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# Research Ethics and Integrity Policy

RES-001 | Research

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INSTITUTIONAL REGULATIONS & POLICIES | IEU

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# Research Ethics and Integrity Policy

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DOCUMENT CONTROL / RES-001

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| Document ID        | RES-001                                |
| Document family    | Research                               |
| Document custodian | Research Ethics / Integrity Lead       |
| Version            | 1.0                                    |
| Edition date       | 18 October 2026                        |
| Review cycle       | Annually and following material change |

## 1 Purpose and applicability

Applies to IEU-linked research, student projects and scholarly publications. The provisions govern the activities within the defined IEU service scope; applicable programme-specific contracts and verified rules of a separate awarding institution govern award requirements wherever relevant.

## 2 Policy requirements

- 01 Research plans must identify legitimate purpose, appropriate methods and potential participant risks.
- 02 Human-participant research needs informed consent and applicable ethics clearance before recruitment.
- 03 Special care is taken with minors, vulnerable participants and high-risk data.
- 04 Data must be accurate, securely handled and not fabricated, manipulated or plagiarized.
- 05 Competing interests and funding relationships are disclosed.
- 06 Concerns are investigated fairly, with appropriate referrals to institutional or external authorities where required.

## 3 Operational procedure

**Trigger:** Ethics application, participant study, research data concern or allegation

- 01 Screen proposals for participant protection, consent, risks, sensitive data and conflict disclosures.
- 02 Issue an ethics outcome before study recruitment where approval is needed and record conditions.
- 03 Monitor amendments, data handling and serious adverse or integrity events.
- 04 Investigate research concerns impartially and preserve evidence, participants' rights and any external obligations.

## 4 Responsibilities and evidence

**Accountable process owner.** Research Ethics / Integrity Lead maintains implementation, staff guidance, case processing and reporting. Academic decisions requiring external award authority must be referred according to the verified programme arrangement.

**Minimum evidence.** Protocol; participant information; consent form; ethics determination; data plan; incident record.

**Record protection.** Keep case files, decisions and correspondence in access-controlled systems; apply an approved retention schedule and document transfers to relevant partners. Do not publish personal or confidential records.

## 5 Exceptions, concerns and review

**Exceptions.** Material deviations require a written rationale, authorization by a role with the appropriate delegation, and a record of any impact on students or staff. No local exception may override mandatory law or a controlling awarding-body requirement.

**Challenge and escalation.** Explain the applicable complaints, academic appeals or rights-request route to affected persons. Refer safety concerns, integrity incidents, data incidents, conflicts of interest or disputed award claims to the designated specialist authority.

**Monitoring.** Sample ethics compliance and investigate repeated adverse events or allegations.

## 6 Linked institutional controls

Related controls, where relevant: Academic Regulations (ACD-001); Academic Integrity (ACD-003); Student Complaints (STU-004); Academic Appeals (STU-005); Quality Assurance (QUA-001); Privacy and Student Records (DIG-001); Academic Partnerships and Award Information (PAR-001).

## 7 Document information and periodic review

|                             |                                            |
|-----------------------------|--------------------------------------------|
| <b>Document series</b>      | IEU Regulations & Policies                 |
| <b>Institution</b>          | International European University (IEU)    |
| <b>Applicability</b>        | See section 1 and programme-specific terms |
| <b>Student enquiries</b>    | Use the IEU contact and support routes     |
| <b>Document maintenance</b> | Controlled by the responsible function     |