



TEMPLATE FOR WRITING A RESEARCH INTEGRITY PROMOTION PLAN FOR RESEARCH PERFORMING ORGANISATIONS

Preamble

This document provides a template for a Research Integrity Promotion Plan (RIPP) for _____ (Insert institution name). It outlines the various elements that will be included in our institution's RIPP and aims to provide support in structuring the writing process. This RIPP-template is designed to be used in close consultation with the SOPs4RI Implementation Guidelines, which can be found [here](#). The template lists the six priority areas for developing a research integrity culture, as identified in the SOPs4RI project. For each area it gives an overview of the elements that will be discussed in this RIPP, giving a brief description of the expected RIPP content. An overview and description of the nine areas can be found [here](#). Additional areas can be added to this, for instance building on the topics described in the [European Code of Conduct for Research Integrity](#). As noted in the Implementation Guidelines, some of the areas presented may be of bigger or smaller relevance to your local context. Please use this template flexibly, tailoring it to your organisation's needs. The template and implementation guidelines are designed to be applicable both to organisations that already have integrity policies in place and to organisations that are about to start on their integrity journey. In the former case, some parts of the template or implementation guidelines may be redundant.

Nine areas for improving integrity



SUPPORT

1. Research environment

Example: how to address hyper competition, publication pressure, detrimental power imbalances, conflicts; fair, transparent and responsible policies for assessing, appointing and promoting researchers; diversity and inclusion related issues.

Current state of affairs

Describe how this topic is currently being addressed, including the policies and procedures already in place and the extent to which they seem effective.

Areas in need of improvement

Describe which aspects related to this topic require further attention. Try to be as specific as possible, among others by identifying the organisational units involved as well as the cause or reason that triggered the requirement for further improvements.

Future plan

Describe how your organisation will address the aspects in need of further attention. Using the list below, specify in detail what the plan will look like, including what it aims to achieve (goal), what specific actions will be taken (action plan), who will be responsible for and involved in this endeavour (responsibilities and participants), specific milestones and deadlines (timeline), indicators or criteria used for evaluating the effectiveness of the change process (indicators and criteria), and tools from the SOPs4RI toolbox that might support the change process (potentially helpful tools).

- o Goal
- o Action plan
- o Responsibilities and Participants
- o Timeline and milestones
- o Indicators and criteria for evaluation
- o Potentially helpful tools

2. Supervision and Mentoring

Example: how to create clear guidelines for PhD supervision; how to set up skills training and mentoring, for both junior and senior staff.

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3. Research Integrity Training

Example: how to establish training and confidential counselling for all researchers and support staff.

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ORGANISE

4. Research Ethics Structures

Example: how to establish review procedures that accommodate different types of research and disciplines; how to establish dedicated and adequately trained support units.

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5. Dealing with Breaches of Research Integrity

Example: how to establish procedures that protect both whistle-blowers and those accused of misconduct.

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6. Data Management

Example: how to provide training, incentives and infrastructure to curate and share data according to FAIR principles.

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COMMUNICATE

7. Research Collaboration

Example: how to establish sound rules and transparent regulations for effective and transparent collaborations with international and/or non-academic partners, including industry.

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8. Declaration of Interests

Example: how to enable researchers to provide transparent declarations of interests and ensure that conflicts of interests are handled adequately.

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9. Publication and Communication

Example: how to support research staff to respect guidelines for authorship and ensure openness and clarity in public engagement.

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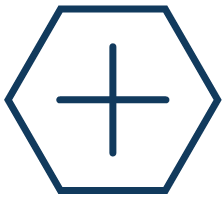
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ADDITIONAL AREAS

Please add any other areas of your organisations' policy and regulatory framework that you consider would support research integrity.

10.