

Policy Number	AC15
Approving Authority	NIDA Board of Directors
Date Implemented	November 2024
Current Version	1.1
Date of Review	June 2028
Contact Officer	Director, Learning and Innovation
Related Policies, Procedures and Documents	Research and Scholarship Policy Research Ethics Procedures Academic Integrity and Plagiarism Policy NIDA Staff Code of Conduct NIDA Student Charter and Student Code of Conduct Student Misconduct Policy Information and Communications Technology Policy Privacy Policy.

1. PURPOSE & BACKGROUND

This document sets out NIDA's overarching policy, principles and commitments for research integrity and sets out the responsibilities of all stake holders. Detailed guidance and procedures relating to research integrity and ethics is set out in the Research Ethics Procedures

All research undertaken within the institution by staff and students should accord with diversity and inclusion policies, risk assessment procedures, data protection legislation and general standards of good practice in the treatment of others (including non-humans). Staff and students are encouraged to engage in a process of critical self-reflection in relation to intellectual work and practice, and it is expected that attention to social and ethical issues in research will be at the forefront of academic endeavour. Staff and students engaged in research are expected to foster good practice and intellectual integrity in all professional circumstances.

This policy recognizes the practice-oriented nature of research activities undertaken at NIDA.

- 1.1 This policy has been developed to ensure the highest ethical standards are maintained in any research carried out at NIDA, or with its support. NIDA's Student Misconduct Policy and Academic Integrity and Plagiarism Policy and Staff and Student Codes of Conduct guide the principles of ethical conduct in all research and scholarly activities conducted at NIDA.
- 1.2 NIDA is committed to ensuring that students, academic and professional services staff engaged in research involving human participants or information relating to individuals or groups of people act in compliance with the National Statement on Ethical Conduct in Human Research 2023 and other codes, legislation and guidelines governing human research.

1.3 This policy sets out:

- 1.3.1 The requirements and ethical approval procedure for research activities involving human participants.
- 1.3.2 Requirements and relevant procedures for managing research processes, dissemination of research outputs, conflicts of interest, research collaboration and academic misconduct related to research ethics.
- 1.3.3 Record keeping requirements for students and academic staff engaged in research involving human participants.
- 1.3.4 Governance arrangements relating to this policy.

2 SCOPE & RESPONSIBILITIES

BFA	MFA	NIDA Staff	External individuals or institutional bodies
√	√	√	√

2.1 This policy applies to:

- 2.1.1 NIDA students engaged in course work research projects involving human participants.
- 2.1.2 Academic staff and professional services staff engaged in research involving human participants.
- 2.1.3 Staff involved in the supervision and performance management of academic and/or professional services staff undertaking research projects which require internal guidance and/or external human ethics approval.
- 2.1.4 External individuals or institutional bodies engaging in research projects which involve NIDA staff and students as participants either directly or indirectly.

2.2 The Head of Academic Development and Research is the designated officer with responsibility for the ethical review of research on behalf of NIDA and in that capacity reports to the Academic Board in an Annual Research Integrity Statement (refer to Appendix 1 of this Policy).and sits on the Research and Scholarship Committee with oversight of all ethics related matters.

2.3 The Research and Scholarship Committee is responsible for maintaining a process for managing ethical issues relating to staff and student research projects though the Research Ethics and Integrity Sub-Committee (REISC) and will report to the Academic Board as required.

2.4 The Academic Board is responsible for oversight of the implementation of this policy and providing advice to the NIDA Board of Directors concerning improvements to this policy and enhancing NIDA’s approach to research integrity.

