



SMART 5 Consulting Limited

Research Integrity Policy

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1. Introduction

SMART 5 CONSULTING LIMITED ("the Company") is committed to upholding the highest standards of integrity in all research activities. This policy outlines our commitment to maintaining rigorous ethical standards, ensuring transparency, and fostering a positive research environment.

2. Purpose

The purpose of this policy is to provide a framework for conducting research with integrity, ensuring that all research is conducted ethically, transparently, and responsibly. This policy aims to prevent misconduct and promote best practices in research.

3. Scope

This policy applies to all employees, contractors, consultants, temporary workers, volunteers, interns, and agents ("employees") involved in research activities on behalf of the Company. It also applies to collaborations with external researchers, institutions, and partners.

4. Key Principles

- Honesty: Ensure honesty in all aspects of research, including the presentation of research goals, methods, data, and results.
- Rigour: Apply rigorous methodologies and critical analysis throughout the research process.
- Transparency: Maintain transparency in research planning, execution, and reporting.
- Accountability: Be accountable for research activities and their outcomes.
- Respect and Care: Respect and care for all individuals involved in research, including participants, collaborators, and the wider community.

5. Policy Statements

- Ethical Conduct: All research must be conducted in accordance with ethical, legal, and professional standards. Researchers must obtain necessary approvals and informed consent from participants.
- Data Management: Ensure accurate, secure, and confidential handling of research data. Data should be managed in compliance with relevant data protection regulations.



- Publication and Dissemination: Research findings should be disseminated responsibly and transparently. Publications should accurately reflect the research conducted and appropriately credit all contributors.
- Conflict of Interest: Disclose any potential conflicts of interest that could affect the integrity of the research. Conflicts should be managed to avoid compromising the research process.
- Training and Development: Provide ongoing training and support to researchers to promote best practices and ensure compliance with this policy.

6. Reporting Misconduct

- Allegations of Misconduct: Any allegations of research misconduct, including fabrication, falsification, and plagiarism, must be reported immediately to the designated research integrity officer.
- Investigation Process: All allegations will be investigated promptly and fairly. The Company will take appropriate action based on the investigation findings.

7. Responsibilities

- Management: Ensure that all research activities comply with this policy. Promote a culture of integrity and provide support for ethical research practices.
- Researchers: Adhere to the principles and guidelines outlined in this policy. Report any concerns regarding research integrity to the appropriate authority.

8. Monitoring and Review

- The Company will regularly monitor and review research activities to ensure compliance with this policy. Periodic audits will be conducted to evaluate the effectiveness of the research integrity framework.

9. Sanctions for Breach

- Any breach of this policy by an employee will be grounds for disciplinary action, up to and including termination of employment. Any breach by a third party will be grounds for termination of the relationship and potential legal action.

10. Contact Information

For any questions or concerns regarding this policy, please contact:

SMART 5 CONSULTING LIMITED

Registered Address: 23 Quarles Park Road, Chadwell Heath, Romford, RM6 4DE, UK

Email: [appropriate contact email]

Acknowledgment

I, [Employee Name], acknowledge that I have read and understood the Research Integrity Policy of SMART 5 CONSULTING LIMITED, and I agree to comply with it.

Signature: _____

Date: _____

This policy will be reviewed annually and may be amended at any time to ensure its effectiveness.

SMART 5 CONSULTING LIMITED

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