RVC's assets, including data, must be undertaken by the 'hosting' Researcher. For further guidance and support regarding international research collaborations, in the first instance contact the Head of Research Development in RIO.

7.4 The RVC recognises the value of fieldwork in undertaking many of our collaborations and provides health and safety guidance in relation to safe work, and Safeguarding³² expectations.

ⁱⁱ Contact the RVC Governance Team for queries Governance@rvc.ac.uk

7.5 For projects that require overseas workers, paid by the RVC, it is the Researcher's responsibility to ensure requirements are met by liaising with appropriate professional services teams (e.g. Finance/Tax teams, Health and Safety, Human Resources etc) with due notice.

7.6 Safety of our Researchers when travelling for research related activities, including conference attendance and fieldwork, is paramount to the RVC. To safeguard and support international travel the RVC expects all Researchers to complete the appropriate risk assessments and travel documents³³, before any work-related travel is undertaken, and where possible expects travel to be booked through appropriate RVC-approved external travel providers.

7.7 The RVC provides health and safety information regarding international travel on its intranet, and in related policies including Business Travel and Accommodation Policy & Procedures³⁴, and following the guidance of UK government foreign travel advice³⁵.

8. BEHAVIOURS, ETHICS AND STANDARDS

8.1 The RVC is committed to providing a working and learning environment that promotes respect and dignity, and to providing a community that is safe, supportive, and free of intimidation, discrimination, bullying or harassment. It is expected that our Researchers will abide by this to create a culture to be proud of. This is underpinned through a range of events and policies, including the Dignity at Work policy³⁶.

8.2 The Ethics and Welfare Committee (EWC) is a committee of the Council of the RVC that oversees the governance of ethics of research undertaken at the University and of the welfare of animals involved in teaching and research ensuring that best practice is followed. The EWC has three sub-committees dealing with project licences and ethical application reviews³⁷. It is the responsibility of Researchers to make sure that research is based on a properly designed protocol. Work must be approved by the appropriate Boards e.g. AWERB, CRERB and SSRERB before it can take place and should be prepared in line with government and other professional bodies current good practice guidance.

8.3 Researchers must not engage in any activity or behaviour that may constitute research misconduct. The RVC policy and procedure on research misconduct defines a clear scope and process, and penalties for proven misconduct can be serious³⁸.

8.4 Researchers must ensure that retention and use of any personal information relating to participants in their research, including companion animal owners, meets legal requirements, including Data Protection Act (2018) and GDPR. Guidance on the appropriate safe storage and use of personal data can be obtained from the University College Secretary/Director of Governance.

8.5 The RVC supports and is committed to the principles of openness, transparency and accountability embodied in the Freedom of Information Act (2000) and the Environmental Information Regulations (2004), and this is covered by a specific University policy³⁹.

9. CONTRACTS AND RESEARCH GRANT TERMS AND CONDITIONS

9.1 Research grants are awarded based on research funders' terms and conditions.

9.2 For commercial research funding, please speak to the Head of Knowledge Exchange and Commercialisation in RIO

9.3 It is essential that Researchers understand the terms and conditions of any funding they receive, or contract relating to their work, to ensure that compliance is met and to avoid potential financial or legal penalties. Additional terms and conditions may also be noted in grant award letters. Terms may also provide restrictions or expectations on ownership and exploitation of results, publication, and future use of outputs.

9.4 Research contracts are legally binding agreements that exist to set out roles and responsibilities of all parties involved in a specific collaborative research project or activity. These define the terms and conditions under which research is undertaken and exist to protect Researchers and their work as well as the RVC.

9.5 All terms and conditions for research funding must be reviewed and agreed by an approved signatory of the RVC. Researchers are not allowed to accept awards on behalf of the University. Award acceptance is managed by the RIO, in discussion with Researchers.

9.6 The RVC uses a range of templates, and bespoke agreements to meet research requirements, and will also review agreements provided from external parties.

9.7 Researchers cannot sign contracts or research agreements. The RIO team includes a range of staff who can support Researchers in managing partnerships and agreements, and Researchers should not enter discussions with external partners regarding issues such as pricing or terms related to the undertaking of research.