- 2.5 The NIDA Board of Directors is responsible for assuring the effective implementation of this policy and ensuring continuous improvement of NIDA's approach to research integrity.
- 2.6 Research undertaken by undergraduate students at NIDA is limited in scope, scale, and duration, and directed towards the application of existing frameworks and methodologies in the context of contemporary knowledge and practices. Research in this context should have regard to relevant best practices relating to research ethics and integrity. Matters relating to student conduct and the integrity of work in this context are to be managed through the Student Misconduct Policy and the Academic Integrity and Plagiarism Policy. Examples and guidelines of what constitutes research requiring ethics guidance is found in NIDA's Research Ethics Procedures

3 POLICY AND PROCEDURES

3.1 Ethical Requirements

- 3.1.1 Academic staff and professional services staff are expected to meet the relevant requirements of the following:
- [Principles of responsible research and the responsibilities of researchers as set out in the Australian Code for the Responsible Conduct of Research.](#)
 - [National Statement on Ethical Conduct in Human Research.](#)
 - [Ethical Conduct with Aboriginal and Torres Strait Islander Peoples and Communities: Guidelines for Researchers and Stakeholders.](#)
 - [AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research.](#)
 - [Protocols for Using First Nations Cultural and Intellectual Property in the Arts.](#)
- 3.1.2 Students, academic staff and professional services staff are expected to ensure compliance with other relevant legislative, regulatory, publication requirements and discipline specific standards.
- 3.1.3 All research activities involving human participants not covered in Clause 2.6 of this policy must be submitted for ethical review to the Research and Scholarship Committee prior to the start of the research. This includes notifying the Committee where substantial changes have been to a research activity after the initial ethical guidance or approval has been obtained.
- 3.1.4 Students, academic staff and professional services staff are expected to be respectful and transparent when engaging with all participants. NIDA expects students and academic staff to be sensitive to and to conduct research in a manner which respects the needs, individual and collective contexts and histories, and any applicable legislative protections as outlined in Section 4 of the [National Statement on Ethical Conduct in Human Research.](#)
- 3.1.5 NIDA does not support research involving animals, or any clinical or medical research.

3.2 Planning and Ethical Approval

- 3.2.1 NIDA recognises that planning is an essential requirement for successful and ethical research and human related scholarship.
- 3.2.2 Academic staff and professional services staff engaged in practice-related research, working with their managers, are expected to ensure that all research activities and the associated planning are integrated with their performance and engagement process (refer to Section 4.14 & 4.15 of the Research and Scholarship Policy).
- 3.2.3 Students undertaking research are required to follow the guidance of their Course Leader in ensuring that to ensure that all research activities and the associated planning are guided by the requirements of the specific course guidelines, subject outline and assessment task brief.
- 3.2.4 Research involving human participants identified as consistent with one of the following must be submitted in writing to the Chair of the Research and Scholarship Committee using the forms provided in NIDA's Research Ethics Procedures
- Higher risk as described in Chapter 2 of the [National Statement on Ethical Conduct in Human Research](#).
 - Lower risk as described in Chapter 2 of the [National Statement on Ethical Conduct in Human Research](#).
- 3.2.5 Research that is lower risk and falls into at least one of the four categories in clause 5.1.17 of the [National Statement on Ethical Conduct in Human Research](#) does not need to be submitted to the Research and Scholarship Committee and can be managed by the Course Leader or Subject Convener.
- 3.2.6 All applications for ethical approval must address the processes and principles outlined NIDA's Research Ethics Procedures.
- 3.2.7 The Course Convener or Course Leader will initially review an application by students to ensure it is complete before submission to the Chair of the Research and Scholarship Committee. An incomplete application will be returned to the applicant for further action.
- 3.2.8 The Head of Academic Development and Research will initially review an application by staff to ensure it is complete before submission to the Chair of the Research and Scholarship Committee. An incomplete application will be returned to the applicant for further action.
- 3.2.9 The Research Ethics and Integrity Sub-Committee (REISC) of the Research and Scholarship Committee will consider a complete application for ethical approval and recommend one of three outcomes:
- Higher risk activities** (3.2.4a) will be referred to the UNSW Human Research Ethics Committee (HREC) for ethical approval if no alteration can be found to reduce the level of risk to Lower Risk.
 - Lower risk activities** (3.2.4b) will be approved for management and monitoring through the NIDA Research Ethics Procedures

