Research Ethics and Integrity Launch event
By EARMA in collaboration with DG RTD Ethics and Research Integrity Sector (01.01) of the European Commission (ERIS)

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1. The reason for this launch event

This launch events is designed to set up and determine the scope and focus of a new thematic group on research ethics and research integrity. This group will be different from other groups as it starts from the practical side of things. It wants to go to a deeper level of detail than most events on the practical side and answer such questions as: ‘How do you organise to deal with the current changes and challenges? What are the standards and best practices?. Furthermore it wants to put you in contact with a group of peers that is struggling with the same issues.

The ultimate focus of the group will be determined by the people present. Relevance to your day-to-day activities is the key criterion.

This event is organised by EARMA in collaboration with ERIS (Ethics and Research Integrity Sector of DG RTD of the European Commission. This group will fulfil a role as a stakeholder group of the Ethics Sector going forward.
2. Objectives of the event
   - Establish a Thematic Group on Research Ethics and Integrity consisting of practitioners
     a. for best practice and information exchange.
     b. to deal with the current changes in this field
   - Create a dialog with the DG R&I Ethics Sector to provide input as a stakeholder

3. Target audience of the event.

Ethics and Research Integrity experts and administrators (from Research Performing Organisations) at the practitioner level.

All participants should have a role at the practitioner level. There should be a clear distinction between other ethics and research integrity groups and committees targeted at policy, high level, philosophical or strategic advice. This is a group of practitioners, rules and procedure experts. Naturally, this will also connect to policy and other approaches but the idea is to start from the practice. You should be knowledgeable about the policy, rules and procedures in your organisation.

This is NOT a group on research in Research Ethics and Integrity. Researchers are welcome if they fulfil a role at the practitioner level. It is envisaged that researchers will be involved more when the focus of the new group has been determined.

4. Date, Time and Location

Timing: 9 March 2018, 8:30
Venue: Covent Garden (COVE), Place Rogier 16, Brussels, 1210 Belgium
Registration fee: Free
Registration Mandatory: Please find the link on the EARMA website and under the event calendar.

5. Practical notice

Please note that you must pass through security and be accompanied to the meeting room. This will cause some delay so please arrive ahead of time no later than 8:30. Make sure you have your identification document with you at all times.

6. Preparation of the event

A short survey will be launched to assess the interests of the participants and to prepare the breakout sessions. Participation is mandatory as we will use this to determine the composition of the groups for the breakout.
7. Launch event agenda

8:30 Registration and passing security
9:00 Welcome by EARMA and ERIS (EC)
9:20 Introduction by Isidoros Karatzas (Head of ERIS) Nik Claesen (Managing Director, EARMA)
9:50 Monique Geijsbeek (Research Ethics Officer, Birmingham City University). 
Comparing institutions and the willingness to exchange information between research ethics and integrity actors. (15 minutes)
10:10 Introduction from ERIS (EC) about current developments and their interaction with the future thematic groups.
10:40 Marjo Rauhala (TU Wien): Ethics and Research Integrity at TUWien (15 minutes)
11:00 Stefanie Van der Burght (Ghent University), Making and implementing a research integrity policy plan at Ghent University. (15 minutes)
11:20 Break
11:50 Guiding principles, scope and definitions of the thematic group. What will we focus on? What is important and how we set the scope?
The group will start from a different perspective than most existing groups. Some overlap with other groups is to be expected but we are looking for what is not covered elsewhere or in insufficient depth. The starting point is the practical side and the implementation side. Implementation can mean drafting and implementing policy in this context. In short, what does your organisation need to turn the theory into practice.
12:15 Explanation of afternoon breakout sessions
12:30 Lunch break: The lunch break will be in the Covent Garden Cafeteria. Participant will need to pay themselves or make other arrangements.
13:40 Breakout into small groups 5-7 moderated by core group members
13:40 Discuss Ethics and Research Integrity procedure topics and list top 3 priorities. What are the items you want to talk about in the future with peers? What are the key issues you are facing in your job? What should this thematic group focus on? The participants will get one topic to discuss in a small group based on their input in the short survey.

1. Providing information on Ethics & RI: websites and contact point (training for contact point, members of committees...(what about legal & investigational training in case of misconduct cases)

2. Organisational structure of committees (What committees exist, are the committees permanent, how are they composed, is the administration a part of the committee, what are the tasks, liability...
3. Ethics or misconduct screening/review procedures: Submission to committees, keeping track of status and documents (gathering documents & evidence) – Information system?

4. Post review: monitoring compliance? Keeping track of ethics? After a misconduct allegation case (publicity, remediation measures, ...)

5. Culture of care, culture of responsible conduct in research

14:40: Break

15.00 Discuss Ethics and Research Integrity content topics and list top 3 priorities. What are the items you want to talk about with peers? What are the key issues you are facing in your job? What should this thematic group focus on? The participants will get two topics to discuss in a small group based on their input in the short survey.

1. Research Ethics: based on the topics of the ethics self-assessment table of EC:
   a) Human cells or tissues, human embryos & foetuses, human beings
   b) Personal data
   c) Animals
   d) Non-EU countries, Nagoya Protocol
   e) Environment, health & safety
      - Lab Animal legislation
      - Nagoya
      - 3rd Countries, Dual Use & civilian focus, Misuse
      - Biosafety
   f) Dual use and potential misuse of research results

2. Research Integrity
   a) Research misconduct: Falsification, Fabrication, Plagiarism
   b) Other unacceptable research practices

16:00 Report from the groups on the key priorities and what the thematic group should focus on

16:35 Closing words

16:45 End of the session
8. Follow up

- The core group will determine the objectives and focus of the Thematic Group based on the feedback at the launch event. A report will be sent out.
- The participants will be invited to join the Thematic Group
- Participants will be invited to join the Synapse group (EC stakeholder software)
- A chair and vice-chair will be selected
- The discussion will continue on the mailing list and we will start working towards a live event in the Autumn of 2018 in Brussels.

For questions please contact earma@earma.org