9.8 Only designated authorities of the RVC can negotiate and execute these documents.

9.9 For support in working with commercial partners, Researchers should work with the Head of Knowledge Exchange and Commercialisation. The Head of Contracts and Due Diligence should be contacted in the first instance regarding contract-specific queries.

10. INTELLECTUAL PROPERTY AND ASSETSⁱⁱⁱⁱ

10.1 Intellectual property (IP) refers to results and data generated through research at the RVC, including other outputs of work or new knowledge such as teaching materials. The RVC has a team dedicated to commercialisation and supporting Researchers in the management of Intellectual Property (IP) arising from our research, which is fully detailed in the appropriate policies and guidelines ^(40 under revision 2024).

10.2 Legislation related to IP includes the Patents Act (1977)⁴¹ and the Copyright, Designs and Patents Act (1988)⁴². These two Acts make it clear that inventions and other forms of Intellectual Property (IP) generated by an employee belong to the employer if made during the employee's normal duties. Therefore, IP arising from the undertaking of research by RVC researchers ordinarily belongs to the RVC.

10.3 Researchers have an obligation to create and maintain IP logs and records (see also section 11). The RVC policy for managing intellectual property is being revised and updated (2024).

10.4 The potential to generate IP should be anticipated throughout the life of the research, and Researchers must be aware of the arrangements for management and protection of IP within the University. Steps should be taken to ensure that results or outputs of potential value are protected accordingly, before being shared publicly either at conference, conversations, or publications. Researchers should contact the Head of Knowledge Exchange and Commercialisation in the first instance.

ⁱⁱⁱⁱⁱⁱ Assets can include facilities, resources and services used by the research community to conduct research and promote innovation. Research assets can also include knowhow, datasets, meta data related to these, copyright, patents and trademarks, and also know-how.

10.5 For IP arising from collaborative projects, this should be clarified before research begins, and is usually indicated in contract/funding terms. Expert advice from the Head of Knowledge Exchange and Commercialisation should be sought before negotiating any agreements, contracts or plans for managing arising IP from research.

10.6 RVC has an obligation as a charitable organisation to manage and protect intellectual property, including appropriate pricing of assets in line with relevant policies including the Financial Regulations and Commercial Pricing policies (speak to Head of Knowledge Exchange and Commercialisation for detail).

11. MANAGEMENT, STORAGE AND SHARING RESEARCH MATERIALS AND DATA

11.1 All staff and students who generate reagents, samples or primary data or who analyse or process data are responsible for recording their methods and results. The recording must be clear, accurate and traceable to allow others to access, understand, replicate and verify their research.

11.2 The RVC also recognises the importance of appropriate data use and storage, and implications of GDPR and Researchers should be aware of the Data Protection Policy⁴³. The RVC is also a member of the UK Reproducibility Network (UKRN⁴⁴). The purpose of the UKRN is to enable researchers, institutions, and other stakeholders working in the UK to collaborate, so they are better able to conduct and promote rigorous, reproducible, and transparent research.

11.3 All research records, and materials and data generated, are the property of the RVC and they must be kept secure. They also must remain confidential until made publicly available by an agreed method. Researchers must be compliant with the expectations of any funder, publisher, or journal (see section 12).

11.4 To ensure capturing, storing, sharing and publishing data related to research, there should be an appropriate Data Management Plan (DMP) in place before any research begins. Additionally, research funders may have formal expectations in their terms and conditions regarding DMP.

11.5 Guidance on costing data management, writing a Data Management Plan, and managing your data before, during and after your project can be found online⁴⁵. For additional support, contact the Research Support Librarian. Where research data includes clinical or patient data, or data under the GDPR legislation, Researchers are responsible for ensuring any additional compliance with regard to capturing, using and storing data.

11.6 Expectations regarding data sharing are specific to individual projects, and restrictions may be in place. Where possible, and when necessary to meet expectations of external funding, data generated by projects should enable open availability to others to maximise potential for reuse. It is the responsibility for Researchers to ensure that policies and procedures related to the management, use and storage of their research data are followed.

11.7 Prior to publication, any identifying data that can be shared should be appropriately anonymised, unless full written consent has been obtained. Researchers should ensure that informed consent includes provision of sharing any data, both via public repository and for use in publications.

11.8 At the RVC, the Infrastructure Services Directorate (ISD) provides centrally managed storage for research and costs for this service should be included in any research funding applications.