- c. **Negligible risk activities** (3.2.5) will be advised that they can be managed by the staff researcher, Course Leader or Subject Convener as applicable.
- 3.2.10 The Chair of the Research and Scholarship Committee will notify the applicant and their supervisor/manager of the outcome of their application.
- 3.2.11 If the Research and Scholarship Committee approves an application for referral to the UNSW HREC, then it is the responsibility of the student or academic staff member to:
 - a. Submit a complete and valid application to the UNSW HREC.
 - b. Meet any reporting requirements relating arising from a decision by the UNSW HREC.
 - c. Notify their manager and the Chair of the Research and Scholarship Committee of the decision by the UNSW HREC.
- 3.2.12 If substantial changes have been to the risk factors of any research activity according to Section 3.2.4 of this Policy after the initial ethical guidance or approval has been obtained, the Chair of the Research and Scholarship Committee must be notified and the proposal resubmitted.
- 3.2.13 The Research and Scholarship Committee will keep a register of ethical applications which should include the following information as a minimum:
 - a. The number of complete applications received and considered by the Committee.
 - b. The date the applications were considered by the Committee.
 - c. The names and position titles/courses of study of the applicants.
 - d. The short description of the proposal provided by the applicant.
 - e. The risk level of the proposal.
 - f. The decision of the Research and Scholarship Committee.
 - g. The decision of the UNSW HREC, where applicable.
- 3.2.14 The Research and Scholarship Committee will review the register of ethical applications at least once per year and report on this review to the Academic Board in the Annual Research Integrity Statement (refer to Appendix 1 of this Policy).

3.3 Records

- 3.3.1 Students and academic staff and professional services staff must ensure that all research records are maintained using NIDA's information systems and are maintained consistent with NIDA's Information and Communications Technology Policy and Privacy Policy.
- 3.3.2 Research records include, but are not limited to documents relating to planning, approvals, primary materials, communications with participants including consent forms, and draft and final outputs.
- 3.3.3 Research records must be created and maintained to:
 - a. Demonstrate that all relevant ethical requirements are met (refer to Section 3.1 of this policy).
 - b. Protect the confidentiality and privacy of participants.
 - c. Enable the production of accurate, clear and complete records for verification by NIDA or an independent third party.

- d. Meet all relevant legislative and regulatory requirements.
- 3.3.4 The Research and Scholarship Committee and research supervisors must report any potential inappropriate or unauthorised access to or use of research and human related scholarship records immediately to the Director, Learning and Innovation.
- 3.3.5 The Director, Learning and Innovation will review reports of inappropriate or unauthorised access to or use of relevant research records and determine an appropriate response. This response may include an investigation by a nominated person (either, internal or external) and identification and implementation of corrective actions.
- 3.3.6 The Head of Academic Development and Research will produce an annual report describing any reports of inappropriate or unauthorised access to or use of research and human related scholarship records, as well as the associated responses. This report will be provided to the Research and Scholarship Committee, Director of Learning and Innovation and the Academic Board.

