

শিক্ষা নিয়ে গড়ব দেশ
শেখ হাসিনার বাংলাদেশ



বঙ্গবন্ধু শেখ মুজিবুর রহমান কৃষি বিশ্ববিদ্যালয়

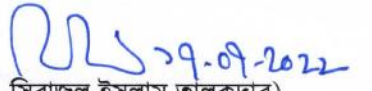
গাজীপুর ১৭০৬

স্মারক নং-বশেমুরকৃবি/কাউন্সিল/এফ-৫১/২০২২/১৫০০

তারিখ: ১৭/০৭/২০২২

অফিস আদেশ

বশেমুরকৃবি সিন্ডিকেট এর ২৮/০৬/২০২২ তারিখে অনুষ্ঠিত ১০৪তম সভার সিদ্ধান্ত ৮ এ বিশ্ববিদ্যালয়ের গবেষণা কার্যক্রম সুষ্ঠুভাবে পরিচালনার্থে Ethical Guidelines and Safeguarding নীতিমালাটি সিন্ডিকেটে অনুমোদন করা হয়েছে (কপি সংযুক্ত) যা সিন্ডিকেটের অনুমোদনের তারিখ অর্থাৎ ২৮/০৬/২০২২ তারিখ হতে কার্যকর হবে।



(মো. সিরাজুল ইসলাম তালুকদার)
রেজিস্ট্রার

স্মারক নং-বশেমুরকৃবি/কাউন্সিল/এফ-৫১/২০২২/১৫০০

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সদয় অবগতি ও প্রয়োজনীয় কার্যার্থে অনুলিপি প্রেরণ করা হলো:

- ১। ট্রেজারার, বশেমুরকৃবি।
- ২। সকল ডীন, বশেমুরকৃবি।
- ৩। সকল বিভাগীয় প্রধান, বশেমুরকৃবি।
- ৪। সকল পরিচালক ও গ্রন্থাগার প্রধান, বশেমুরকৃবি।
- ৫। প্রক্টর, বশেমুরকৃবি।
- ৬। সকল প্রভোস্ট, বশেমুরকৃবি।
- ৭। সকল শিক্ষক, বশেমুরকৃবি।
- ৮। উপ-পরিচালক (অর্থ ও হিসাব/অডিট/বাজেট ও অর্থ), বশেমুরকৃবি।
- ৯। সহকারী রেজিস্ট্রার, রেজিস্ট্রার দপ্তর, বশেমুরকৃবি।
- ১০। পিএস টু ভিসি, বশেমুরকৃবি।
- ১১। অফিস নথি/মাস্টার নথি।


২৭/০৭/২২
(মো. জাহাঙ্গীর আলম)
উপ-রেজিস্ট্রার

**Bangabandhu Sheikh Mujibur Rahman Agricultural University
Gazipur-1706, Bangladesh**

Ethical Guidelines and Safeguarding Policy for Research

1. INTRODUCTION

Bangabandhu Sheikh Mujibur Rahman Agricultural University (BSMRAU) upholds a moral and legal duty of taking and managing proper care to any risks to its teachers, students and staff as well as to all stakeholders whilst they are involved in conducting research and innovation activities. Any research and innovation activities performed within the institute or in collaboration with other national and international participants must follow a set of ethical guidelines and safeguarding policy standards. The safeguarding policy aims to protect researchers and a broader group of stakeholders from personal and social harm resulting from their participation in research and its impacts. The ethical guidelines and safeguarding will ensure a congenial work environment, improve the quality of research activities, and confirm the accountability, mutual respect and fairness, and welfare of researchers, research partners, and participants in the research process.

2. OBJECTIVE

To provide policy information with university researchers during planning and implementation of local and overseas funded research and innovation projects for anticipating, addressing and mitigating any risks to the participating individuals involved, the environment and society.

3. SCOPE

The guidelines shall be treated as a general policy applicable to any research work to be developed and accomplished, irrespective of discipline and area of research in BSMRAU. However, if researchers of any particular discipline require any additional policy nationally and internationally mandatory that has not been covered by this policy, should be followed. This policy shall cover the welfare of but is not restricted to the following key groups:

- University staff and or students are engaged in the research.
- Individuals are engaged/employed to conduct/implement research activities.
- Members of collaborating or partner organizations are involved in the research.
- Anyone can be participant in the research, including farmers and entrepreneurs.
- Organizations, communities and the environment in which the research activities are being carried out.

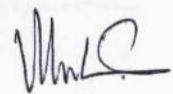
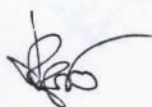
4. KEY PRINCIPLES OF ETHICAL STANDARDS AND SAFEGUARDING

4.1 Research Planning and Implementation

- 4.1.1 The Principal Investigator/Coordinator/Project Director of each research project is responsible for ensuring that the project is designed and implemented in accordance with this policy, giving careful consideration from the outset of planning to the potential risks that the research may pose to researchers, participants and wider communities.



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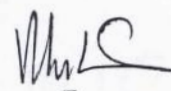
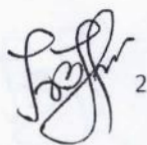
- 4.1.2 All parties participating in the various aspects of setting up and conducting a research project have personal responsibility for treating each other and the general public with dignity and respect, as well as taking steps to anticipate, mitigate, and/or address risks in accordance with this policy, as is appropriate for their role.
- 4.1.3 Valid research areas should be selected based on whether the question asked is answerable, whether the research methods are valid and feasible, and whether the study is designed with accepted principles, clear methodologies, and reliable practices. Before starting the research, conflict of interest should be minimized through a blind review process.