11.8.1 Data generated from research must be stored appropriately to allow others to access, understand, replicate and verify their research. Researchers should consider whether new data collection is required, and using existing public repositories e.g. <https://www.dcc.ac.uk/>

11.9 Researchers must also plan for data retention beyond the end date of a project- and additionally a plan for the disposal of data when appropriate. Further guidance can be found online⁴⁶

11.10 Before Researchers share or transfer any research related material or datasets with another partner, they must seek advice from the Head of Contracts and Due Diligence and an appropriate agreement may be required. Contracts including Materials Transfer Agreement (MTA) can be requested via Worktribe. Materials can include biological samples including cultures, plasmids, proteins, or chemicals; it can also include transgenic animals, or materials created with scientific value; data can also be covered by this term.

11.11 An MTA (or Data Transfer Agreement, if appropriate) is a legal contract that sets out terms of sharing materials, and how they can be used. An MTA provides benefits to both the original owner (or provider) of the material, and the recipient. Depending on the origins of the creation of the material, there may be restrictions on how this can be shared, or on future use. Further guidance and support for Researchers who need to transfer or receive materials or data can be obtained from The Head of Contracts and Due Diligence.

11.12 MTA are not required for items that are purchased on the open market- e.g. purchase of chemicals for use in research.

12. RESEARCH PUBLICATIONS AND OPEN ACCESS

12.1 Open access (OA) publishing is a set of principles and a range of practices through which research outputs are distributed online, free of access charges or other barriers⁴⁷. The RVC consider that research outputs should be made open and freely accessible publication wherever possible, however there will be situations where OA is not possible or appropriate.

12.2 As noted in the REF 2021 Guidance on Submissions, '*Open Access research brings benefits to researchers, students, institutions, governments, public bodies, professionals and practitioners, citizen scientists and many others. Open access has the potential to make research more efficient and impactful.*' OA is also a major part of the structures which govern the funding and evaluation of research, and is invariably a requirement for outputs arising from external funding or to be eligible for inclusion in the REF.

12.3 This process is underpinned by the Pre-submission guidance⁴⁸, and additional support can be sought from the Research Support Librarian in RIO.

12.4 The RVC supports a range of Transformative Agreements, which enable authors to make their work gold OA through agreements with publishers, which cover both subscription to the content of journals and the cost associated with gold Open Access publishing.

12.5 Guidance on publication costs, access levels, and the RVC Open Access Fund policy can be found online⁴⁹. Further information about publishers and publications is also available from Sherpa⁵⁰.

12.6 Researchers should consider any conflicts of interest, any restrictions or protections needed related to Intellectual Property, and any reputational risk that publication of some research may create.

12.7 RVC students cannot publish their research without prior consent from their supervisor.

12.8 Copyright concerns, confidentiality and IP requirements are the responsibility of the Researcher. The current IP policy stands but is under review (as 2024).⁵¹ If there is potential Intellectual Property that requires protection in relation your research outputs, it is the Researchers responsibility to ensure adequate protection is in place prior to publication. This can be discussed with the Head of Knowledge Exchange and Commercialisation, prior to sharing research publicly via publication or other means⁵².

12.9 The Worktribe 'Outputs' module is the RVC institutional repository for journal articles, book chapters, public reports and conference presentations. Researchers should upload the final author accepted manuscript (AAM) of all research articles to a record on Worktribe following acceptance to make the work "green" OA. This will make your work discoverable on the RVC's Institutional Repository⁵³.

13. GENERAL TRAINING

13.1 The RVC is committed to providing an environment in which its Researchers can undertake their research activities safely and effectively. In addition to Health and Safety requirements (discussed section 4), Researchers are expected to undergo appropriate and regular training throughout their career to ensure they have the knowledge and skills to undertake their research. Researchers are expected to update and refresh their training as necessary throughout their career.

13.2 Researchers and their managers should ensure that training is up to date before any research activities are undertaken, and that specific individual training needs are identified in the annual Appraisal process, or throughout the year, as necessary.

13.3 The University is signatory to the Concordat to Support the Career Development of Researchers and is committed to supporting researcher to engage in a minimum of 10 days professional development (*pro rata*) per year. Within the RVC training programme, there is a section aimed at Researchers and these courses are aimed at enhancing personal, professional and career development.