3.4 Authorship

- 3.4.1 NIDA adopts the definition of an author as set out in section 2 of [Authorship: A Guide Supporting the Australian Code for the Responsible Conduct of Research](#). This definition establishes the following two criteria for authorship:
 - a. An individual who has 'made a significant intellectual or scholarly contribution to research and its output'.
 - b. An individual who 'agrees to be listed as an author'.
- 3.4.2 NIDA expects students and academic staff to meet the requirements relating to authorship set out in the [Australian Code for the Responsible Conduct of Research](#).
- 3.4.3 NIDA further expects academic and professional services staff to ensure that their contributions to research, and, where applicable, to take reasonable steps to ensure the contributions of others, are accurate and maintain the integrity of the research.
- 3.4.4 Academic staff and professional services staff should refer to [Authorship: A Guide Supporting the Australian Code for the Responsible Conduct of Research](#) when managing authorship.
- 3.4.5 If researchers cannot reach an agreement regarding acknowledgement of authorship, then they are expected to attempt to resolve the matter informally. Each party is expected to keep records of the disagreement and discussions when attempting to informally resolve a disagreement.
- 3.4.6 If researchers cannot informally resolve an authorship disagreement, then they are expected to refer the disagreement to the Head of Academic Development and Research.
- 3.4.7 The Head of Academic Development and Research will work with the researchers to facilitate resolution of the disagreement.
- 3.4.8 If the Head of Academic Development and Research is unable to facilitate resolution of the disagreement due to a conflict of interest or they are unavailable, then the matter will be referred to the Director, Learning and Innovation to facilitate resolution of the disagreement.
- 3.4.9 The Director, Learning and Innovation will have regard to the following when facilitating resolution of an authorship related disagreement:
 - a. Any relevant information provided by the academic staff members.
 - b. [The Australian Code for the Responsible Conduct of Research](#).

- c. [Authorship: A Guide Supporting the Australian Code for the Responsible Conduct of Research](#).

- 3.4.10 If one of the parties to an authorship disagreement is employed by an organisation other than NIDA, then the Director, Learning and Innovation, or, where applicable, the Chief Executive Officer, will determine the actions to be taken to engage with the other organisation.
- 3.4.11 If the authorship disagreement cannot be resolved through informal and facilitated approaches, then NIDA expects that the research will not be published or publicly disseminated.

3.5 Dissemination

- 3.5.1 When disseminating research NIDA expects staff and student researchers to meet the relevant requirements set out in [The Australian Code for the Responsible Conduct of Research](#).
- 3.5.2 NIDA further expects researchers to:
 - a. Take reasonable steps to protect the confidentiality and privacy of participants.
 - b. Acknowledge the role of a host organisation and financial support for research, where applicable.
 - c. Comply with relevant legislation, regulation, and publication requirements.
- 3.5.3 NIDA funded staff researchers should refer to [Publication and Dissemination of Research: A Guide Supporting the Australian Code for the Responsible Conduct of Research](#) when disseminating their research.
- 3.5.4 NIDA must be acknowledged in the dissemination of all research undertaken at NIDA by staff in funded projects and by students as part of their coursework. This may be in the form of the inclusion of the NIDA logo in visual presentations or in an Acknowledgments section in text-based outputs.

3.6 Conflicts of Interest

- 3.6.1 NIDA expects their researchers to meet the relevant requirements set out in the [Australian Code for the Responsible Conduct of Research](#) when identifying and managing conflicts of interest.
- 3.6.2 Staff researchers funded or supported by NIDA should refer to the [Disclosure of Interests and Management of Conflicts of Interest: A Guide Supporting the Australian Code for the Responsible Conduct of Research](#) when identifying and managing a conflict of interest.
- 3.6.3 NIDA adopts the following definition of a conflict of interest as set out in the guide identified [Australian Code for the Responsible Conduct of Research 2018](#) in which 'a conflict of interest exists in a situation where an independent observer might reasonably conclude that the professional actions of a person are or may be unduly influenced by other interests, This refers to a *financial* or *non-financial interest* that may be a perceived, potential or actual conflict of interest.
- 3.6.4 Researchers must report a conflict of interest to the Head of Academic Development and Research as soon as they become aware of the conflict of interest, who will report it to the Director, Learning and Innovation

- 3.6.5 The Director, Learning and Innovation will review the conflict of interest and determine the actions to be taken to manage the conflict of interest. The Director, Learning and Innovation will have regard to the [Australian Code for the Responsible Conduct of Research](#), the guide identified in Section 3.6.2 of this policy and any relevant information provided by the academic staff member.
- 3.6.6 The researcher will ensure they follow the direction provide by the Director, Learning and Innovation.
- 3.6.7 The Director, Learning and Innovation will ensure a register of reported conflicts of interest and the associated actions is kept and reviewed by the Academic Board and the Research and Scholarship Committee once per year.

