Research Misconduct Reporting Form

Before completing the research misconduct reporting form, you must read the University’s [Research Misconduct Policy](https://www.ed.ac.uk/files/atoms/files/research_misconduct_policy.pdf) and the extracted research misconduct definition below:

Research misconduct includes:

* fabrication: making up results or other outputs (e.g. artefacts} and presenting them as if they were real
* falsification: manipulating research processes or changing or omitting data without good cause
* plagiarism: using other people's material without giving proper credit
* misrepresentation: for example, misrepresentation of data, of interests, of qualifications or experience, or of involvement, such as inappropriate claims to authorship or attribution of work
* breach of duty of care: breach of confidentiality such as disclosing the identity of individuals or groups involved in research without their consent; improper conduct in peer review such as failing to disclose conflicts of interest; or not observing legal and ethical requirements or obligations of care
* failure to meet ethical, legal and professional obligations: for example, failure to declare competing interests; misrepresentation of involvement or authorship; misrepresentation of interests; breach of confidentiality; lack of informed consent; misuse of personal data; and abuse of research subjects or materials
* improper dealing with allegations of misconduct: failing to address possible infringements such as attempts to cover up misconduct and reprisals against whistleblowers

Please note that allegations of misconduct in research can cover acts of omission as well as acts of commission, I.e. things an individual may have failed to do as well as things they may have done.

The full definition of unacceptable research conduct is available within the [UKRIO Policy on the Governance of Good Research Practice](https://www.ukri.org/wp-content/uploads/2022/03/UKRI-310322-GRP-Policy2022.pdf) (Annex 1 – Defining research misconduct).

For information on what personal information the University holds, please see the University’s [Privacy Information Notice for Staff.](https://www.ed.ac.uk/files/atoms/files/privacy_information_notice_for_staff_-_golden_copy.pdf)

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| --- | --- |
| **Your Details** | |
| Surname and First Name |  |
| Email Address |  |
| School (including subject area / department) |  |
| Named Person for the College of Arts, Humanities and Social Sciences | Associate Dean of Research Ethics and Integrity: Dr Sudeepa Abeysinghe  ([CAHSS.ResearchMisconduct@ed.ac.uk](mailto:CAHSS.ResearchMisconduct@ed.ac.uk)) |
| If you believe that the Named Person for your College is conflicted, please indicate and indicate the nature of the conflict. | Yes / No |
| If you believe that the named person for your College is conflicted, please refer to the University’s Code of practice on reporting malpractice and raising concerns under the public interest disclosure legislation (‘whistleblowing’)  <https://www.ed.ac.uk/files/atoms/files/whistleblowing_policy_2021.pdf> | |

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| **Respondent Details** | |
| The respondent is the person you are making research misconduct allegations against. If you have multiple respondents, please give full details of all below. | |
| Surname and First Name of respondent(s) |  |
| School of respondent(s) |  |
| Role of respondent(s) |  |

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| --- | --- |
| **Misconduct Details** | |
| Please give details of your research misconduct allegation here.  Provide a description of events and relevant evidence where possible under the relevant category. | * fabrication: |
| * falsification: |
| * plagiarism: |
| * misrepresentation: |
| * breach of duty of care: |
| * failure to meet ethical, legal and professional obligations: |
| * improper dealing with allegations of misconduct: |
| If this allegation has been previously investigated, please include relevant details and findings. |  |

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| **Declaration** – Important Please Read | |
| By signing this form, I declare that I have read the University of Edinburgh’s Research Misconduct Policy and the research misconduct definition above. I believe this allegation constitutes research misconduct as per one or more of the definitions and I understand the process which will be followed once the College receives my allegation. | Signature  Date |
| I consent to the University processing the information I provide. | Signature  Date |

Please forward this complete form to: [CAHSS.ResearchMisconduct@ed.ac.uk](mailto:CAHSS.ResearchMisconduct@ed.ac.uk)