4.2 Research Presentation and Participation

- 4.2.1 Researchers should ensure that the language and content of all research materials shall be easily understandable to all levels of stakeholders, including the farmers. All interactions with stakeholders shall not conflict with the language, culture, race, gender, religion, political ideology and geographical regions.
- 4.2.2 Research objectives and expected societal and national benefits from the research shall be described and explained by the researchers to the concerned stakeholders by organizing a stakeholder's meeting or arranging individual discussion.
- 4.2.3 The stakeholders knowingly, voluntarily and intelligently, clearly and manifestly, give their consent of participation in a study and have the full freedom to withdraw from the study or any part of the study at any time.
- 4.2.4 Before any intervention, the participants shall be briefed by the researchers about the possible consequences of the research. No promise will be made to the contract farmers or other participants about which the researchers are not sure.
- 4.2.5 At the beginning of large-scale survey questionnaire studies and tape-recorded in-depth interviews, the purpose of the study and potential risks and benefits should be explained.

4.3 Safety Measures

- 4.3.1 The possibility for harm associated with research should be minimal, if any. Researchers should identify any potential for harm and determine how this potential for harm could be overcome.
- 4.3.2 Country-specific government health safety guidelines, as well as (a) World Health Organization (WHO), the Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans [World Medical Association (WMA) Helsinki Declaration for Medical Research in Human Subject, (b) ARRIVE guidelines [Animal Research: Reporting of *In Vivo* Experiments (ARRIVE), (c) EU Directive 2010/63/EU for animal experiments, or (d) Animal Welfare Act [U.S. Public Health Service Policy on Humane Care and Use of Laboratory Animals guidelines should be followed by all the stakeholders during the intervention. The 'Safety First' approach shall be followed, and the intervention will be made only when there is certainty about no negative effects and externalities.



- 4.3.3 The members of the research team and anyone involved with the project such as participants, beneficiaries, staff, volunteers, and the general public shall be protected from any kind of harm and abuse following the safeguarding principles.
- 4.3.4 Discrimination should be avoided against colleagues or students based on sex, race, ethnicity, or other factors unrelated to their scientific competence and integrity.

4.4 Confidentiality and Anonymity

- 4.4.1 The researchers should confirm with the participants that information provided by an individual shall be treated confidentially and shall not be disclosed to others. Participant's responses shall be used only for research activity and its arising outputs. Researchers may publish the findings without disclosing the identity of the participants.
- 4.4.2 The anonymity of the participants shall be ensured and maintained, and survey questionnaires and any paper documents containing their identification shall be destroyed just after converting information to digital format. No information that could be used to identify the participants or their business shall be published without their consent.

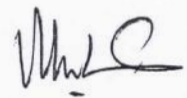

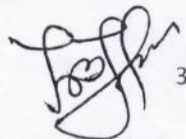
4.5 Publication

4.5.1 Authorship and Acknowledgement

- 4.5.1.1 An accurate account of the work performed as well as an objective discussion of its significance should be represented accurately, without fraudulent or knowingly inaccurate statements.
- 4.5.1.2 While publishing research findings in scientific journals and books, the authorships will be confirmed according to the significant contribution of the researchers involved in the research. The contribution of the donor organizations and other facilitating institutions should be duly acknowledged. Conflict of interest should be addressed while publishing the research findings.
- 4.5.1.3 The intellectual property of research findings should be retained duly.

4.5.2 Data Access and Retention

- 4.5.2.1 All digital data shall be stored in encrypted form, with access restricted only to the involved researchers. Only fully anonymized data can be shared with other researchers to protect confidentiality.
- 4.5.2.2 If practicable, research data shall have public access and should be prepared to retain such data for a reasonable number of years after publication.
- 4.5.2.3 In principle, there shall be no economic incentive to take part in a study, but participants may be compensated by the research team for any loss to crop or livestock production with the implementation of new measures. However, if there is any provision in any project, participants shall be compensated for their time during interview.



4.5.2.4 Participants shall have access to the technology developed through such research that might help them plan their activities in future to achieve economic benefits.

4.6 Research Values and Respect for Research Participants

4.6.1 The honest, equitable access for all, integrity, carefulness, openness, confidentiality, respect of colleagues, non-discrimination, legality, environmental care, protection of participants etc. shall be followed while performing the research activities.

4.6.2 Researchers must show kindness and respect for animals, regardless of their utility value and interests as living, sentient creatures.

4.7 Environment Protection

The environment shall be protected and biodiversity shall be conserved while conducting research. No harm shall be anticipated to anyone in the communities from the research project, rather social benefits and, broadly global peace and prosperity shall be ensured.

5. Institutional Responsibility

5.1 The departments/institutes are responsible for creating a research culture, ensuring that all research-active staff and students are made aware of the content of this policy, and that appropriate mechanisms are in place to ensure that the policy's requirements are met.

5.2 On behalf of the university, the Research Wing/Ethical Committee shall be responsible for ensuring that the policy is in place, enabling effective safeguard of all involved in or affected by university research.

5.3 The authority shall ensure that researcher provides a dedicated safeguarding plan and identify designated safeguarding contacts.

6. Certification

The Research Wing/Ethical Committee shall certify ethical standards and safeguarding.