3.7 Research Collaborations

- 3.7.1 NIDA expects its staff engaged in collaborative research to meet the relevant requirements of the [Australian Code for the Responsible Conduct of Research](#).
- 3.7.2 Staff engaged in collaborative research should refer to Collaborative Research: A Guide Supporting the Australian Code for Responsible Research when engaging in collaborative research.
- 3.7.3 NIDA supports the establishment of research collaborations as an avenue for expanding impact and engagement and maximising connections with strategic partner institutions.
- 3.7.4 In the case of research conducted in collaboration with external bodies the Research and Scholarship Committee must grant explicit approval for all aspects that involve the direct participation of staff or students at NIDA before the research proceeds.
- 3.7.5 NIDA will only enter into research collaborations with organisations and entities that uphold the Australian Code for the Responsible Conduct of Research, or demonstrate alignment with comparable codes or instruments of governance that are reasonably believed to require research to be conducted with integrity.
- 3.7.6 Where the project involves collaborative research across institutions the research agreement must include data ownership, storage, disposal and any associated costs.
- 3.7.7 The Head of Academic Development and Research will ensure a register of all research collaborations and partnerships is kept and reviewed by the Academic Board and the Research and Scholarship Committee once per year.

3.8 Misconduct

- 3.8.1 Misconduct occurs when a student or staff member does not meet the relevant ethical requirements set out in Section 3.1 of this policy and as outlined in NIDA's Research Ethics Procedures.
- 3.8.2 Complaints and self-reported instances of misconduct must be submitted in writing to the Director, Learning and Innovation.
- 3.8.3 The Director, Learning and Innovation will review the alleged misconduct and gather sufficient evidence to determine the following:
 - a. The matter is covered by this policy.
 - b. The details and evidence, on balance, support the need further action.

- 3.8.4 The Director, Learning and Innovation may dismiss a matter, or, where applicable, refer a matter to another internal or external process, when one or both criteria in clause 3.8.3 of this policy have not been met.
- 3.8.5 The Director, Learning and Innovation may take the following actions when both criteria in clause 3.8.3 of this policy have been met:
 - a. Provide directions to the relevant parties to resolve the matter locally and this may include requiring specific corrective actions.
 - b. Establish a formal investigation.
- 3.8.6 If a formal investigation is initiated, then the Director, Learning and Innovation will chair an Investigation Panel consisting of at least two other suitably qualified and independent persons.
- 3.8.7 The Investigation Panel will ensure:
 - a. Members of the Investigation Panel are free from conflicts of interest.
 - b. Procedural fairness is observed during a formal investigation.
 - c. Findings of fact are made on the balance of probabilities.
- 3.8.8 The Investigation Panel will provide a report to the Chief Executive Officer which includes the following:
 - a. Details of the alleged misconduct and the investigation carried out by the Investigation Panel.
 - b. Evidence based findings concerning if misconduct has occurred, the seriousness of the misconduct, factors contributing to the misconduct and recommended corrective actions.
- 3.8.9 The Chief Executive Officer will inform the relevant parties of the outcome of the formal investigation and provide details of actions to be taken by them.
- 3.8.10 Parties to a misconduct matter may request a review of the outcomes of a formal investigation. This request must be in writing, include all relevant supporting documents and submitted to the Chief Executive Officer within 10 business days from receiving notification of the outcomes of a formal investigation.
- 3.8.11 A request for a review can only be made on the basis that the Investigation Panel did not observe procedural fairness during the formal investigation.
- 3.8.12 If a review is requested, then the Chief Executive Officer will appoint a suitably qualified Review Officer.
- 3.8.13 A Review Officer will assess a request to determine if procedural fairness was observed by the Investigation Panel during the formal investigation and provide advice on affirming or rejecting the outcomes from the formal investigation.
- 3.8.14 A Review Officer will provide the Chief Executive Officer with a report detailing their findings and recommendations.
- 3.8.15 The Chief Executive Officer, informed by the report by the Review Officer, may:
 - a. Affirm the outcomes of the formal investigation.
 - b. Amend the outcomes of the formal investigation.
 - c. Reject the outcomes of the formal investigation and make a new decision.