13.4 The RVC provides formal training, informal information sessions, and bespoke support for Researchers through a variety of options. The RVC is also a partner with external organisations that provide training and events which are promoted via email and on the staff noticeboard.

13.5 All Researchers should ensure that they dedicate sufficient time for both formal training, and informal development of knowledge related to the research ecosystem they operate in to ensure safe and successful delivery of research. For further discussions Researchers and their staff can contact the Human Resources team.

14. COMMITTEE STRUCTURE AND HIERARCHY

14.1 The current committee structures and management hierarchies related to research and innovation, and other departments, at the RVC can be found in the Academic Committee handbook for reference⁵⁴.

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Version control:

Edit date	Version	Change

References and resources:

¹ <https://www.ref.ac.uk/>

² <https://www.rvc.ac.uk/study/postgraduate/graduate-school#panel-essential-information>

³ <https://www.rvc.ac.uk/about/our-people/human-resources/forms-and-policies#panel-policies>

⁴ <https://www.rvc.ac.uk/about/the-rvc/mission-and-strategy>

⁵ <https://www.gov.uk/guidance/animal-welfare>

⁶ <https://www.gov.uk/government/publications/consolidated-version-of-aspa-1986>

⁷ <https://www.legislation.gov.uk/ukpga/2018/12/contents/enacted>

⁸ <https://ico.org.uk/about-the-ico/what-we-do/legislation-we-cover/freedom-of-information-act/>

⁹ <https://www.legislation.gov.uk/ukpga/1998/42/schedule/1>

¹⁰ <https://www.legislation.gov.uk/ukpga/2004/30/contents>

¹¹ <https://www.legislation.gov.uk/ukpga/2006/47/contents>

¹² <https://www.gov.uk/government/collections/national-security-and-investment-act>

¹³ <https://www.legislation.gov.uk/ukpga/1966/36>

¹⁴ <https://www.gov.uk/guidance/abs>

¹⁵ <https://cites.org/eng>

¹⁶

<https://intranet.rvc.ac.uk/Finance/Policies/Financial%20regulations%20~%20Updated%20February%202024.pdf>

¹⁷ <https://www.rvc.ac.uk/about/our-people/human-resources/equality/athena-swan>

¹⁸ <https://www.rvc.ac.uk/research/about/developing-our-researchers>

¹⁹ <https://www.rvc.ac.uk/research/about/research-integrity/UKRN>

²⁰

https://www.rvc.ac.uk/Media/Default/Research/documents/Research%20Integrity%20Annual%20Report%20Council%20-%202023_FINAL.pdf

²¹ <https://www.ukri.org/manage-your-award/good-research-resource-hub/trusted-research-and-innovation/>

²²

<https://www.rvc.ac.uk/Media/Default/About/Governance,%20Policy%20and%20Legal/Policy%20and%20Legal/RVC%20-%20Research%20Due%20Diligence%20and%20Relationship%20Review%20Policy.pdf>

²³ <https://intranet.rvc.ac.uk/professional-services/estates/health-and-safety/index.cfm>

²⁴ <https://intranet.rvc.ac.uk/Finance/Policies/Anti-bribery%20policy%20Final%20May13.pdf>

²⁵

<https://www.rvc.ac.uk/Media/Default/About/Governance,%20Policy%20and%20Legal/Policy%20and%20Legal/RVC%20Policy%20on%20Conflicts%20of%20interest.pdf>

²⁶

https://www.rvc.ac.uk/Media/Default/Research/documents/Research%20Misconduct_FINAL%20-%20Approved%20by%20Academic%20Board.pdf

²⁷ <https://www.ukri.org/manage-your-award/good-research-resource-hub/trusted-research-and-innovation/>

²⁸ <https://www.gov.uk/data-protection>

²⁹ <https://www.gov.uk/guidance/uk-strategic-export-controls>

³⁰ <https://www.gov.uk/government/collections/national-security-and-investment-act>

³¹ <https://www.ukri.org/manage-your-award/good-research-resource-hub/trusted-research-and-innovation/>

³²

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⁵¹ <https://www.rvc.ac.uk/Media/Default/About/Human%20Resources/Documents/intellectual-property-policy.pdf>

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⁵⁴ <https://www.rvc.ac.uk/about/the-rvc/governance-policy-legal/academic-committees>