- 3.8.16 The Chief Executive Officer will notify the person who requested the review of the outcome of their request.
- 3.8.17 At the conclusion of a formal investigation, and, where applicable, after conclusion of a review, the Chief Executive Officer will:
- a. Refer the matter to the Director, People and Culture and the manager of the affected academic staff member for further action, where required.
 - b. Notify any relevant third parties.
- 3.8.18 The Director, Learning and Innovation will ensure a register of misconduct complaints and the associated actions is kept and reviewed by the Academic Board and the Research and Scholarship Committee once per year.
- 3.8.19 The Chief Executive Officer, Director, Learning and Innovation and the Investigation Panel should refer to the [Guide to Managing and Investigating Potential Breaches of the Australian Code for the Responsible Conduct of Research](#) when considering cases of misconduct.

4 GOVERNANCE

- 4.1 The Head of Academic Development and Research in consultation with the Director, Learning and Innovation and the Research and Scholarship Committee will identify and implement training to support the operationalisation of this policy.
- 4.2 Specific governance reporting requirements have been described in the following clauses in this policy 3.2.14, 3.3.6, 3.6.7, 3.7.7, and 3.8.18.
- 4.3 Further governance arrangements relating to this policy are included in the Research and Scholarship Policy and the Research Ethics Procedures

5 BENCHMARKING AND ACKNOWLEDGEMENTS

The following resources have informed this policy:

- a) Australian Research Council, 2018. *Australian Code for the responsible conduct of research*. <https://www.nhmrc.gov.au/about-us/publications/australian-code-responsible-conduct-research-2018>
- b) Australian Research Council, 2023. *National Statement of Ethical Conduct in Human Research*. <https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2023>
- c) Australian Research Council, 2018. *Ethical conduct in research with Aboriginal and Torres Strait Islander Peoples and communities*. <https://www.nhmrc.gov.au/about-us/resources/ethical-conduct-research-aboriginal-and-torres-strait-islander-peoples-and-communities> Australian Research Council
- d) AIATSIS Code of Ethics for Aboriginal and Torres Strait Islander Research, 2020. <https://aiatsis.gov.au/research/ethical-research/code-ethics>
- e) Notre Dame University: Policy: Ethics Approval for Research Involving Human Participants
- f) Edith Cowan University, Conducting Research with Integrity Policy
- g) University of the Arts London Code of Practice on Research Ethics
- h) University of Melbourne Research Integrity and Misconduct Policy
- i) Deakin University Research Conduct Policy
- j) Royal Conservatoire of Scotland Research Conduct Policy
- k) Goldsmiths University of London, Research Misconduct Procedure
- l) Rose Bruford College of Theatre and Performance Research Integrity and Ethics Policy

- m) Royal Central School of Speech and Drama, Research Ethics and Integrity Policy and Procedure

6 DEFINITIONS

Term	Definition
Academic staff	Refers to employees of NIDA whose primary work is teaching or managing the teaching of higher education courses offered by NIDA.
Discipline	Refers to a generally recognised field of academic study, research or professional practice. At NIDA this includes the following: acting, costume, props and effects, design for performance, technical theatre and stage management, set construction technologies, directing, dramatic writing, and cultural leadership.
Lower Risk Research	Low Risk research means the only foreseeable risk to participants is one of discomfort. Where the risk, even if unlikely, is more serious than discomfort, the research cannot be deemed low risk
Professional Services Staff	Refers to employees of NIDA whose primary work is in a professional services discipline, but who have received funding to undertake practice-related research in an area related to their professional discipline.
Research	Has the meaning given in clause 5.1.1 of the Research and Scholarship Policy.
Researcher	Refers to any students or employees at NIDA who undertake practice-related research.
Research involving human participants	Refers to research involving human participants and information about individuals or groups of people. Activities may include but are not limited to interviews, focus groups, observations, participants applying novel or experimental practices, collection of personal records, and use of private or public
Research output	Any record that communicates or makes available the findings of research. A research output may be in any form (hardcopy, electronic, creative work or other) of academic or public communication of the research from any stage of the research process (eg. including but not limited to: a professional blog, web-based publications, books, performances, book chapters, conference papers, reports, datasets or preprint or journal articles).
Participant	Participant means anyone who is the subject of research in any of the ways set out in the National Statement section Purpose, Scope and Limits of this Document. databases which include identifiable or deidentified information.

Professional development	Refers to formal and informal activities undertaken by academic staff to maintain and improve their knowledge, skills and competence as dramatic arts practitioners and educators in higher education. This may include attendance at novel or innovative exhibitions or performances, conferences, lectures, completion of microcredentials or short courses, professional memberships or workshops.
Scholarship	Has the meaning given in clause 5.3.1 of the Research and Scholarship Policy.

7 CHANGE HISTORY

Date	Change Description	Reason for Change	Author	Version
December 2025	Editorial change to review date	Revised Policy Review Schedule approved by Academic Board October 2025	Academic Compliance Manager	1.1
October 2024	New policy	New policy		1.0

Appendix 1:

NIDA Research Ethics and Integrity Annual Statement 202X

This statement is intended to provide assurance that as a University College NIDA is responsible for:

- supporting and strengthening understanding and application of research ethics and integrity issues in research at all levels across the institute
- having processes to manage and investigate allegations of misconduct that are transparent, robust and fair, and fit for purpose
- reporting on any formal investigations of research misconduct that have been undertaken during this year, and on lessons learned from these investigations

This statement covers the period (MONTH) 202X to (MONTH) 202X.

1/. Supporting and strengthening understanding and application of research integrity issues

NIDA is committed to providing an appropriate framework to support a rich practice-oriented research culture that is underpinned by research integrity. This involves providing clear guidance about policies, procedures and responsibilities as well as training and support for researchers at all levels.

(Evidence >>>>>>)

2/. Processes in place for dealing with allegations of misconduct

NIDA's Academic Misconduct Policy provides the framework for dealing with all instances of student academic misconduct including breaches involving research ethics. NIDA staff act in accordance with the NIDA Staff Code of Conduct which sets out XXXX >>>

The Chair of NIDA's Research and Scholarship Committee acts as the first point of contact for anyone wanting more information on matters of research integrity and as a confidential liaison for whistle-blowers or anyone else wishing to raise concerns about research integrity.

At all levels, there has been an emphasis on enabling staff and students to feel comfortable about reporting instances of misconduct. This is reflected in NIDA's investigation procedure which includes >>>>>>

(Evidence >>>>>>)

3/. Research projects involving human participants

3.1 Research project data

Number of staff or student research projects received by the REISC	Number of Projects managed through NIDA's Research Ethics Procedures	Number of projects referred for external Research Ethics Approval processes (UNSW HREC)

3.2 Membership of the Research Ethics and Integrity Sub-Committee (REISC) – a subcommittee of the Research and Scholarship Committee

- Person 1
- Person 2
- Person 3 (external member of the Research and Scholarship Committee)

4/ Formal investigations of research misconduct

In 202X there were (number) allegations of research misconduct requiring formal investigation.

(Evidence >>>>>>)

Reviewed by Research Ethics and Integrity Sub-Committee, date/year Reviewed by Research and Scholarship Committee, date/year Approved by Academic Board, date/year Reported to the NIDA Board of Directors, date/year
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